

NATIONAL INSTITUTE OF TECHNOLOGY SILCHAR

MINUTES OF THE 3rd MEETING OF THE FINANCE COMMITTEE HELD ON 05 FEBRUARY 2005 AT 3:00 PM AT THE GUEST HOUSE OF IIT GUWAHATI

Third meeting of the Finance Committee of NIT Silchar was held on 5th February 2005 at 3:00 PM at the Guest House of IIT Guwahati. Following members were present:

1. Prof. Gautam Barua, Chairman, Board of Governors and Director, NIT Silchar- Chairman
2. Dr. G. L. Jambhulkar, Dy. Educational Adviser (NIT), MHRD, New Delhi- Member
3. Prof. A.K. Sil, Professor of Chemistry, NIT Silchar- Invitee
4. Dr. Nidul Sinha, Asst Professor of Elect Engg, NIT Silchar- Invitee
5. Dr. Fazal A. Talukdar, Registrar, NIT Silchar- Member Secretary

Following items were taken up for consideration by the Committee.

FC-3/05/1: TO CONFIRM THE MINUTES OF THE LAST MEETING

Committee confirmed the minutes of the Second Meeting of the Committee held on 27 September 2004.

FC-3/05/2: TO RECEIVE A NOTE ON THE ACTION TAKEN AND PROGRESS MADE ON THE MINUTES OF THE LAST MEETING

Committee noted the actions taken on the resolutions of its second meeting held on 27 September 2004.

FC-3/05/3: TO RECEIVE A NOTE ON THE RATIONALIZATION OF SCALES OF PAY OF NON-TEACHING EMPLOYEES AND IMPLEMENTATION OF ACP BENEFITS

Committee examined the mapping of the pay-scales of non-teaching employees from Govt of Assam pay-scales to Govt of India pay-scales done by the Institute. Committee noted the modalities followed in the mapping and recommended that the ACP-II pay-scales at Sl. No. 20 and Sl. No. 30 should be Rs. 5500-9000 and Rs. 6500-10500 respectively instead of the scales given in the table. Committee further examined the representations from the employees and employees association and decided to refer the mapped pay-scales to the MHRD, Govt of India for examination and further guidance. With the above modification, Committee recommended the mapped Central pay-scales to the Board of Governors for approval.

FC-3/05/4: TO CONSIDER THE WAGES FOR MUSTER ROLL/ DAILY WORK-CHARGED EMPLOYEES OF THE INSTITUTE

Committee examined the proposal regarding the wages of the Muster-Roll/Daily Work-Charged employees of the Institute and decided to adopt the wages notified by the Government of Assam under Minimum Wages Act vide its Circular no. ACL.43/2004/8407 dated 1st September 2004. This enhanced wages are recommended on the basis of relevant rules [(v), (vi) and (vii)] for employment of casual labour.

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Committee further expressed its serious concern over such a large number of casual workers in the Institute and decided to prune their numbers to a reasonable value. Committee noted that a study be undertaken to find out the requirement of actual numbers of casual workers and a suitable scheme be devised whereby surplus casual employees may be laid off by offering a workable handshake policy.

Committee recommended the enhanced wage rates to the Board for approval.

FC-3/05/5:

TO CONSIDER GRANT OF VARIOUS CENTRAL GOVT. ALLOWANCES, LIKE 'CHILDREN EDUCATION ALLOWANCES', 'FAMILY PLANNING ALLOWANCES', 'CASH HANDLING ALLOWANCES' etc.

Committee noted that the Central pay-scales have been adopted in the Institute and recommended that the following allowances/benefits admissible to similarly placed Central Government employees posted at Silchar be extended to the employees of the Institute as per rules:

- (a) Non-Practising Allowance
- (b) Children Education Allowance/Reimbursement of Tution Fees
- (c) Incentive for adopting small family norms
- (d) Conveyance Allowance
- (e) Special Compensatory (Remote Locality) Allowance

Committee decided to recommend the above allowances for the employees of the Institute to the Board.

FC-3/05/6:

TO CONSIDER THE MEDICAL ATTENDANCE RULES FOR THE EMPLOYEES OF THE INSTITUTE

Committee examined the interim reimbursement policy notified by the Director and ratified the policy. Committee further authorized the Director to prepare a comprehensive list of referral hospitals. Committee further perused the medical reimbursement policy of IIT Delhi vis-à-vis the Central Services (Medical Attendance) Rules and decided to refer it the Ministry of Human Resources Development, Government of India for a regular solution keeping in mind the budgetary constraint or permit the Institute to adopt the reimbursement policy of IIT Delhi with suitable and appropriate modifications.

Committee resolved to recommend the matter to the Board of Governors for approval.

FC-3/05/7:

TO CONSIDER GRANTING THE CENTRAL PAY-SCALE TO SRI DIPAK GOSWAMI, ASST EXECUTIVE ENGINEER (ON DEPUTATION)

Committee noted that the Board in its 5th Meeting approved the grant of Central pay-scale of Asst Executive Engineer to Sri Deepak Goswami from the date when technical personnels to be recruited on Central pay-scale join on deputation. However, Committee noted that no recruitment could be made after the last Board meeting due to poor response against the

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advertisement released for the purpose. Committee deliberated on the issue in detail and decided to recommend to the Board the Central pay-scale of Asst Executive Engineer (Rs. 8000-13500) to Sri Goswami from the date Board approved the recommendation of the Committee. Committee further resolved that the salary payment of Sri Goswami in the Central pay-scale be debited from the work-charge contingency component of the Plan budget as there is no sanctioned post of Asst Executive Engineer in the Institute.

FC-3/05/8:

TO CONSIDER RELEASE OF INSTITUTE'S SHARE OF CPF CONTRIBUTION TO EMPLOYEES TERMINATED/ DISMISSED FROM THE SERVICES OF THE INSTITUTE

Committee perused the observations of the legal retainer in regard to the release of Institute contribution of CPF of the dismissed/terminated employees and did not agree with the observations of the retainer in respect of Dr. Rao and Sri Chattopadhyaya and decided not to release the Institute contribution to them. Committee further resolved to recommend the matter to the Board for approval.

FC-3/05/9:

TO APPROVE AND RECOMMEND THE RECOVERY OF EXPENDITURE AGAINST FACULTY WHO LEFT THE INSTITUTE DURING QIP BOND PERIOD WITHOUT TAKING RELEASE ORDER AND THOSE WHO REMAINED UNSUCCESSFUL IN Ph.D. UNDER Q.I.P.

Committee noted that the following teachers quit the service of the Institute without honouring their commitment and decided to impose the conditions of the indemnity bond executed by them. Committee noted that CPF accumulation of Sri Ajay Chakraborty is less than his obligation and decided to issue him notice for recovery of the shortfall.

Name & Designation	Expenditure on the course (Rs.)	CPF accumulation (Rs.)
Sri D Das Gupta, Asst Professor	46754.00	95973.00
Sri C K Dutta, Asst Professor	107308.00	183178.00
Sri S P Bhattacharjee, Lecturer	46370.00	68010.00
Sri Ajay Chakraborty, Lecturer	55130.00	39066.00
Sri Manoj Paul, Lecturer		

Committee further observed with concern the cases of teachers who came out unsuccessful in their Ph.D. programme and decided to offer them the last opportunity to complete their Ph.D. within the shortest possible (not exceeding one year from the date of this meeting). The Committee will note their progress after one year and if require, will impose the clauses of the indemnity bond executed in favour of the Institute.

- (a) Sri K.K. Sharma, Lecturer
- (b) Sri P.K. Paul, Asst Professor
- (c) Sri B. Purkayastha, Asst Professor

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(d) Smt Madhumita Paul, Lecturer

Committee noted that Smt Monideepa Chakraborty, former Lecturer of the Institute paid back major part of her obligation and still a part of her obligation remains unpaid. Committee decided to issue her notice for recovery of the balance amount.

FC-3/05/10:

TO RATIFY THE RE-APPROPRIATION OF BUDGET PROVISION AGAINST ITEMS OF WORK UNDER HEAD OF ACCOUNT 'SPECIAL REPAIRING & OTHER WORKS' (PLAN 2004-05) WITHIN APPROVED ALLOTTED PLAN FUND AS PRIORITY AND PROGRESS OF WORK

Committee took up this item with Item no. FC-3/05/12 and ratified the re-appropriation against the major budget head 'Special Repairing' in RE 2004-05. Committee observed that no adjustment in the approved budget for RE 2004-05 and BE 2005-06 be made as it may result in excessive expenditure in the next financial year due to commence shortly.

FC-3/05/11:

TO WRITE OFF THE COST OF DAMAGED LIBRARY BOOKS WORTH RS. 21043.00 AS POINTED OUT BY AG, ASSAM

Committee deliberated in detail the write-off of damaged books in Library and decided to recommend the write-off as per the prescribed ceiling to the Board. Committee further resolved to make the recommendation of the Committee formed to assess the write-off of such books as part of the resolution of the Committee.

FC-3/05/12

TO CONSIDER THE REVISED PLAN BUDGET FOR THE YEAR 2004-05 AND THE REVISED PLAN BUDGET ESTIMATE FOR THE YEAR 2005-06

Consideration of the item has been done in Item no. FC-3/05/10.

FC-3/05/13

IMPLEMENTATION OF THE NEW PENSION SCHEME TO NEW EMPLOYEES OF THE INSTITUTE

Committee approved the introduction of the Defined Contributory Pension Scheme for the new employees of the Institute. Committee further resolved that deductions against the new employees to be covered should be made from their salary. Committee resolved to recommend the approval of the new pension scheme to the Board.

Meeting ended with a vote of thanks to the Chair.

Prof. Gautam Barua
Chairman, Board of Governors
& Ex-officio Chairman, FC

Dr. Fazal A. Talukdar
Registrar
& Ex-officio Secretary, FC