

NATIONAL INSTITUTE OF TECHNOLOGY

DURGAPUR-713209, WEST BENGAL, INDIA

AGENDA NOTES FOR

**31st Meeting of Finance Committee to be held on August 09th, 2014
on 12.00 P.M. at Helium & Geothermal Exploration Station
(PWD Bungalow Campus)**

Village + P.O. – Bakreswar, District: Birbhum, West Bengal, Pin – 731134

Sl. No.	Item	Page No.
31.01	To confirm the Minutes of the 30 th Meeting of Finance Committee held on July 24 th , 2014.	1
31.02	To note action taken on the Minutes of the 30 th Meeting of Finance Committee held on July 24 th , 2014.	1
31.03	To consider the delegation of Financial Powers in respect of the Helium and Geothermal and Earthquake Precursors Project.	1
31.04	To consider the progress of the Helium and Geothermal and Earthquake Precursors Project.	1
31.05	To consider the adoption of MHRD O.M. No. F. No. C-13011/87/2011-Vig. dated 30 th June, 2014 regarding Preventive Vigilance matter.	2
31.06	Any other item with the permission of the chair	2



Item # 31.01: To confirm the Minutes of the 30th Meeting of Finance Committee held on July 24th, 2014.

The 30th Meeting of Finance Committee was held on July 24th, 2014 in the Conference Room, Cryogenics Building, Variable Energy Cyclotron Centre (VECC), 1/AF, Bidhan Nagar, Kolkata – 700 064. The minutes of the said meeting (Annexure –I) were circulated amongst the members.

Placed for confirmation of the Finance Committee.

Item # 31.02: To note action taken on the Minutes of the 30th Meeting of Finance Committee held on July 24th, 2014.

Item	Subject	Action Taken
30.03	To consider the recommendations of the 26 th Meeting of Building and Works Committee held on 22 nd July, 2014.	Noted.
30.04	To consider the Plan and Non-Plan fund position of the Institute as on 30/06/2014.	Noted.
30.05	To consider the Annual Accounts and Annual Report of the Institute for the financial year 2013-2014.	Noted.
30.06	Revision of budget allocation and admission of additional research scholars under TEQIP II.	Office Order issued.
30.07 (a)	To implement the enhancement of fees structure of various programmes in NITs from 2014-15 as per decision of the council of the NITs.	Office Order issued.
30.07 (b)	Recommendation of the Group on Helium and Geothermal and Earthquake Precursors Project.	Office Order issued. In process.

Item # 31.03: To consider the delegation of Financial Powers in respect of the Helium and Geothermal and Earthquake Precursors Project.

The matter relating to the delegation of Financial Powers in respect of the Helium and Geothermal and Earthquake Precursors Project is placed before the Finance Committee for consideration (Annexure –II).

Item # 31.04: To consider the progress of the Helium and Geothermal and Earthquake Precursors Project.

The progress of the Helium and Geothermal and Earthquake Precursors Project will be placed before the Finance Committee for consideration.




Item # 31.05: To consider the adoption of MHRD O.M. No. F. No. C-13011/87/2011- Vig. dated 30th June, 2014 regarding Preventive Vigilance matter.

In ordinary course, all sanctions accorded by the Chairman, Board of Governors are authorized by the Board of Governors of NIT Durgapur. If due to an emergency, the Chairman, Board of Governors accords sanction on an urgent basis since no Board of Governors meeting is likely to be held in the foreseeable future, the sanction so accorded by the Chairman, Board of Governors is ratified in the very next Board of Governors meeting of NIT Durgapur.

However, the Institute has received a letter, MHRD O.M. No. F. No. C-13011/87/2011- Vig. dated 30th June, 2014 regarding Preventive Vigilance matter in NIT Durgapur (Annexure –III), where it has been advised to follow the procedures mentioned above.

Placed before by the Finance Committee for perusal and adoption.

Item # 31.06: Any other item with the permission of the chair.


Col. (Retd.) P.S. Sandhu
Registrar and Member Secretary,
Finance Committee,
National Institute of Technology,
Durgapur
21 JUL 2014

**AGENDA NOTES
FOR**

31st Meeting of Finance Committee to be held on August 09th, 2014

Item # 31.06: Any other item with the permission of the chair

(a) To consider the proposal regarding the procurement of Atomic Absorption Spectrometer with Graphite Furnace (AAS-GF) for the Department of Earth & Environmental Studies.

The Board of Governors in its 28th Meeting held on July 26th, 2013 had approved Rs. 40 lakhs for the procurement of Atomic Absorption Spectrometer with Graphite Furnace (AAS-GF) for the Department of Earth & Environmental Studies. However, price quoted in the tendering process has been Rs.48 lakhs which exceeds the sanctioned amount by Rs 8 lakhs mainly because of escalation in the prices due to change in exchange rates during last one year.

In view of the above, it is proposed to approve an additional amount of Rs. 8 lakhs towards procurement of the equipment which will be very useful for various departments of the Institute.

Placed before the Finance Committee for consideration.



Col. (Retd.) P.S. Sandhu
Registrar and Member Secretary,
Finance Committee,
National Institute of Technology,
Durgapur

NATIONAL INSTITUTE OF TECHNOLOGY

DURGAPUR-713209, WEST BENGAL, INDIA

Minutes of the 30th Meeting of Finance Committee held on July 24th, 2014 at Conference Hall, Cryogenics Building, Variable Energy Cyclotron Centre (VECC), 1/AF, Bidhan Nagar, Kolkata – 700064.

The following Members attended the Meeting:

- | | | |
|---|---|-------------------------|
| 1. Prof. Bikash Sinha | - | Chairman |
| Homi Bhabha Professor, DAE
Chairman, Board of Governors,
NIT Durgapur
and Director (Retd.)
Saha Institute of Nuclear Physics &
Variable Energy Cyclotron Centre
1/AF, Bidhan Nagar, Kolkata-700064. | | |
| 2. Prof. T. Kumar | - | Member |
| Director,
National Institute of Technology,
Durgapur | | |
| 3. Shri Navin Soi | - | Member |
| Director (Finance),
Integrated Finance Division,
Dept. of Higher Education,
MHRD, Govt. of India | | |
| 4. Col. (Retd.) P.S. Sandhu, | - | Member Secretary |
| Registrar,
National Institute of Technology,
Durgapur | | |



The Chairman, Finance Committee, welcomed all the members to the meeting.

The MHRD representative and Prof. Nirmal Kumar Roy, Department of Electrical Engineering, NIT, Durgapur, could not attend the meeting and were granted leave of absence by the Chairman, Finance Committee.

Item # 30.01: To confirm the Minutes of the 29th Meeting of Finance Committee held on June 14th, 2014.

Confirmed.

Item # 30.02: To note action taken on the Minutes of the 29th Meeting of Finance Committee held on June 14th, 2014.

Noted.

Item # 30.03: To consider the recommendations of the 26th Meeting of Building and Works Committee held on 22nd July, 2014.

The recommendations of the 26th Meeting of Building and Works Committee held on 22nd July, 2014 was approved by the Finance committee and recommended to the Board of Governors for approval.

Item # 30.04: To consider the Plan and Non-Plan fund position of the Institute as on 30/06/2014.

The Finance Committee was apprised of the release of funds by IFD, MHRD, GOI till 30th June, 2014 and expenditure till date.

Shri Navin Soi, Representative, IFD, MHRD, informed the Finance Committee that Rs. 10 crores has been released by the IFD, MHRD. The Registrar and Deputy Registrar (Finance & Accounts) will visit MHRD, IFD to apprise the Ministry of the funds requirement of the Institute.

Item # 30.05: To consider the Annual Accounts and Annual Report of the Institute for the financial year 2013-2014.

The Finance committee approved the Annual Accounts and Annual Report of the National Institute of Technology, Durgapur for the financial year 2013-2014 and recommended to the Board of Governors for approval.



Item # 30.06: Revision of budget allocation and admission of additional research scholars under TEQIP II.

The Finance committee approved the revised Budget allocation and admission of additional research scholars under TEQIP II and recommended to the Board of Governors for approval.

Item # 30.07: Any other item with the permission of the chair.

(a) To implement the enhancement of fees structure of various programmes in NITs from 2014-15 as per decision of the council of the NITs.

Approved and recommended to the Board of Governors for approval.

(b) Recommendation of the Group on Helium and Geothermal and Earthquake Precursors Project.


The Finance committee approved in principle the recommendation of the Group on Helium and Geothermal and Earthquake Precursors Project and recommended to the Board of Governors for approval.

A meeting of the Group will be held on 09th August, 2014 at Bakreshwar. Further, the Deputy Registrar (Finance & Accounts), NITD will be a member of the Group on Helium and Geothermal and Earthquake Precursors Project in addition to the existing members.

There being no other point, the meeting ended with a vote of thanks to the Chair.

Approved
B. Sinha
24/07/2014

Prof. Bikash Sinha
Chairman,
Finance Committee,
National Institute of Technology,
Durgapur


Col. (Retd.) P.S. Sandhu
Registrar and Member Secretary,
Finance Committee,
National Institute of Technology,
Durgapur

24th JULY 2014

NATIONAL INSTITUTE OF TECHNOLOGY

DURGAPUR

Registrar's Secretariat

ANNEXURE-II

No: NITD/Reg/OR/2012/19

Date 19/10/2012

Office Order

The Board of Governors in its 24th Meeting held on 18th October 2012 has approved the Delegation of Financial Power to the Chairman, Director and Registrar as follows with immediate effect:

Sl. No.	Nature and particulars of powers	BOG Chairman Powers	Director Powers	Registrar Powers	Remarks
1	To approve/sanction expenditure in respect of Electricity and Water Supply Systems, Electric and Water Charges, Audit Fees, Printing & Stationery, Advertisement, Telex, Telephone and Fax, Rent, Rates and taxes, Legal Expenses/charges, Insurance Premia.	-	Full Powers	Full powers	In accordance with approved rules, regulations and norms
2	To approve and sanction engagement of daily rated workers	-	Up to ₹ 2 Lakh for a specific proposal	Up to ₹ 50,000/- for a specific proposal	To be engaged for work of casual nature only and payment to be made as per Minimum Wages Act.
3	To approve training programme and sanction expenditure on training to employees in India	-	Full powers up to the max. limit of ₹ 2 Lakhs for a specific period	Full powers up to the max. limit of ₹ 1 Lakh for a specific proposal for employees up to the GP ₹ 7600/-	As per Govt. Rules
4	To sanction advances/withdrawals and final payment from GPF/CPF	-	Full powers	Full powers	In accordance with PF Rules

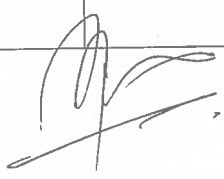


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5	To sanction School's membership fees and contributions to Professional bodies.	-	Full powers	Up to ₹ 1.5 lakh for a specific proposal	Subject to approval of proposal for membership by the Executive Board.
6	To sanction recruitment benefits to employees including PF, Pension, Gratuity etc.	-	Full powers	Full Power for PF	As per Govt. of India Orders from time to time.
7	To sanction TA Bills of employees for travel within India	-	Full powers	Full powers in respect of employees up to the pay scale of ₹ 37400/- - 67000/-, AGP ₹ 9000/-	Subject to prior approval of tour programme by the competent authority
8	To sanction expenditure on construction of new building(s), roads, electrical installation(s), water supply and sanitary facilities and other civil developments in the campus; and additions/alternations/modification thereto	-	Upto ₹ 50 lakhs	Upto ₹ 3 lakhs	The proposal should have the recommendation of the Building & Works Committee.
9	To sanction expenditure on purchase of Plant, Machinery & Equipments, Furniture & Fixtures, Computer / Communication Systems, Books & Journals	-	Upto ₹ 50 lakhs	Upto ₹ 3 lakhs	The proposal should have the recommendation of Central Purchase Committee
10	To sanction expenditure on purchase of Motor vehicle(s) as additions to/replacement(s) in the existing fleet	-	Upto ₹ 10 lakhs	-	Subject to the approval of the BoG and observance of GOI directives.
11	To approve/ sanction Pay & Allowances; and benefits to employees including Bonus, LTC etc.	-	Full powers	Full powers	As per MHRD/GOI Orders
12	To sanction overtime allowance; honoraria and other incentives for extra work.	-	Full powers for extra work on holidays	Full powers for extra work on working days	As per GOI rules/directives/As approved by BOG

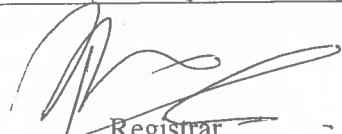
13	To approve tour programme and sanction TA Bills of outside faculty/experts/examiners/ official etc.	-	Full powers	Full powers	-
14	To sanction advances to employees		Full powers	Full powers	As per Govt. of India rules
15	To approve/sanction expenditure in respect of :	-	Full powers	Up to ₹ 3 Lakhs for a specific proposal	In accordance with approved rules, regulation and norms.
a	Education/Examinations/Students Welfare activities				
b	Uniform to staff, running & maintenance of vehicles				
c	Hiring of vehicles/machinery/ Equipment				
d	Computer software and consumables				
e	Expenditure on consultancy/ short term courses / Testing / Executive Dev. Programmes etc.				
f	Health Centre maintenance expenses including cost of medicines, consumables.				
g	Repair, maintenance to buildings, roads, furniture & fittings, electrical appliances / installations,				
h	Office machinery/ equipment, sanitary and water supply system, computer/ communication systems etc. R&D Projects and sponsored research projects, payment of interest, bank charges etc.				



16	To approve short term investments (within the financial year)	-	-	Full powers	
17	To approve long term investments		Full powers	-	To be reported to the FC/ BOG, at the meeting which follows
18	To sanction payment of penal interest/fines/penalties / demurrage/ wharf age charges levied by Govt/PSU authorities		Up to ₹ 50,000/- for a specific proposal subject to maximum of ₹ 25 Lakhs in a year	Up to ₹ 10,000/- for a specific proposal subject to maximum of ₹ 5 Lakhs in a year	To be reported to the FC/BOG at the meeting which follows
19	To approve write off/ disposal of old, used, obsolete of unserviceable assets/ stores	-	Up to ₹ 25000 for a specific proposal subject to maximum of ₹ 2 Lakhs in a year	Up to ₹ 5,000/- for a specific proposal subject to maximum of ₹ 0.50 Lakhs in a year	This powers is to be exercised as per Para 17 (5) of NIT Statues and recommendation of relevant committee. To be reported to the FC/BOG at the meeting which follows.
20	To write off losses and irrecoverable advances/loans/revenue not due to theft/negligence of employees	-	Up to ₹ 0.50 lakhs for a specific proposal subject to maximum of ₹ 2 Lakhs in a year	Up to ₹ 0.05 Lakhs for a specific proposal subject to maximum of ₹ 1 Lakhs in a year	Specific proposal to be reported to the FC/BOG at the meeting which follows
21	Re-appropriation of Budget Allocations	-	From one major head to another major head subject to maximum of 15% of the approved budget	From one sub-head to another sub-head under same major head.	-



22	Expenditure to meet unforeseen contingencies for an item other than the ones listed at Sl. Nos. 1 to 21 above		Up to ₹ 5 lakhs for a specific proposal	Upto ₹ 25000/-	Action taken by Chairman/Director/Registrar should be reported to FC/BOG at the meeting which follows for ratification
23	Contractual Services, Social Welfare Expenses, Security Service, Expenses on meeting/seminars/conferences	-	Full powers	Full powers	In accordance with approved rules, regulations and norms
24	Payment of interest and contribution to GPF/CPF	-	Full powers	Full powers	In accordance with approved rules, regulations and norms
25	In really urgent matters for which action has to be taken urgently and can not be kept pending till convening of FC/BOG meetings	Any amount within the power of BOG/FC	-	-	Action taken by Chairman would be put up for ratification to the FC/BOG at the next meeting


 Registrar
 19 Oct 2012

Copy to:

1. Director's Secretariat
2. Registrar's Secretariat
3. All HODs
4. Office Copy

Variable Energy Cyclotron Centre

Should be revised

Annexure-I

(Office Order no. 18-2010 dated April 26, 2010)

Delegation of financial Powers

Sl No.	Nature of Power	Project Director	Project Manager	Head of Group	Head of Division	Head of Section
1	Approving indents & acceptance of Purchase Tenders	10,00,000/-	5,00,000/-	2,00,000/-	1,00,000/-	50,000/-
2	Direct Purchase: A) Emergency Purchase (following purchase procedure, concurrence of DCA, 3- quotations etc.) B) Approve Temporary Advance for local purchase (N.A. certificate from Stores up to 5,000/-w/o quotation, above 5,000/- with 3- quotations.	50,000/- 20,000/-	50,000/- 10,000/-	50,000/- 10,000/-	10,000/- 5,000/-	NIL 2,500/-
3	Repair of equipments / any minor fabrication job.	1,00,000/-	50,000/-	50,000/-	20,000/-	NIL
4	AMC	1,00,000/-	50,000/-	50,000/-	20,000/-	NIL

Agenda for the Meeting on Helium and Geothermal and Earthquake Precursors Project

24.07.2014

1. Formation of Project Coordination and Implementation Group with the following members

- | | | |
|--------|--|--------------------------|
| (i) | Prof. Bikash Sinha, Homi Bhabha Professor, DAE, Chairman, NITD and Emeritus Professor at NITD, Helium and Geothermal Project | – Non Executive Chairman |
| (ii) | Prof. T. Kumar, Director, NITD | – Executive Chairman |
| (iii) | Dr. Hirok Chaudhuri, Assistant Professor, Dept. of Physics, NITD | – Project Manager |
| (iv) | Prof. Aniruddha Gangopadhyay, Professor, Dept. of Earth & Env. Sci., NITD | – Member |
| (v) | Prof. Nirmal Kumar Roy, Professor, Dept. of Electrical Engineering, NITD | – Member |
| (vi) | Dr. Kalyan Adhikari, Associate Professor, Dept. of Earth & Env. Sci., NITD | – Member |
| (vii) | Prof. Pathik Kumbhakar, Professor, Dept. of Physics | – Member |
| (viii) | Prof. Parthapratim Gupta, Professor, Dept. of Chemical Engineering & Dean (Research & Consultancy), NITD | – Member |
| (ix) | Col. (Retd.) P. S. Sandhu, Registrar, NITD | – Member Secretary |
| (x) | Shri U. C. Mukherjee, Dy. Registrar (F & A) | – Member |

An office order may be issued in this matter

2. Delegation of Financial Powers to the Project Manager (proposed as per attachment)

An office order may be issued in this matter

3. Recruitment of manpower for the project (temporary basis for three years only)

Post-Doctoral Fellow – 2 Nos. (one with Physics background and other one with Geology/Geophysics background)
Project Fellow / Research Fellow – 2 Nos. (Preferably one with Physics background and other one with geology/Geophysics background),
Project Assistant – 2 Nos. (the persons must be suitable for field work with knowledge of computer MS Office, MS Word, MS Excel., graphical software and scientific data handling)
Office Assistant – 1 No. (having knowledge of computer – MS Office package, handling of account sheet etc.)

Salary of the above mentioned manpower will be as per rule of NITD

4. Settlement of space for laboratory and data analysis center for the above mention project with infrastructural facility at NITD

Space for equipment – Gas Chromatograph and its accessories, Radon Monitor and its accessories, Gamma Tracer and its accessories, Water Chemistry analyser – spectrophotometer, Helium Mass Spectrometer

Space for data analysis center for earthquake precursory study

Space for seating arrangement of Project Personnel – Post Doctoral Fellow – 2 Nos., Project Fellow – 2 Nos. , Project Assistant – 2 Nos. and **Project Manager to monitor and supervise the activities**

Infrastructural facility –

- One clean room (20x15 sq. feet) with concrete floor, Air Condition, de-humidifier, laboratory furniture, two computers, associated printer and computer peripherals for laboratory purpose for mass spectrometer
- One room (10x15 sq. feet) with Air Condition, chairs, computer table, book case, almairah etc. for data center purpose, two computers, associated printer and computer peripherals
- One room (10x15 sq. feet) with Air Condition, chairs, computer table, book case, almairah etc. for seating arrangement of 4 persons, four computers, associated printer and computer peripherals

**Budgetary estimation for
Magnetotelluric survey at Bakreshwar Hot Spring Site
for Geothermal and Helium Exploration**
(Estimation given by Institute of Seismological Research, Gandhinagar, Gujarat)

Going through the literature of previous researchers (Majumdar, 2000 and Srivastava, 2007), it is suggested to conduct the Magnetotelluric survey into two phases.

- (i) In a grid pattern (in 25 sq km area with grid spacing of 1 km and central line of 15 km with 10 stations (Total = 40 stations)) (Fig.1).
- (ii) Extra station with a spacing of 500 m-750 m in the existing grid for finer mapping of the anomalous zone (if identified).

Summary:

Survey Type: Magnetotelluric in Grid Pattern
Total Stations: 40
Total estimated cost: 50 lacs (1.25 lacs per station)

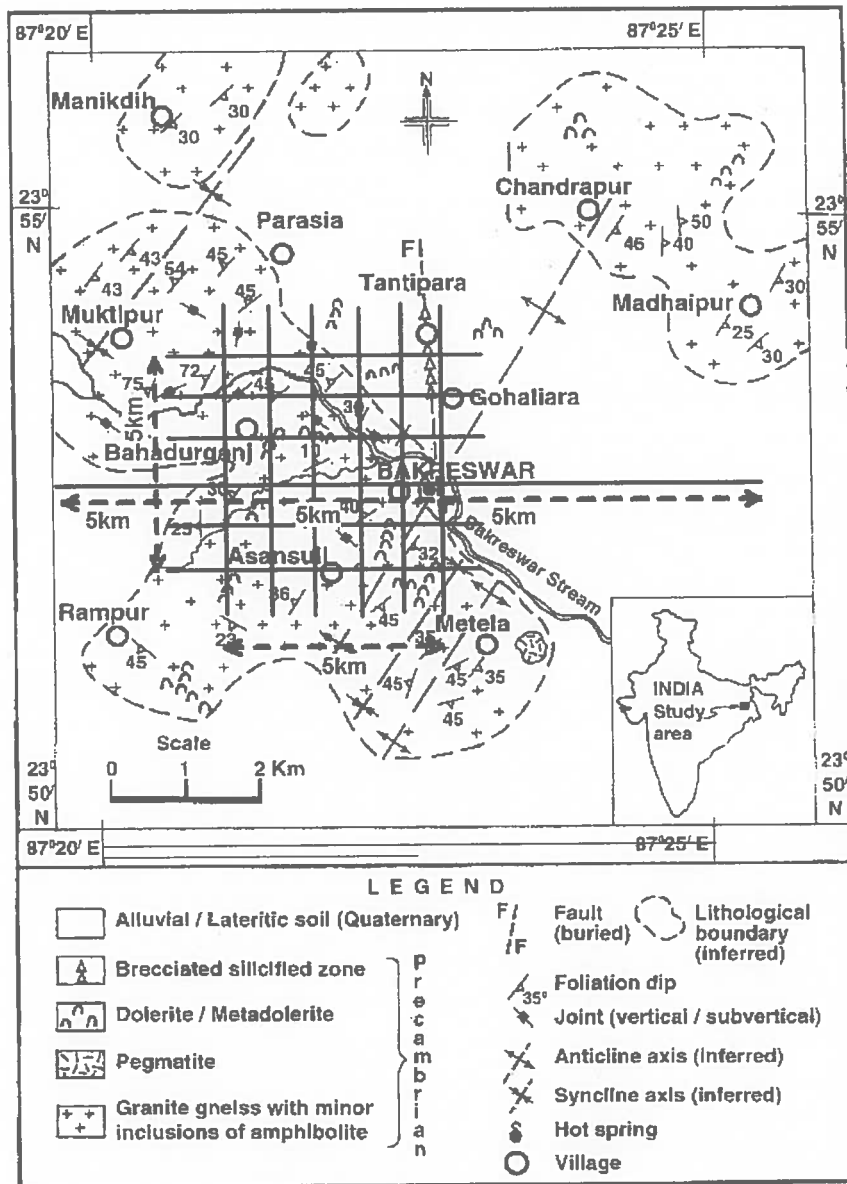


Fig.1: Geological map of Bakreshwar geothermal province (after Majumdar et al., 2000) with proposed MT Grid.

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987/14

ANNEXURE - III

F.No. C-13011/87/2011-Vig.
Ministry of Human Resource Development
Department of Higher Education
Vigilance Section

New Delhi, dated the 30th June, 2014

Sub.: Preventive Vigilance matter – regarding.

In one of the cases, University Grants Commission after due consideration of the facts placed before it authorized its Chairman to take a final decision in the matter. However, the decision taken by its Chairman was subsequently a subject of CBI investigation and the CBI after investigation observed that the Members of the Commission took an unusual stand in authorizing the Chairman to take appropriate decision rather than contributing their own views in the matter. The CBI, therefore, recommended the Ministry to take action as deemed fit against the Chairman and Members of the University Grants Commission.

2. The matter when subsequently examined in consultation with the Central Vigilance Commission, it was found that there was nothing unusual in the Commission authorizing Chairman to take a decision in a particular matter, particularly because the said procedure had been evolved over a period of time due to meetings of the Commission being held over a period of time. However, to avoid the re-occurrence of the situations like the one above, it has been decided, in consultation with the CVC that as a measure of preventive vigilance, where the Commission authorizes the Chairman to take a decision on behalf of the Commission, the decision taken by the Chairman should be got vetted and confirmed in the subsequent meeting of the Commission as a separate item. This would be applicable to all the Institutions on which the Ministry has the administrative jurisdiction.

3. The Bureau Heads are requested to bring these instructions to the notice of the Institutes under their administrative charge for compliance.

Amp
20/6/14
(Amit Khare)
JS & CVO

All Bureau Heads in the Ministry.

Heads of all Autonomous Institutions

Copy to Sr PPS to Secretary (SE&L) and Sr PPS to Secretary (HE) for information.

Amp
21/6/14
(Amit Khare)

Regd - To please circulate among the BDA members and place in the next meeting of BDA for info & necessary action.

J. Kumar
25/7/14

(14)