

## AGENDA NOTES

**For the 58<sup>th</sup> Meeting of the Finance Committee of National Institute of Technology Durgapur to be held on January 23, 2024 from 03: 30 p.m. onwards in hybrid mode.**

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58.01	To confirm the Minutes of the 57 <sup>th</sup> Meeting of the Finance Committee held on February 08, 2023	1
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58.07	To consider and approve opening of an M. Tech. Program in AI and Data Science from AY 2024-25.	3
58.08	To consider and approve the minutes of the 43 <sup>rd</sup> Building and Works Committee meeting held on 22 <sup>nd</sup> December, 2023.	3
58.09	Any other item with the permission of the Chair.	3

**58.01 To confirm the Minutes of the 57<sup>th</sup> Meeting of the Finance Committee held on February 08, 2023**

The 57<sup>th</sup> Meeting of the Finance Committee of NIT Durgapur was held on February 08, 2023 in the online mode in MS-Team Platform.

The Minutes of the said meeting was circulated amongst the members of the Finance Committee for comments. No comments were received from the Members. The Minutes of the meeting is placed before the Finance Committee for consideration and confirmation. **(Annexure I, page# I-1 to I-3)**

**58.02 To note the Actions Taken on the Minutes of the 57<sup>th</sup> Meeting of the Finance Committee held on February 08, 2023**

The Actions Taken on the Minutes of the 57<sup>th</sup> Meeting of the Finance Committee held on February 08, 2023 are given in **Annexure-II, page#II-1 to II-3)**

**58.03 To consider the fund position as on January 19, 2024**

Object Head	Opening Balance 01.04.2023	Sanctioned 2023 - 2024	Grant released during 2023- 24 up to 18.01.2024	Total fund Available with the institute	Actual Expenditure during 2023- 24 up to 19.01.2024	Unspent/ Deficit Balance 19.01.2024
[1]	[2]		[3]	[4]=[2]+[3]	[5]	[6]=[4]-[5]
31	0.00	7281.00	5640.15	5640.15	4570.45	1069.70
36	0.00	8326.00	6908.00	6908.00	6603.12	304.88
Total (recurring)	0.00	15607.00	12548.15	12548.15	11173.57	1374.58
35	0.00	2900.00	1844.00	1844.00	806.31	1037.69
Grand Total (OH- 31+35+36)	0.00	18507.00	14392.15	14392.15	11979.87	2412.28

**NOTE: The Grant under Recurring Head (OH-31), Salary Head (OH-36) and Capital Assets Head (OH-35) is received from MoE, GoI.**

**58.04 To consider Revision of emoluments and guidelines on service conditions for research personnel engaged in R&D programme NIT Durgapur**

The emoluments for research personnel engaged in R & D programme funded by

Ministry of Education, shall be enhanced as per the provisions provided in GOI, Ministry of Education, Department of Higher Education letter no. F. No.12-2/2023-U1 dated 11th September, 2023 as enclosed.

Research associates may be fixed at a consolidated amount at one of the three pay levels as given in the GOI, Ministry of Education, Department of Higher Education letter no. F. No.12-2/2023-U1 dated 11th September, 2023 as enclosed, depending upon the qualification and experience.

The service conditions like DA, HRA, Medical benefits, Leave and other entitlements, Bonus and LTC, Retirement benefits, Publication/ Patent, obligations of JRF/SRF/RA are also given in the said GOI, Ministry of Education, Department of Higher Education letter no. F. No.12-2/2023-U1 dated 11th September, 2023 as enclosed (Point no.2 of the letter).

The provisions regarding the number of fellowships, selection for award of fellowships etc. are mentioned in the said GOI, Ministry of Education, Department of Higher Education letter no. F. No.12-2/2023-U1 dated 11th September, 2023 as enclosed (Point nos. 3 & 4 of the letter).

The date of effective of the revised emoluments will take place from 01.01.2023 as mentioned in the said GOI, Ministry of Education, Department of Higher Education letter no. F. No.12-2/2023-U1 dated 11th September, 2023 as enclosed (Point no. 6 of the letter).

Pursuant to the MoE, New Delhi, memo no. F. No.12-2/2019-U1, dated 04th August, 2023 the Competent Authority of the Institute has already approved intimation of the estimated financial implication in respect of the incrimination of Revision of emoluments in respect of the Institute Research Scholars of NIT Durgapur.

The total Arrear amount as communicated to MoE, vide letter No. NITD/Estt./M.E./2023, dated November 23, 2023 is Rs. 2,52,41,034 for the Financial Year 2023-24. **(Annexure-IV, page#IV-1 to IV-6)**

The matter is now placed Finance Committee for approval.

**58.05 To consider and approve the Revision of Delegation of Financial Powers in NIT Durgapur**

Earlier in various FC/BoG Meetings, the Financial Powers has been delegated as follows:

<b>BoG Meeting #</b>	<b>Office Order #</b>	<b>Delegated to</b>	<b>Amount (Rs. In Lakh)</b>
35 <sup>th</sup> Meeting of BoG	NITD/Reg/OR/2012/19, dated 13.08.2014	Registrar	5.0 Lakh
45 <sup>th</sup> Finance Committee Meeting	NITD/REG/FC-45/OR/2/2018, dated 13.11.2014	Dean (SRCC) Other Deans HoDs	2.0 Lakh 1.0 Lakh 0.5 Lakh
56 <sup>th</sup> BoG Meeting	ID Memo No. NITD/Reg/IDM-04/56th BoG, dated 28.12.2020	Dean (R&C)	5.0 Lakhs

(Office Orders are enclosed in **Annexure-V, page# V-1 to V-7**)

It is hereby proposed that all financial power for approving any expenditure on behalf of the Institute shall be vested to the Director. Director further propose to delegate the financial power to the following cases for smooth functioning of the Administration:

delegate the financial power to the following cases for smooth functioning of the Administration:

- i) Dean(SW) shall approve the expenditure up to Rupees 25000/- for student club activities, within the approved budget.
- ii) Dean (Academic) shall approve the Contingency Grant for all Institute Research Scholars.
- iii) Dean (R&C) shall approve all expenditure related to project, except procurement of equipment and furniture.
- iv) Registrar (I/C) shall approve the expenditure related to Department Operating Cost (DOC) and Reimbursement of Medical Expenses to all employees of the Institute.

Submitted for approval please.

**58.06 To consider and approve starting of a B. Tech. Program in Mathematics and Computing from AY 2024-25.**

As recommended by the Senate in its 71st meeting held on 18/12/2023, the Board may consider and approve starting of a B. Tech. program in Mathematics and Computing with intake as 60 including EWS from the AY 2024-25 offered by the Department of Computer Science and Engineering without any further financial obligation.

The Finance Committee is requested to consider and approve the same.

**58.07 To consider and approve opening of an M. Tech. Program in AI and Data Science from AY 2024-25.**

As recommended by the Senate in its 71st meeting held on 18/12/2023, the Board may consider and approve starting of an M. Tech. program in AI and Data Sciences with intake as 20 including EWS from the AY 2024-25 offered by the Department of Computer Science and Engineering without any further financial obligation.

The Finance Committee is requested to consider and approve the same.

**58.08 To consider and approve the minutes of the 43<sup>rd</sup> Building and Works Committee meeting held on 22<sup>nd</sup> December, 2023.**

The minutes of the 43<sup>rd</sup> Building and Works Committee meeting held on 22<sup>nd</sup> December, 2023 is enclosed as **Annexure – VI page# VI-1 to VI -9)**

**58.09 Any other item with the permission of the Chair**

**58.09.1: To consider and approve the guidelines for empanelment of advocate at different courts.**

Details report is attached as **Annexure – VII**



**Registrar (I/C) & Member Secretary  
Finance Committee, NIT Durgapur**

**NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR**  
**MAHATMA GANDHI AVENUE, DURGAPUR-713209, WEST BENGAL, INDIA**

Minutes for the meeting of 57<sup>th</sup> Finance Committee of the National Institute of Technology Durgapur held on Wednesday, February 8, 2023 in online mode in Google meet from 04:30 p.m. onward.

The following members attended the Meeting:

1.	<b>Prof. (Retd.) Sadanand Sadashiv Gokhale</b> Chairperson National Institute of Technology Durgapur.	<b>Chairperson</b>
2.	<b>Prof. Indrajit Basak</b> Director (Officiating) National Institute of Technology Durgapur.	<b>Member</b>
3.	<b>Ms. Veena Dunga</b> Deputy Secretary (NTI's) Department of Higher Education, Ministry of Education Shastri Bhawan, New Delhi- 110015.	<b>Member</b>
4.	<b>Professor Apurba Kumar Patra</b> Professor Department of Chemistry National Institute of Technology Durgapur.	<b>Member</b>
5.	<b>Shri Soumya Sen Sharma</b> Registrar National Institute of Technology Durgapur.	<b>Member-Secretary</b>

At the outset, the Hon'ble Chairperson, Finance Committee, extended a warm welcome to all members of the Finance Committee. Thereafter, the following Agenda Items were taken up by the Finance Committee and the decisions of the Committee were noted as follows against each individual item in cognizance of the comments received from IFD, MoE vide email dated February 7, 2023 on the 57<sup>th</sup> FC Agenda items:

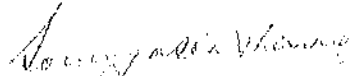
Agenda #	Agenda Item	Comments of IFD, MoE
57.01	To confirm the Minutes of the 56 <sup>th</sup> Meeting of the Finance Committee held on October 10 <sup>th</sup> , 2022	May be confirmed.
	The Minutes of the 56 <sup>th</sup> Meeting of the Finance Committee held on October 10 <sup>th</sup> , 2022 was confirmed by the Finance Committee.	
57.02	To note the Actions Taken on the Minutes of the 56 <sup>th</sup> Meeting of the Finance Committee held on October 10 <sup>th</sup> 2022.	ATR may be noted.
	The Finance Committee noted the Actions Taken on the Minutes of the 56 <sup>th</sup> Meeting of the Finance Committee held on October 10, 2022.	

57.03	To consider the fund position as on January 15 <sup>th</sup> , 2023.	Status of fund position may be noted.
	The Finance Committee noted the fund position as on January 15 <sup>th</sup> , 2023. It was pointed out that the Institute gets fund from MoE, Gov under Recurring Head (OH-31), Sakury Head (OH-36) and Capital Assets Head (OH-35). The Hon'ble Chairperson commented that a small note should be added to the tabular statement in order to render the fund position more comprehensive.	
57.04	To consider the resolution of the 42 <sup>nd</sup> meeting of the Building and Works Committee (B&WC) to be held on February 03, 2023.	May be considered as per recommendations of the BWC.
	The Finance Committee recommended that a comprehensive plan be submitted in the next meeting of the Finance Committee in connection with renovation of old hostels (Nos. 1, 2, 3, 4, 5 & 8) and plan for OFC layout for the quarters (campus) area, pertaining to Agenda Item No. 42.5 & 42.6 of the 42 <sup>nd</sup> meeting of the Building and Works Committee of the Institute. The Hon'ble Chairperson, BoG pointed out that perpetual extension of PDC given to CPWD is a cause of concern as it increases the cost. The issue needs to be resolved at the highest level or alternatives should be considered for construction activities.	
57.05	To consider letter No. F. No. 33-3/2022-TS.III regarding applicability of Payment of Gratuity Act, 1972 to educational institutions under the Ministry of Education - regarding	May be considered as per instruction issued by MoE.
	The Finance Committee adopted the decision of the Ministry of Education regarding the applicability of Payment of Gratuity Act, 1972 to educational institutions under the Ministry of Education as communicated vide F. No. 33-3/2022-TS.III dated December 28, 2022.	
57.06	To consider the Separate Audit Report (SAR) for the financial year 2021-22.	May be considered as per recommendations of the Audit
	The Finance Committee recommended for approval of the Separate Audit Report (SAR) for the financial year 2021-22. The Hon'ble Chairperson, BoG stressed on segregation of Audit Para based on their rationale and reason. The policy related Audit Para with procedural lapses and those resulting in errors of processing transaction entries should be separated and the answer to the SAR should be prepared accordingly. The recurring Audit Para should be taken care of immediately.	
57.07	Any other item with the permission of the Chair.	

No other matter was taken up for discussion.

The Hon'ble Chairperson, BoG expressed concern regarding financial stress on account of IRG reduction, and informed the committee that he has already written two letters to the Secretary MoE in November and December. He also commented that delay in completion of physical infrastructure, is resulting in postponement in the equipment procurement plans under HEPA project.

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



**Registrar &  
Member Secretary, Finance Committee  
National Institute of Technology  
Durgapur - 713209**

Annexure-II

To note the Actions Taken on the Minutes of the 57 <sup>th</sup> Meeting of the Finance Committee held on February 08, 2023			
Item #	Agenda Item	Decision taken on the Item	Action Taken on the Item
57.03	To consider the fund position as on January 15 <sup>th</sup> , 2023	The Finance Committee noted the fund position as on January 15 <sup>th</sup> , 2023. It was pointed out that the Institute gets fund from MoE, GoI under Recurring Head (OH-31), Salary Head (OH-36) and Capital Assets Head (OH-35). The Hon'ble Chairperson commented that a small note should be added to the tabular statement in order to render the fund position more comprehensive.	As suggested, a small note has been added to the tabular statement.
57.04	To consider the resolution of the 42 <sup>nd</sup> meeting of the Building and Works Committee (B&WC) to be held on February 03, 2023.	The Finance Committee recommended that a comprehensive plan be submitted in the next meeting of the Finance Committee in connection with renovation of old hostels (Nos. 1, 2, 3, 4, 5 & 8) and plan for OFC layout for the quarters (campus) area, pertaining to Agenda Item No. 42.5 & 42.6 of the 42 <sup>nd</sup> meeting of the Building and works committee of the Institute	Noted for Compliance in the next Building and Works Committee (B&WC) meeting.



		<p>which was held on meeting respectively.</p> <p>The Hon'ble Chairperson, BoG pointed out that perpetual extension of PDC given to CPWD is a cause of concern as it increases the cost. The issue needs to be resolved at the highest level or alternatives should be considered for construction activities.</p>	
57.05	<p>To consider letter No. F. No. 33-3/2022-TS.III regarding applicability of Payment of Gratuity Act, 1972 to educational institutions under the Ministry of Education - regarding</p>	<p>The Finance Committee adopted the decision of the Ministry of Education regarding applicability of Payment of Gratuity Act, 1972 to educational institutions under the Ministry of Education as communicated vide F. No. 33-3/2022-TS.III dated 28 December, 2022.</p>	<p>Office Order issued.</p>
57.06	<p>To consider the Separate Audit Report (SAR) for the financial year 2021-22.</p>	<p>The Finance Committee recommended for approval of the Separate Audit Report (SAR) for the financial year 2021-22.</p>	<p>As suggested by the Hon'ble Chairperson BoG, suitable reply and necessary correction entries were made in the Annual Accounts 2022-23, which resulted in recommendation for</p>

		<p>The Hon'ble Chairperson BoG stressed on segregation of Audit Para based on their rationale and reason. The policy related Audit Para with procedural lapses and those resulting in errors of processing transaction entries should be separated and the answer to the SAR should be prepared accordingly. The recurring Audit Para should be taken care of immediately.</p>	<p>dropping of 19 numbers of old recurring Audit Para out of a total number of 22 Audit Para by CAG Audit Team camped at NIT Durgapur (Draft SAR, <b>Annexure - III, page # III-1 to III-8</b>)</p>
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## Annexure-III

**Minutes of meeting on the present position of outstanding observations held on 25.07.2023 in the campus of National Institute of Technology Durgapur**  
**Comments on Accounts:**

Audit Para	Subject	NITD Reply	Remarks (Audit)
A.	Balance Sheet		
1.1	Liabilities:		
1.1.1	<p><b>Designated/Earmarked/Endowment Funds (Schedule-2): Rs180.72 crore</b></p> <p>The above head was overstated, as the 'New Pension Scheme' fund balance, amounting to Rs2.91 crore, was again included under the 'Earmarked Funds' (Schedule 2), instead of being shown under a separate account, attached with the annual accounts, in violation of the Format of Accounts prescribed by the MoE (erstwhile MHRD). This further resulted in overstatement of 'Current Assets' (Schedule 7) by Rs 2.91 crore.</p>	<p>The NPS account has been separated from the NIT (Main) Account and attached with the annual accounts from this financial year and hence duly complied. Therefore the Para may be dropped.</p>	<p>Para may be treated as settled, if approved</p>
1.1.2	<p><b>Current Liabilities and Provisions (Schedule-3): Rs116.12 crore</b></p> <p>Despite similar mention in the previous year's audit report, and in violation of the Format of Accounts approved by MoE, the above head was overstated by Rs 90.32 crore, due to inclusion of the fund balances and interest, of the 'General Provident Fund' (Rs80.55 crore), as well as the 'Contributory Provident Fund' (Rs9.77 crore). This resulted in overstatement of the 'Current Assets' (Schedule 7) by Rs 90.32 crore.</p>	<p>The GPF account has been separated from the NIT (Main) Account and attached with the annual accounts from this financial year and hence duly complied. Therefore the Para may be dropped.</p>	<p>The fact has been verified. The institute partially complied of the objection raised. The GPF account has been separated but CPF account not separated. A separate observation in regard to non-compliance part of the observation had been issued. Hence, Para may be treated as settled, if approved.</p>
1.2	Assets		
1.2.1	<p><b>Current Assets (Schedule-7): Rs 222.59 crore</b></p>		

	<p>Despite mention in the previous year's Audit Report, the above head was understated by an amount of Rs 15.19 crore, due to non-exhibiting the closing balances of two separate savings bank accounts for: (i) the Sponsored Research Consultancy Cell (SRCC) [Canara Bank Account No.: 8569101003197; Closing Balance: Rs14.23 crore, and (ii) Continuing Education Programme (CEP) [(SBI Account No: 37850318679); Closing Balance: Rs0.96 crore], as on 31 March 2022. This further resulted in understatement of the 'Current Liabilities and Provisions' (Schedule 3), by the same amount.</p>	<p>The separate SRCC account has been prepared and hence balances are not taken in NIT main account and further the balance of CEP has been included in the Current Assets account and hence duly complied. Therefore the Para may be dropped.</p>	<p>Para may be treated as settled, if approved.</p>
1.2.2 a)	<p><b>Loans, Advances and Deposits (Schedule-8): Rs46.44 crore</b> Despite similar mention in the previous financial year's audit report, the above head was overstated by Rs1.12 crore, as, during the financial year 2013-14, subscriptions and contributions, for the New Pension Scheme, were paid from the 'IA Rec A/c', instead of being paid from the 'SBI New Pension Scheme Bank A/c', and the said amount was, thereafter, shown as 'Receivable from NPS to IA Rec A/c'. This further resulted in understatement of the 'Current Assets' (Schedule 7), by an amount of Rs1.12 crore, as on 31 March 2022.</p>	<p>The necessary adjustment has already been done during the FY 2022-23 and hence complied. Therefore the Para may be dropped. The Annexure No : I attached</p>	<p>Para may be treated as settled, if approved.</p>
b)	<p>The above head was understated by an amount of Rs 25.20 lakh, due to non-booking of the expenditure incurred towards 'Computer Network and Bandwidth' pertaining to the financial year 2022-23, during the current financial year as prepaid expenses. The Institute, however, booked the same as revenue expenditure under the head 'Administrative and</p>	<p>As prepaid Expenses already booked in the last year, therefore no adjustment entries required in the FY 2022-23. Therefore the Para</p>	<p>Para may be treated as settled, if approved</p>

	General Expenses' (Schedule 17). This further resulted in understatement of the 'Corpus/ Capital Fund' (Schedule 1), by Rs 25.20 lakh.	may be dropped.	
c)	The Institute had deposited an amount of Rs 31.25 crore, to the ESCROW Account created for repayment of the HEFA Principal and out of this Rs16.19 crore had already been paid till date. However, the Institute has booked only Rs 9.07 crore under the head 'Capital Works in Progress' and kept the rest of the amount of Rs22.17 crore under the head 'Other Receivables', instead of booking the amount of Rs15.05 crore under the head 'Current Assets'. This resulted in overstatement of 'Loans, Advances and Deposits' (Schedule 8) by Rs22.17 crore and understatement of the 'Fixed Assets (Capital Work in Progress)'(Schedule 4) by Rs7.12 crore and understatement of the 'Current Assets'(Schedule 7), by Rs15.05 crore.	The adjustment entries have been made as during the FY 2022-23 as directed and hence duly complied. Therefore the Para may be dropped. The Annexure No : II attached	Para may be treated as settled, if approved
<b>B</b>	<b>Income and Expenditure Account</b>		
<b>2.1</b>	<b>Expenditure</b>		
<b>2.1.1</b>	<b>Staff Payments &amp; Benefits (Schedule 15):Rs 109.80crore</b> The above head was understated by an amount of Rs4.67 lakh, due to non-provisioning of the salary towards Hostel Employees for the month of March 2022. This further resulted in overstatement of the Surplus (being the Excess of Income over Expenditure), by Rs4.67 lakh.	The provisions have been duly made during the FY 2022-23 as directed and hence duly complied. Therefore the Para may be dropped. The Annexure No : III attached	Para may be treated as settled, if approved.
<b>2.1.2</b>	<b>Administrative and General Expenses (Schedule 17): Rs 22.42 crore</b> The above head was understated by an amount of Rs 81.05 lakh, due to non-provisioning of the salary of the outsourcing staffs (Rs80.68 lakh) and expenditure incurred towards postage and	The provisions have been duly made, however, the maximum payment has been made to outstanding staffs within 31.03.2023. Therefore the Para may be	Para may be treated as settled, if approved.

	telegram (Rs0.37 lakh) for the month of March 2022. This further resulted in overstatement of the Surplus (being the Excess of Income over Expenditure), by Rs 81.05 lakh.	dropped. The Annexure No : IV attached	
<b>2.2</b>	<b>Income</b>		
<b>2.2.1</b>	<b>Income from Investments (Schedule-11):</b> Rs6.41 crore The above head was understated by an amount of Rs1.03 crore, due to non-booking of the accrued interest earned from two SBI term deposits (TDR No. 31798608464 (Principal Amount: Rs0.69 crore) and TDR No. 36976480014 (Principal Amount: Rs0.80 crore)) invested during 2011 and 2017 respectively. This further resulted in understatement of the Surplus (being the Excess of Income over Expenditure), by Rs1.03 crore.	The accrued interest earned from SBI Term deposits (TDR No. 31798608464 and TDR No. 36976480014) has been duly provided in this FY 2022-23. (Annual Accounts page no 65(S.I No 6) and page no 66(S.I No 29)). Therefore the Para may be dropped.	Para may be treated as settled, if approved
<b>C</b>	<b>General Comments</b>		
<b>3.1</b>	The Institute had wrongly booked the following under the head 'Fixed Assets' (Schedule 4):.		
<b>a)</b>	The 'Fixed Assets (Building)' was understated by an amount of Rs1.95 crore, due to non-transferring of the completed works during previous years from the head 'Capital Works in Progress'.	The Fixed Assets (Building) has been transferred from WIP to Assets in the FY 2022-23 as directed. Therefore the Para may be dropped. The Annexure No : V attached	Para may be treated as settled, if approved
<b>b)</b>	Further, the 'Fixed Assets' was overstated by an amount of Rs2.36 crore, due to wrong transfer of the works completed and put to use during the financial year 2022-23.	As asset already transferred in the last year, therefore no adjustment entries required in this FY 2022-23. Therefore the Para may be dropped.	Para may be treated as settled, if approved
<b>3.2</b>	The Institute had booked capital expenditure		

	during the financial year as Rs11.85 crore in the 'Corpus/ Capital Fund' (Schedule 1), Rs23.18 crore in the 'Current Liabilities and Provisions' (Schedule 3C), Rs112.42 crore in the 'Fixed Assets' (Schedule 4) and Rs29.83 crore in the Receipts and Payments Account. This discrepancy of figures needs to be reconciled.	The reconciliation has been done.	Para may be treated as settled, if approved
3.3	The Institute had booked an amount of Rs2.91 crore, as the balance under NPS Fund, however, it booked an amount of Rs2.24 crore under the head 'Investment-Others' (Schedule 6) (Rs1.85 crore) and 'Current Assets' (Schedule 7) (Rs0.39 crore) against the NPS Fund. This needs to be reconciled.	The NPS account has already been separated from the NIT(Main) Account and hence duly complied. Therefore the Para may be dropped.	Para may be treated as settled, if approved
3.4	As per the Bank Reconciliation Statement, 'receipts' of Rs22.74 lakh, were recorded in the Cash Book, but had not been credited in the Institute's bank account (SBI Account No: 11520034072), till 31 March 2022. The Institute needs to take necessary steps to review the same, for further action, at the earliest.	The Bank Reconciliation of the bank Account(SBI Account No: 11520034072) has been done for the FY 2022-23. The Bank Reconciliation Statement has been prepared for the same. Therefore the Para may be dropped.	Para may be treated as settled, if approved
3.5	As per the Bank Reconciliation Statement, Rs0.82 lakh, was debited from the Institute's Bank Account (SBI Account No: 11520034072), but had not been entered in the Cash Book, till 31 March 2022. The Institute needs to take necessary steps to review the same, for further action, at the earliest.	The Bank Reconciliation of the bank Account(SBI Account No: 11520034072) has been done for the FY 2022-23. The Bank Reconciliation Statement has been prepared for the same. Therefore the Para may be dropped.	Para may be treated as settled, if approved
3.6	Despite mention in the previous year's Audit		

	Report, the Institute had not taken any rectifying measures in the following cases:		
a)	No actuarial provision was made towards retirement benefits and leave encashment, in term of Accounting Standard 15 and the Format of Accounts prescribed by MoE.	The detail of Actuarial value received from Actuarial agency ( M/s LIC of India) and was placed in the 56 <sup>th</sup> BOG meeting which was not approved, hence could not be implemented. The Annexure No: VI attached (Para No- 56.07)	Para has been updated. Para may be deleted from this IR
b)	In violation of Accounting Standard-5, the impact on the annual accounts was not disclosed in the 'Notes to Accounts', even though the method of depreciation had been changed from the 'Written Down Method', to the 'Straight Line Method', from the financial year 2018-19.	The same has already been disclosed in the Notes of Accounts in FY 2022-23. Therefore the Para may be dropped.	Para may be treated as settled, if approved
c)	The Institute did not prepare 'Schedule - 3C (Unspent Grants)' and 'Schedule - 10 (Grants/ Subsidies)', as per the format of accounts prescribed by MoE. Thus, the unspent balance of grants received under the Capital, Revenue and Specific Purpose heads and the interest earned thereon, were not exhibited separately.	Schedule-3C(Unspent Grants) has been duly prepared and attached with Annual Accounts. Therefore the Para may be dropped.	Para may be treated as settled, if approved
d)	In violation of the Format of Accounts prescribed by the MoE, certain items of accounts (such as Tuition fee, Admission fee, Registration fee, Training and Placement fee, Library charge, Students Activity Fund), were not shown separately in the Annual Accounts.	In this FY2022-23, Tuition Fees , Admission Fees, Library charges, Hostel fees and Institute fees has been shown separately. Therefore the Para may be dropped.	Para may be treated as settled, if approved
e)	In deviation from the Format of Accounts prescribed by MoE, three	Noted and will be comply in the next financial year.	Para has been updated.



	reserve funds, with a total balance of Rs4.99 crore, were again created under the head 'Corpus/Capital Fund' (Schedule 1).		Para may be deleted from this IR
D)	A balance of Rs5.65 lakh, was shown under 'Advances and other amounts recoverable in cash or in kind or for value to be received (Others)', under 'Loans, Advances and Deposits (Schedule 8)'. As the amounts are more than 10 years old, chances of their recovery appear to be remote. The Institute did not take necessary steps, to review the need to write-off these long pending receivable amounts.	The necessary entries has been already made in the FY 2022-23 and hence duly complied. Therefore the Para may be dropped.  The Annexure No: VII attached	Para may be treated as settled, if approved
3.7	The Institute did not conduct physical verification Fixed Assets and Inventories, during the financial year.	The Institute has already carried out partially physical verification of its assets this year. Therefore the Para may be dropped.	The institute did not complied the same during the FY 2022-23 and the same has been incorporated in Internal Control Para may be deleted from this IR
<b>D</b>	<b>Grants-in-Aid</b>		
	The National Institute of Technology, Durgapur, is mainly financed by grants from the Government of India (GoI). For the financial year 2021-22, it received grants from the GoI, amounting to Rs153.25 crore [Revenue: Rs125.96 crore, Capital: Rs27.16 crore and HEFAI Interest: Rs0.13 crore (OH-31)]. In addition, it had an opening balance of	No discrepancies found.	

	Rs10.55 crore (Revenue: Rs8.18 crore and Capital: Rs2.37 crore), from the previous financial year's unspent grants. Out of the total grants of Rs163.80 crore, so available, it spent Rs157.09 crore (Revenue: Rs127.26 crore and Capital: Rs29.83 crore), leaving an unspent balance of Rs6.71 crore, as on 31 March 2022.		
E	Net Effect		
	The net effect of the comments given in preceding paragraphs was that both-the Assets, as well as Liabilities-were overstated by Rs68.60 crore, as at 31 March 2022, and the Surplus (being the Excess of Income over Expenditure) was understated by Rs0.17 crore, for the year ended 31 March 2022.		

*Wadh*  
25/7/2023

Director (Officiating)

NIT Durgapur

(Prof. I. Basak.)

Director  
National Institute of Technology  
Mahatma Gandhi Avenue  
Durgapur - 713209 (W.B.) INDIA

*ADanyo*  
25/6/23

Sr. AO/OAP-IX

O/o the DGA(C) Kolkata

*ifg*  
25/6/23



Annexure-IV  
NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR

महात्मा गांधी एम्प्लू, दुर्गापुर-713209, (पश्चिम बंगाल), भारत

An Autonomous Institute of the Govt. of India under Ministry of Education

(Shiksha Mantralaya)

MAHATMA GANDHI AVENUE, DURGAPUR - 713209, (WEST BENGAL), INDIA

No.NITD/Estt./M.E./2023

Dated: 23<sup>rd</sup> November, 2023

To  
UI Section,  
Ministry of Education (Shiksha Mantralaya),  
Department of Higher Education,  
Shastri Bhawan, New Delhi-110113.

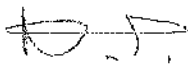
Sub: An additional amount of Rs.2,52,41,033.33 required for Research personnel under R&D programme for financial year 2023-24.

Ref. O.M. No. No. F.No.12-2/2019- UI dated 14<sup>th</sup> August, 2023 issued by the Ministry of Education, Government of India.

Sir/ Madam,

With reference to the above mentioned subject, this is to inform that an additional amount of Rs.2,52,41,033=33 is required for Research personnel engaged under Research and Development programme of the Institute for financial year 2023-24 as furnished as per the prescribed proforma of the Ministry.

With regards,

  
Registrar (I/C)

Enclosure: As stated above.


Copy forwarded for information to:


1. Director.
2. Dean, Student Welfare
3. Director's Secretarial.
4. Registrar's Secretarial
5. File copy.

IV-1

Department	Name of the Fellowship/Scholarship	Total Beneficiaries (Current)	Existing Financial allocation based upon this Division's OM dated 31.01.2019 (Rs.)	Financial Implication on Fellowship amount excluding HRA and Contingency as per Revised Rate.	Total additional requirement of funds for the F.Y. 2023-24 (Rs.)
				Total Arrears (01.01.2023 to 31.08.2023) (Rs.)	Additional requirement monthly (from 01.01.2024 upto 31.03.2024) (Rs.)
VIT Durgapur	Institute Research Scholarship	361	156850000	1,28,63,055.33	19,82,000/-
				16,40,000	2,52,41,033.33

It is noted that the mentioned data is based on the data as available as on 31st August, 2023. The additional monthly requirement will increase taking into account the number of students who will get upgraded from JRF to SRF during the current Academic year 2023-2024.

  
 Dean, Student Welfare  
 National Institute of Technology  
 Durgapur-713009 (W.B.) INDIA

  
 Assistant Registrar  
 National Institute of Technology  
 M.G. Avenue, Durgapur-713209, W.B., India

Break up of students:

Description	No. of Students
First students	41
Current JRF	201
Current SRF	62
Projected additional JRF	57
Total	361

*[Handwritten signature]*  
19/9/22

*[Handwritten signature]*  
19/9/22  
 Director  
 National Institute of Technology  
 Karnataka, Mysore  
 (K. J. Somaiya Institute of Engineering & Information Technology)

Total Arrears (01.01.2023 to 31.08.2023)

- A) Arrear in respect of 41 Institute Research Scholars who have ceased to receive fellowship as on 31<sup>st</sup> August, 2023; Rs. 15,59,833.33/- (from 01/01/2023 upto 31/08/2023)
- B) Arrear in respect of Institute Research Scholars who are at present receiving fellowship (from 01/01/2023 upto 31/08/2023):

Description	No. of Students	Existing Rate per student per month (Rs.)	Revised Rate per student per month (Rs.)	Hike per student per month (Rs.)	Arrear from 01.01.2023 to 31.08.2023 (Rs.)
JRF	201	31000	37000	6000	7831200.00
SRF	62	35000	42000	7000	3472000.00
Total arrear from 01/01/2023 to 31/08/2023					Rs.1,13,03,200.00

Arrear of students who have ceased to receive fellowship (from 01/01/2023 upto 31/08/2023) (Rs.) (A above)	Arrear of students who are at present receiving fellowships (from 01.01.2023 upto 31.08.2023) (Rs.) (B above)	Total Arrears (01.01.2023-31.08.2023) RS. (A + B)
Rs. 15,59,833.33/-	Rs.1,13,03,200.00/-	Rs.1,28,63,033.33/-

*[Handwritten signature]*  
19/08/2023

*[Handwritten signature]*  
19/08/2023

Additional requirement monthly (w.e.f. Sep,2023)

A) Additional requirement monthly from 01/09/2023 upto 31/12/2023:


Description	No. of Students	Existing Rate per student per month (Rs.)	Revised Rate per student per month(Rs.)	Hike per student per month (Rs.)	Total hike per month (Rs.)
JRF	201	31000	37000	6000	Rs.6000 x 201 students= Rs.12,06,000
SRF	62	35000	42000	7000	Rs.7000 x 62 students= Rs. 4,34,000
Additional monthly requirement (RS.) (12,06,000 for JRF + 4,34,000 for SRF ) from 01/09/2023 upto 31/12/2023					Rs.16,40,000/-

B) Additional requirement monthly from 01/01/2024 upto 31/03/2024:

Description	No. of Students	Existing Rate per student per month (Rs.)	Revised Rate per student per month(Rs.)	Hike per student per month (Rs.)	Total hike per month (Rs.)
JRF	201	31000	37000	6000	Rs.6000 x 201 students= Rs.12,06,000
SRF	62	35000	42000	7000	Rs.7000 x 62 students= Rs. 4,34,000
Projected Additional JRF	57	31000	37000	6000	Rs.6000 x 57 students= Rs.3,42,000
Additional monthly requirement (RS.) (12,06,000 for JRF + 4,34,000 for SRF + 3,42,000 for projected additional JRF) from 01/01/2024 upto 31/03/2024					Rs. 19,82,000/-

The above mentioned data is based on the data as available as on 31<sup>st</sup> August, 2023. The additional monthly requirement will increase taking into account the number of scholars who will get upgraded from JRF to SRF during the current Academic year 2023-2024.

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 National Institute of Technology  
 Warangal, Telangana, India

Total additional requirement of funds for the F.Y. 2023-24

- A) Arrear in respect of 41 Institute Research Scholars who have ceased to receive fellowship as on 31<sup>st</sup> August, 2023: Rs. 15,59,833.33/- (from 01/01/2023 to 31/03/2024)
- B) Arrear in respect of Institute Research Scholars who are at present receiving fellowship:

Description	No. of Students	Existing Rate per student per month (Rs.)	Revised Rate per student per month (Rs.)	Hike per student per month (Rs.)	Total arrear from 01/01/2023 to 31/03/2024 (Rs.)
JRF	201	31000	37000	6000	Rs. 1,62,57,200.00/-
SRF	62	35000	42000	7000	Rs. 63,98,000.00/-
Arrear from 01/01/2023 to 31/03/2024					Rs. 2,26,55,200.00/-


- C) Arrear in respect of Projected Additional JRF:

Description	No. of Students	Existing Rate per student per month (Rs.)	Revised Rate per student per month (Rs.)	Hike per student per month (Rs.)	Arrear from 01/01/2024 to 31/03/2024 (Rs.)
Projected Additional JRF	57	31000	37000	6000	Rs. 6000 x 57 students x 3 months = Rs. 10,26,000.00/-

Total additional requirement of funds for the F.Y. 2023-2024 (from 01.01.2023 to 31.03.2024):

Arrear of students who have ceased to receive fellowship (Rs.) (A above)	Total Arrear of students who are at present receiving fellowships (from 01.01.2023 up to 31.03.2024) (Rs.) (B above)	Arrear in respect of Projected Additional JRF from 01/01/2024 to 31/03/2024 (Rs.)	Grand Total (from 01.01.2023 to 31.03.2024) (Rs.) (A+B+C)
15,59,833.33/-	2,26,55,200.00/-	10,26,000.00/-	2,52,41,033.33/-

*(Handwritten signatures)*


 Director  
 All India Institute of Medical Sciences  
 New Delhi - 110029



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19/10/23  
Assistant Registrar  
National Institute of Technology  
M.G. Avenue, Bangalore-713209, W.B., India



19/10/23

Sl. No	Regn. No./ Enrollment Number	Name of The Research Scholar	Date of Admission	End of Fellowship	JRF/SRF	Stipend amount per month per student (Rs.)	Period from (01.01.2023 to 31.08.2023)	Stipend Amount from 01.09.2023 to 31.08.2024	Period from (01.01.2023 to 31.03.2024)	Stipend Amount from 01.09.2023 to 31.03.2024	Period from 01.01.2023 to 31.03.2024	Stipend amount (Rs.) from 01.01.23 upto 31.03.2024
1	18EE1106	KRISHANLAL ADHIKARI	11.01.2019	10.01.2024	JRF	6000	8 months	48000	4 months 10 days	26000	12 months 10 days	74000.00
2	19RF1102	BODHISATTVA DAS GUPTA	26.07.2019	25.07.2024	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
3	19CH1101	PAULAMI BANERJEE	26.07.2019	25.07.2024	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
4	19CH1104	SIRSHENDU BANERJEE	26.07.2019	25.07.2024	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
5	19ES1101	REEVA GHOSH	26.07.2019	25.07.2024	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
6	19MM1102	RAJ KUMAR KALSHYAN	26.07.2019	25.07.2024	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
7	19EE1105	RANA DAS	27.07.2019	26.07.2024	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
8	19EC1103	RAMAPATI PATRA	30.07.2019	29.07.2024	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
9	21PH1103	SANTARU DEY	09.10.2020	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
10	20BT1102	SUBHADIP SAHA	07.10.2020	06.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
11	20CE1101	TANIYA SAHA	07.10.2020	06.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
12	20CE1102	ARINDAM KARDAKAR	07.10.2020	06.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
13	20CE1103	TATHAGATA BANERJEE	07.10.2020	06.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
14	20CE1104	BITTU GHOSH	07.10.2020	06.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
15	20CH1102	SAVANTAN ADAR	07.10.2020	06.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
16	20CS1101	BANASHREE MANDAL	07.10.2020	06.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
17	20EC1103	RAJEEV SHUKLA	07.10.2020	06.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
18	20EC1104	SUMAN BISWAS	07.10.2020	06.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
19	20EE1101	RUPALI BRAHMACHARY	07.10.2020	06.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
20	20ME1104	SAMRAT MANDAL	07.10.2020	06.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
21	20MS1101	ANWESHA MAJUMDER	07.10.2020	06.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
22	20MS1102	VIKASH MANDAL	07.10.2020	06.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
23	20CS1103	TUJIN KUMAR BISWAS	08.10.2020	07.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
24	20CS1104	NAREN DEBNATH	08.10.2020	07.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
25	20CS1106	ASHWIN CS	08.10.2020	07.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
26	20EC1105	DEEPAK KUMAR NAVAK	08.10.2020	07.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
27	20EC1106	SATYAM SHIVAM SUNDARAM	08.10.2020	07.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
28	20EC1107	PRIVANKA GHOSH	10.11.2020	09.11.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
29	20EE1102	MANOJ SAHA	09.10.2020	08.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
30	20ES1101	SNEHA DAS	08.10.2020	07.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
31	20ME1107	RAMIT CHOUDHURY	09.10.2020	08.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
32	20MM1104	SATADIP BANERJEE	08.10.2020	07.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
33	20BT1107	SINDHUJA R	09.10.2020	08.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
34	20BT1108	SANDIP MAHATO	09.10.2020	08.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
35	20CH1104	BULTI KANDAR	09.10.2020	08.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
36	20PH1102	PLUSHKANTI JANA	10.10.2020	09.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
37	20EE1104	SUBHADIP MONDAL	16.10.2020	15.10.2025	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
38	20CS1108	KAZI AMRIN KABIR	23.02.2021	22.02.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
39	21BT1101	DEBARPITA DUTTA	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
40	21BT1102	MAITRI ADHIKARY	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
41	21BT1103	PINKAN SACHUKHANI	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
42	21BT1104	SHARAD GHOSH	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
43	21BT1105	SOURAV PAL	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
44	21EE1101	AMGOTH RAJENDER	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
45	21EE1102	APURBA PAL	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00



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Assistant Registrar  
National Institute of Technology  
M.G. Avenue, Durgapuri-713209, W.D., India



19/09/2023

46	21CE1104	NISHEETH SHEKHAR	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
47	21CE1105	SUKAMAL KANTA GHOSH	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
48	21CH1101	ARIJAB SAU	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
49	21CH1102	NABANITA GHOSH	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
50	21CH1103	SAHELI KAR	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
51	21CS1101	ARNAB CHATTERJEE	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
52	21CS1102	BISWAJIT PATRA	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
53	21CS1104	KRISHAN KUMAR	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
54	21CS1105	GADANAYAK	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
55	21CS1106	SOM BANERJEE	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
56	21CS1107	SUMAN NANDI	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
57	21CY1102	SUMANA NASKAR	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
58	21EC1101	RAKHI SENAPATI	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
59	21EC1103	KRITIKA MUKHERJEE	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
60	21EC1104	SATISH KUMAR	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
61	21EE1101	SAYANI BINDAI	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
62	21EE1102	ANANTHAMMAGARI	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
63	21EE1103	BHARATHSINHA REDDY	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
64	21EE1104	ANKUR YADAV	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
65	21EE1105	ANSHU CHODHARY	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
66	21EE1106	PKLU DAS	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
67	21EE1107	SAMUDRA PANDA	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
68	21HS1101	SAYAK MONDAL	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
69	21HS1102	VIVEK RAJAN	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
70	21MA1101	ANINDITA GHOSAL	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
71	21MA1102	SUMANTA PRAMANIK	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
72	21MA1103	ABHIT MONDAL	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
73	21MA1104	ANIRBAN SEN	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
74	21ME1101	MAHITOSH MAITY	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
75	21ME1102	PAIKSHIT DAS	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
76	21ME1103	AKASH KUMAR	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
77	21ME1104	ARUNABHA MAHATO	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
78	21ME1105	DEEPAK KUMAR RAJ	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
79	21MM1101	GEETA VERMA	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
80	21MM1102	SUBHAM SHOW	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
81	21MM1103	AVAS KUMAR SAHA	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
82	21MS1101	MOHAMMAD HAMEZ	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
83	21PH1101	S ANULWOZHEISELVAR	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
84	21PH1102	INDU NATH JHA	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
85	21CE1106	ANURUP CHAKRABORTY	09.10.2021	08.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
86	21CS1109	IMAN BISWAS	20.10.2021	19.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
87	21ME1107	NEETIKA SAHA	20.10.2021	19.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
88	21PH1105	DURGESH LOHAR	20.10.2021	19.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
89	21ME1108	AVISHEK MUKHERJEE	20.10.2021	19.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
		RAJALAXMI NATH	20.10.2021	19.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
		MEGHNATH SEN	25.10.2021	24.10.2026	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00



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90	21CH1104	KUMAR ROSHAN BEDIA	24-02-2022	23-02-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
91	21CS1110	SHWETA PATEL	24-02-2022	23-02-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
92	21EC1105	SAMEEN AZHAR	24-02-2022	23-02-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
93	22BT1102	AISHWARYA MALLICK	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
94	22BT1103	PRACHI BHARGAVA	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
95	22BT1104	JAYEETA CHATTERJEE	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
96	22BT1105	ARHISEK SAHU	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
97	22CE1101	RIMJHINTI GHOSH	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
98	22CE1104	SUKTIPRAJNA RATH	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
99	22CE1105	SHREYASEE SULAKSHNA SANJAY	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
100	22CE1106	MINAR ISLAM	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
101	22CH1101	CHANDRA BHUSHAN	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
102	22CH1102	FAYAL DAS	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
103	22CY1101	CHANDRIKA DAS	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
104	22CY1102	PULAK PRADHAN	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
105	22CY1103	PALLAV MONDAL	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
106	22CY1106	SATYABHAMA SAHU	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
107	22EC1101	ANISHA SENGUPTA	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
108	22EC1102	SOUMIEN GARAI	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
109	22EC1104	APRAJITA KUMARI	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
110	22EE1101	BISWAPRATIM ROY	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
111	22EE1102	PARINITA MONDAL	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
112	22EE1104	KOUSHIK NANDAL	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
113	22EE1105	RASHIUVANSHI SINGH	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
114	22EE1106	AMANDEEP MIKHAS	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
115	22MM1101	SOUGATA BARIK	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
116	22MM1102	BAHUL DHIBAR	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
117	22MM1103	AIFARUL ISLAM	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
118	22MM1104	ABHISEK KUMAR SINHA	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
119	22MM1105	AJANJAN PAL	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
120	22PH1101	SUBHADIP BANJA	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
121	22PH1102	YASHWINDER	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
122	22PH1103	KOUSHIK GHOSH	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
123	22PH1104	RASHIBHARI LAYEK	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
124	22PH1106	HEJUSIKESHA	16-08-2022	15-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
125	21CS1101	SURHAYU GHOSH	17-08-2022	16-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
126	22CS1102	ROHIT AGARWAL	17-08-2022	16-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
127	22CS1103	ANINDITA GHOSH	17-08-2022	16-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
128	22CS1104	PRATIK CHOWDHURY	17-08-2022	16-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
129	22CS1105	RIMPAN DUTTA	17-08-2022	16-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
130	22ES1101	SAGORIKA CHAKRABORTY	17-08-2022	16-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
131	22HS1101	DIPRA BISWAS	17-08-2022	16-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
132	22MA1101	ANATH BANDHU DAS	17-08-2022	16-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
133	22MA1102	SUSMITA SARKAR	17-08-2022	16-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
134	22ME1101	LALITA PRASAD NAYAK	17-08-2022	16-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
135	22ME1102	PANKAJ BHARDWAJ	17-08-2022	16-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
136	22ME1103	ARGHYA BAGCHI	17-08-2022	16-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
137	22ME1105	SOURAV DAS	17-08-2022	16-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
138	22ME1106	YOGESH KUMAR	17-08-2022	16-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
139	22ME1107	POINNADA DURGA PRASAD	17-08-2022	16-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00
140	22ME1108	ABHIMANNYU SHARMA	22-08-2022	21-08-2027	JRF	6000	8 months	48000	7 months	42000	15 months	90000.00



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141	22CE1107	PAWAN KUMAR DAS	29.08.2022	28.08.2022	JRF	6000	8 months	48000	7 months	42000	15 months	82400.00
142	22BT1109	HARSHITA TIWARI	07.02.2023	06.02.2028	JRF	6000	6 months 22 days	40400	7 months	42000	13 months 22 days	82400.00
143	22CS1107	BAHAT NAZ	07.02.2023	06.02.2028	JRF	6000	6 months 22 days	40400	7 months	42000	13 months 22 days	82400.00
144	22CS1108	ANANYA BANERJEE	07.02.2023	06.02.2028	JRF	6000	6 months 22 days	40400	7 months	42000	13 months 22 days	82400.00
145	22CS1111	MALAY KUMAR MAJHI	07.02.2023	06.02.2028	JRF	6000	6 months 22 days	40400	7 months	42000	13 months 22 days	82400.00
146	22EC1107	SHRABANI SARKAR	07.02.2023	06.02.2028	JRF	6000	6 months 22 days	40400	7 months	42000	13 months 22 days	82400.00
147	22EE1107	PAWAN KUMAR	07.02.2023	06.02.2028	JRF	6000	6 months 22 days	40400	7 months	42000	13 months 22 days	82400.00
148	22EE1108	SHWETA KUMARI	07.02.2023	06.02.2028	JRF	6000	6 months 22 days	40400	7 months	42000	13 months 22 days	82400.00
149	22MA1103	TANUSHREE BISWAS	07.02.2023	06.02.2028	JRF	6000	6 months 22 days	40400	7 months	42000	13 months 22 days	82400.00
150	22MA1105	RAJA DUTTA	07.02.2023	06.02.2028	JRF	6000	6 months 22 days	40400	7 months	42000	13 months 22 days	82400.00
151	22MA1107	JHULAN ACHARYA	07.02.2023	06.02.2028	JRF	6000	6 months 22 days	40400	7 months	42000	13 months 22 days	82400.00
152	22ME1109	SURHADEEP SAHA	07.02.2023	06.02.2028	JRF	6000	6 months 22 days	40400	7 months	42000	13 months 22 days	82400.00
153	22ME1110	CHANDAN KUMAR BHARTI	07.02.2023	06.02.2028	JRF	6000	6 months 22 days	40400	7 months	42000	13 months 22 days	82400.00
154	22MS1101	KRITISHA SHARMA	07.02.2023	06.02.2028	JRF	6000	6 months 22 days	40400	7 months	42000	13 months 22 days	82400.00
155	22MS1102	SRUJANA TAMIANG	07.02.2023	06.03.2028	JRF	6000	6 months 22 days	40400	7 months	42000	13 months 22 days	82400.00
156	22CH1106	MOUSUMI MAJI	09.02.2023	08.02.2028	JRF	6000	6 months 20 days	40000	7 months	42000	13 months 20 days	82000.00

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157	22ME1111	SUBHASH CHANDRA PARAMANIK	JRF	08.01.2028	09.02.2023	6000	6 months 20 days	40000	7 months	42000	13 months 20 days	82000.00
158	22BT1113	SOMASHREE PANDIT	JRF	12.02.2028	13.02.2023	6000	6 months 16 days	39200	7 months	42000	13 months 16 days	81200.00
159	23BT1103	RAHUL KURI	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
160	23BT1104	AISHANI RAY	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
161	23BT1107	KIRTI JYOTI	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
162	23BT1109	SHREYA MUKHERJEE	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
163	23CE1101	SHARWAR AHMED CHOUDHURY	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
164	23CE1102	SOURAV SARKHEL	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
165	23CE1103	ARINDAM PRASAD SINHA	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
166	23CS1101	SWETA SARKAR	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
167	23CS1102	SURAJIT DUTTA	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
168	23CS1103	SUBHA SANKAR	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
169	23CS1104	CHAKRABORTY HASIM ALI	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
170	23CS1105	NANDITA BERA	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
171	23CS1106	AHANA PATRA	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
172	23CS1107	SUJATA BASU	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
173	23CS1109	NANDANA GHOSH	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
174	23CS1110	SOUMYAJIT BASAK	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
175	23CV1101	SAYON SATTAPATI	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
176	23CL1101	SUSMITA SAMANTA	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
177	23EC1102	DIPTI SAKSHI SRINASTAVA	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
178	23EE1101	SK MAHAMMAD SORIF	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
179	23EE1102	IMRAN AHMAD	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
180	23EE1103	BIPALI DEY	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
181	23EE1104	SHUKLA KARMAKAR	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
182	23EE1105	HEMANT PATEL	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
183	23EE1106	RAJEEV KUMAR	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
184	23EE1107	BRAJESH KUMAR RAVI	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
185	23HS1101	DEBAPRITI SENGUPTA	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
186	23MA1101	SHAESTA AZIM	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
187	23MA1102	ISHANI RAY	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
188	23ME1102	SATRAJIT HALDER	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
189	23ME1103	MANISH THAKUR	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
190	23ME1104	MALWIKA CHOUDHARY	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
191	23ME1105	AMIRUZZAHAN MONDAL	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
192	23ME1106	ABHISHEK KUMAR	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
193	23ME1101	KRISHANU BOY	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
194	23ME1104	ABHISHEK KUMAR	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
195	23MS1104	SOUVIK MITRA	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
196	23PH1102	DIBYARANJAN NAYAK	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
197	23PH1103	SUSANTA MONDAL	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
198	23PH1104	DOLAN ACHARYA	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
199	23PH1105	NANDITA PADHAN	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
200	23BE1101	ARANYAK BANERJEE	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
201	23CA1101	KAMLESH CHANDRA SHARMA	JRF	16.07.2028	17.07.2023	6000	1 month 14 days	8800	7 months	42000	8 month 14 days	50800.00
										84256000.00	165272000.00	
										78312000.00		



Sl. No	Regn. No/ Enrollment Number	Name of The Research Scholar	Date of Admission	End of Fellowship	JRF/SRF	Hike amount per month per student (Rs.)	Period from (01.01.2023 to 31.08.2023)	Hike Amount from 01.01.2023 to 31.08.2023	Period from (01.09.2023 to 31.08.2024)	Hike Amount from 01.09.2023 to 31.08.2024	Period(Rs.)from 01.01.2023 upto 31.03.2024	Total Hike amount (Rs.)from 01.01.23 upto 31.03.2024
1	18BT1108	DAJI BRAHMA	11.01.2019	10.01.2024	SRF	7000	8 months	56000	4 months 10days	30333.33	12 months 10 days	86333.33
2	18CH1105	SAYANTAN SARKAR	11.01.2019	10.01.2024	SRF	7000	8 months	56000	4 months 10days	30333.33	12 months 10 days	86333.33
3	18CY1106	PARTHA SARATHI BERA	11.01.2019	10.01.2024	SRF	7000	8 months	56000	4 months 10days	30333.33	12 months 10 days	86333.33
4	18EE1105	BIKASH KUMAR SAW	11.01.2019	10.01.2024	SRF	7000	8 months	56000	4 months 10days	30333.33	12 months 10 days	86333.33
5	18MA1106	RAJESH RAJAN PATRA	11.01.2019	10.01.2024	SRF	7000	8 months	56000	4 months 10days	30333.33	12 months 10 days	86333.33
6	18ME1104	NAGENDRA KUMAR	11.01.2019	10.01.2024	SRF	7000	8 months	56000	4 months 10days	30333.33	12 months 10 days	86333.33
7	19BT1104	ARPITA HALDER	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
8	19BT1107	GAURAV SINGH	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
9	19CE1101	SHUVRA SAHA	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
10	19CE1102	SUDIPTA GHOSH	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
11	19CE1103	PUJA HALDAR	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
12	19CE1104	SOJMYA MUKHERJEE	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
13	19CE1105	PIJUS RAJAK	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
14	19CH1102	INDRADEV KUMAR	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
15	19CS1101	SANDIPAN DHAR	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
16	19CS1102	MANAS KUMAR MOHANTY	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
17	19CS1103	CHAUHAN KUMAR RATH	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
18	19CS1104	BISWAJIT MAITY	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
19	19CS1105	RADHIKA LAMA	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
20	19CY1102	ABHISEK JANA	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
21	19CY1105	TARUN ROY	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
22	19EC1101	DEBABRATA BEJ	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
23	19EC1102	SHREUPA BISWAS	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
24	19EE1101	POLURI SRI MANNARAYANA	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00

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19/10/23

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National Institute of Technology  
Kharagpur, Durgachowdhary Road, Kharagpur, India



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25	19EE1104	MANAS MUKHERJEE	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
26	19MA1104	MD NUREZZAMAN	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
27	19ME1101	UTTAM KUMAR KAR	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
28	19ME1103	RAJEEV KUMAR	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
29	19ME1105	NITESH KUMAR CHOUDHARY	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
30	19ME1106	DESHMUKH SWARUP SUNIL	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
31	19MM1101	RAMESH KUMAR	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
32	19MM1103	ATOSH KUMAR SINHA	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
33	19MM1104	PRITAMI SADHUKHAN	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
34	19PH1101	RAHUL MANDAL	26.07.2019	25.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
35	19MA1105	SUPRITI LAHA	27.07.2019	26.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
36	19CS1110	PRITISHA SARKAR	30.07.2019	29.07.2024	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
37	19BT1110	RAHUL NAGA	09.01.2020	08.01.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
38	19MS1101	AISHWARYA MITRA	09.01.2020	08.01.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
39	19PH1104	SUPRAVAT MAHATA	09.01.2020	08.01.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
40	19PH1103	ARINDAM DEY	09.01.2020	08.01.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
41	20BT1104	PLABAN KUMAR SAHA	07.10.2020	06.10.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
42	20CH1101	RWIDDI SARKHEL	07.10.2020	06.10.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
43	20CH1103	RAVINDRA KUMAR	07.10.2020	06.10.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
44	20CS1102	SUKANYA MAJI	07.10.2020	06.10.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
45	20CY1101	ANIRUDDHA DAS	07.10.2020	06.10.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
46	20EC1101	PRABIN KUMAR BERA	07.10.2020	06.10.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
47	20HS1101	TITIKSHA DAS	07.10.2020	06.10.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
48	20MA1101	DEEP MUKHOPADHYAY	07.10.2020	06.10.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
49	20MA1103	SOURAV CHOWDHURY	07.10.2020	06.10.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
50	20MM1101	AMAR MAHATO	07.10.2020	06.10.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
51	20MM1102	MD IMRAN RIZWI	07.10.2020	06.10.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
52	20CS1105	POULOMI MUKHERJEE	08.10.2020	07.10.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
53	20CY1102	SHIBADITYA KUMAR	08.10.2020	07.10.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
54	20HS1102	SANTANU PANDA	08.10.2020	07.10.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00
55	20ME1103	JAY SHANKAR PRASAD	08.10.2020	07.10.2025	SRF	7000	8 months	56000	7 months	49000.00	15 months	105000.00


Assistant Registrar  
National Institute of  
M.S. ...

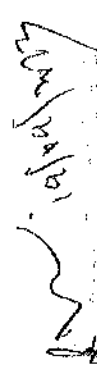
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56	20MS1104	DIWYA SINGH	08.10.2020	07.10.2025	SRF	7000	8 months	56000	7 months	490000.00	15 months	105000.00
57	20PH1101	PARTHASARATHI SAHU	08.10.2020	08.10.2025	SRF	7000	8 months	56000	7 months	490000.00	15 months	105000.00
58	20MA1108	PABITA MAHATO	09.10.2020	08.10.2025	SRF	7000	8 months	56000	7 months	490000.00	15 months	105000.00
59	20ME1108	TUHIN KAR	09.10.2020	08.10.2025	SRF	7000	8 months	56000	7 months	490000.00	15 months	105000.00
60	20PH1103	DIBYAJYOTI MALLICK	09.10.2020	08.10.2025	SRF	7000	8 months	56000	7 months	490000.00	15 months	105000.00
61	20BT1109	ABHISHEK VERMA	13.10.2020	12.10.2025	SRF	7000	8 months	56000	7 months	490000.00	15 months	105000.00
62	20CS1107	SOURAV ROY	20.10.2020	19.10.2025	SRF	7000	8 months	56000	7 months	490000.00	15 months	105000.00
									Total	2926000.00		6398000.00


 Assistant Registrar  
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 19/10/2020





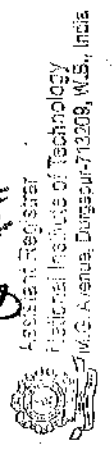
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Institute Research Scholars Arear Details (Already Payment Stop)

Sl No	Name of the Students	Roll No	Date of Admission	End of Fellowship	Scheme	Fellowship Arear Period	Total Month	Hike Fellowship Amount Per Month	Hike Fellowship Arear
1	SWARUP KUMAR TARAI	17CY1104	10.01.2018	09.01.2023	SRF	01.01.2023 to 09.01.2023 = 9 Days	9 Days	7000	2100.00 ✓
2	PRASHANTA KUMAR	17EE1105	10.01.2018	09.01.2023	SRF	01.01.2023 to 09.01.2023 = 9 Days	9 Days	7000	2100.00
3	HRISHIKESH KUMAR	17MM1103	10.01.2018	09.01.2023	SRF	01.01.2023 to 09.01.2023 = 9 Days	9 Days	7000	2100.00
4	ARINDAM GHOSH	17MA1113	10.01.2018	09.01.2023	SRF	01.01.2023 to 09.01.2023 = 9 Days	9 Days	7000	2100.00
5	DIBYENDU SEN	17EE1101	09.10.2020	13.01.2023	JRF	01.01.2023 to 13.01.2023 = 13 Days	13 Days	5000	2600.00 ✓
6	SUBHADIP ATTA	17PH1108	18.10.2020	17.01.2023	JRF	01.01.2023 to 17.01.2023 = 17 Days	17 Days	6000	3400.00
7	SUMONA SHOW	18CH1101	26.07.2018	28.02.2023	SRF	01.01.2023 to 28.02.2023 = 2 months	2 months	7000	14000.00
8	ABIR DE	22CH1103	16.08.2022	25.03.2023	JRF	01.01.2023 to 25.03.2023 = 85 Days	2 Months & 25 Days	6000	17000.00
9	ABHISHEK KUMAR	20EE1103	09.10.2020	16.05.2023	JRF	01.01.2023 to 16.05.2023 = 136 Days	4 Months & 16 Days	5000	27200.00 ✓

19/01/23

19/01/23



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10	SOURAV DAS	18EE1103	26.07.2018	28.06.2023	SRF	01.01.2023 to 28.06.2023 = 178 Days	5 Months & 28 Days	7000	41533.33
11	AVISHEK ADHIKARY	18CE1102	26.07.2018	30.06.2023	SRF	01.01.2023 to 30.06.2023 = 180 Days	6 months	7000	42000.00
12	PRAGNA LABANI SIKDER	18CS1107	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
13	ROHAN HARSH JADHAV	18BT1103	26.07.2018	25.07.2023	JRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	6000	41000.00
14	NAMITA JAISWAL	18BT1104	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
15	PARNA GANGULY	18BT1105	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
16	JOYEETA BOSE	18CH1103	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
17	RAHUL MONDAL	18CS1101	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
18	ABHISHEK KESARWANI	18CS1102	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
19	JAYA BANERJEE	18CS1103	26.07.2018	25.07.2023	JRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	6000	41000.00

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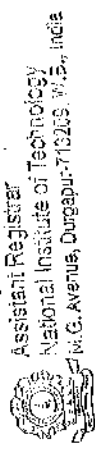
19/09/23



20	SOU MEN SARKER	18CS1104	26.07.2018	25.07.2023	JRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	6000	41000.00
21	SUGYAN KUMAR MISHRA	18CS1106	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
22	ARJUN GHOSH	18CS1108	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
23	IPSITA SOM	18CY1101	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
24	ALOK KUMAR BARANWAL	18EC1104	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
25	BISWAJIT MANDAL	18EE1101	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
26	LIPIKA KANKARIA	18HS1101	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
27	LEKHA SHARMA	18MA1101	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
28	KARTICK MOHANTA	18MA1103	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33

18/07/23

*[Handwritten Signature]*







19/09/23

29	ORKODIP MOOKHERJEE	18ME1101	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
30	RAVI KANT SINGH	18ME1102	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
31	SK MD ARIF	18MM1101	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
32	RAHUL BHANDARI	18MM1102	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
33	AJAY KUMAR MISHRA	18MM1103	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
34	ARGHYA PATHAK	18PH1102	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
35	AVJIT DALAL	18PH1103	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
36	RIJU KARMAKAR	18PH1104	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
37	TAMAL KUNDU	18CE1101	26.07.2018	25.07.2023	SRF	01.01.2023 to 25.07.2023 = 205 Days	6 Months & 25 Days	7000	47833.33
38	HIMADRI SHEKHAR CHATTERJEE	18EE1104	27.07.2018	26.07.2023	SRF	01.01.2023 to 26.07.2023 = 206 Days	6 Month & 26 Days	7000	48066.67
39	NILESH KUMAR MISHRA	18ES1101	27.07.2018	26.07.2023	JRF	01.01.2023 to 26.07.2023 = 206 Days	6 Month & 26 Days	6000	41200.00
40	DHEERAJ KUMAR	18ME1103	27.07.2018	26.07.2023	SRF	01.01.2023 to 26.07.2023 = 206 Days	6 Month & 26 Days	7000	48066.67
41	RAJRUP SAHA	18EC1106	07.08.2018	06.08.2023	JRF	01.01.2023 to 06.08.2023 = 216 Days	7 Months & 6 Days	6000	43200.00
Total Amount of Rs.									1559833.33





NATIONAL INSTITUTE OF TECHNOLOGY

DURGAPUR

Annexure-V

Registrar's Secretariat

No. NITD/Reg/OR/2012/19

Date 13.08.14

Office Order

The Board of Governors at its 35th Meeting held on August 09, 2014 has revised Delegation of Financial Powers in NIT Durgapur as follows:-

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 Rs. 2 Lakh for a specific proposal	Up to Rs. 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 Rs. 2 Lakhs for a specific period	Full powers up to the max. limit of Rs. 1 Lakh for a specific proposal for employees up to the GP Rs. 7600/-	As per Govt. Rules



4	To sanction advances/withdrawals and final payment from GPI/CPI	-	Full powers	Full powers	In accordance with PF Rules
5	To sanction School's membership fees and contributions to Professional bodies.	-	Full powers	Up to Rs. 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 Rs. 37400/- - 67000/-, ACP Rs. 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 Rs. 100 lakhs	Upto Rs. 5 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 Rs. 100 lakhs	Upto Rs. 5 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 Rs. 10 lakhs	-	Subject to the approval of the BoG and observance of GOI directives.

*(Signature)*

11	To approve/ sanction Pay & Allowances; and benefits to employees including Bonus, LTC etc.		Full powers	Full powers	As per MIRD/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 Rs. 5 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.				

*M.C.*

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 Rs. 50,000/- for a specific proposal subject to maximum of Rs. 25 Lakhs in a year	Up to Rs. 10,000/- for a specific proposal subject to maximum of Rs. 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 Rs. 25000 for a specific proposal subject to maximum of Rs. 2 Lakhs in a year	Up to Rs. 5,000/- for a specific proposal subject to maximum of Rs. 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.

*M. S.*

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
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Registrar

Copy to:

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

NATIONAL INSTITUTE OF TECHNOLOGY, DURGAPUR  
M.G. AVENUE, DURGAPUR

No: NITD/REG/FC-45/OR/2/2018

Date: 13<sup>th</sup> November, 2018

Office Order

Delegation of Financial power to Deans, Chairman (CEC) and HoDs for expenditure on items within the approved recurring budget was placed before the Finance Committee in its 45<sup>th</sup> meeting vide Agenda Item#45.05 for consideration. It has been resolved that the provision of GFR 2017 should be strictly followed along with following norms.

- Financial power for Chairman (SRCC)/Dean (R&C) and Chairman (CEC) will be Rs. 2 Lakhs {up to 15 lakhs per annum}
- Other Deans Rs. 1 Lakh {up to 10 lakhs per annum}
- HoDs Rs. 0.5 Lakh {up to 2 lakhs per annum}

This is for your kind information and necessary action please.

*MCM*  
13/11/18  
Registrar (I/c)

- Copy to:
- All Deans.
  - Chairman (CEC)
  - All HoD.
  - Dy. Reg. (F&A.)

राष्ट्रीय प्रौद्योगिकी संस्थान दुर्गापुर  
महात्मा गांधी एवेन्यू, दुर्गापुर- 713209, (पश्चिमबंगाल), भारत  
NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR  
MAHATMA GANDHI AVENUE, DURGAPUR – 713 209, INDIA

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No.NITD/Reg/IDM-04/56<sup>th</sup>BoG

28<sup>th</sup> December, 2020

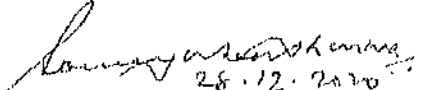
Inter- Departmental Memo

From: Registrar

To: Dean (R&C)  
JR SRCC (Addl.Charge)

In its 56<sup>th</sup> BoG meeting held on 25<sup>th</sup> November, 2020, the Board approved enhancement of financial power of Dean (Research & Consultancy) from Rs. 2 Lakh to Rs. 5 Lakh for better functioning of the SRCC. (Item No. – 56.11)

This is for your information and necessary action.

  
28.12.2020  
Registrar





**Minutes of the  
43<sup>rd</sup> Meeting of the Building & Works Committee, NIT Durgapur  
Held online at NIT Durgapur on December 22, 2023 from 11.30 a.m. onward**

**Members Present:**

- |    |  |                      |
|----|--|----------------------|
| 1. | <b>Prof. Arvind Choubey</b><br>Director<br>National Institute of Technology<br>Durgapur: 713209  | Chairman             |
| 2. | <b>Ms. Veena Dunga</b><br>Deputy Secretary (NITs)<br>Department of Higher Education<br>Ministry of Education<br>Shastri Bhawan<br>New Delhi: 110015.     | Member               |
| 3. | <b>Shri Anil Kumar</b><br>Director (Finance)<br>Department of Higher Education<br>Ministry of Education<br>Shastri Bhawan<br>New Delhi: 110015           | Member               |
| 4. | <b>Prof. Soumya Bhattacharyya</b><br>Department of Civil Engineering<br>Chairman (Construction)<br>National Institute of Technology<br>Durgapur: 713209. | Member               |
| 5. | <b>Prof. Atul Krishna Banik</b><br>Department of Civil Engineering<br>Chairman (PMQCC)<br>National Institute of Technology<br>Durgapur: 713209.          | Member               |
| 6. | <b>Shri Israr Ahmad</b><br>Executive Engineer<br>CPWD, NIT Durgapur Camp Office  | Member               |
| 7. | <b>Prof. Nirmal Kumar Roy</b><br>Department of Electrical Engineering<br>Registrar In-Charge<br>National Institute of Technology<br>Durgapur: 713209.    | Member-<br>Secretary |

**Minutes of the  
43<sup>rd</sup> Meeting of the Building & Works Committee of NIT Durgapur**

At the beginning of the 43<sup>rd</sup> B&WC meeting, the Chairman of the Committee has extended his warm welcome to the members and thanked them all for their keen interest towards the Infrastructural development programme of the Institute.

Item No.	Item	Resolution
43.1	To confirm the minutes of the 42 <sup>nd</sup> Meeting of Building and Works Committee (B&WC) held on 03.02.2023 online over MS-Teams at NIT Durgapur.	Confirmed.
43.2	To note down the action taken on items resolved in 42 <sup>nd</sup> Meeting of B&WC.	
42.2/41.2/40.2/39.2/38.5	Comprehensive parking facilities in NIT campus.  The work is nearing completion. Physical progress reported in the MPR of February 2023 was 1%. Physical Progress till date-95% (Annexure-43.19)	Noted.
42.2/41.2/40.2/39.2/38.6	Construction of Vertical Extension of Thermal Engineering Laboratory.  Work is under progress. Physical progress reported in the MPR of February 2023 was 35%. Physical Progress till date-65% (Annexure-43.19)	Noted.
42.2/41.2/40.2/39.2/38.7	Mechanization of Kitchen & Modernization of dining halls with furniture.  Work for hall no. 3,6,7,8 & 12 has been completed. Documentation for handing over is under process, Work for other halls are in progress. Physical progress reported in the MPR of February 2023 was 3%. Physical Progress for the overall item till date-45% (Annexure-43.19)	Noted.
42.2/41.2/40.2/39.2/38.8	Expansion & refurbishing of laboratories, academic departments & classrooms.  Work is under progress in different parts of the main academic building.  Physical progress reported in the MPR of February 2023 was 15%.  Physical Progress till date-46%. (Annexure-43.19)	Noted.  CPWD is to expedite the work of the project under EWS.
42.2/41.2/40.2/39.2/38.11	Extension of sewer line including toilet blocks at NIT Campus.  Work is under progress. Physical progress reported in the MPR	Noted.  CPWD is to expedite the work of the project under

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	of February 2023 was 0%. Physical Progress till date-20%. (Annexure-43.19)	EWS.
42.2/41.2/ 40.2/39.2 /38.13	<b>No objection certificate (NOC) for fire-fighting set up regarding handing / taking over of construction projects.</b>  Fire NOC of the complete projects is required: 1. 740 seated boys' hostel. 2. 264 seated girls' hostel. 3. Chemistry lab cum Biotechnology Department. 4. New Academic Block. 5. New Guest House  Fire NOCs yet to be received for these projects. CPWD is to report on the status of the same.	CPWD is once again requested to take up this issue urgently.  As suggested by the representatives of the Ministry, the issue is to be taken up as a separate item in the next meeting of B&WC. Senior officials of CPWD to be intimated in respect of the delay in submission of fire NOCs by the institute authority.
42.2/41.2/ 40.2/39.2 /38.14	<b>Fund utilization certificate for completed works from CPWD.</b>  Separate project wise fund utilisation certificate is yet to be received from CPWD. They have started submitting project wise fund position through Form -65.  A letter from the Office of the Registrar has been sent to CPWD asking them to return the unspent balance of fund for completed projects to the institute (Annex.- 43.17)	As suggested by the representatives of the Ministry, the said process of collecting unspent balance of fund for projects completed under CPWD is to be followed up by the Institute. CPWD should provide a time frame for the refund process. Settlement of unspent fund should be taken up project wise. Provision of refund of the unspent balance with interest is also to be considered.
42.2/41.4	<b>Renovation of Hall – 7 (Nivedita Hall of Residence).</b>  Work is completed and the facility is under use after the renovated building was inaugurated by the Director on 15.08.2023. Details of documents for handing over is under process. Physical progress reported in the MPR of February 2023 was 18%. Physical Progress till date-100%. (Annexure-43.19)	Noted.
42.3	<b>Progress of Various Ongoing Projects:</b> Progress is noted under most of the ongoing projects under EWS. (Annexure-43.19)	Noted.
42.4	<b>Extension of the date of completion of construction of Central Research Laboratory</b>	Networking connectivity in the same building is yet to be established. Various

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	(Utkarsha Bhavan) (under HEFA). Installation of furniture is under progress. Letter from the Office of the Dean (P&D) has been sent to CPWD asking them to take necessary measures for handing over the completed project by 31.12.2023.	minor works in and around the site is yet to be completed. CPWD is to address these and all similar issues urgently & strictly maintain the deadline of handing over the project by 31.12. 2023.
42.5	<b>Revised estimate for renovation of old hostels (No. 1, 2, 3, 4, 5 &amp; 8).</b>  After a recent visit of several hostels made by the Director along with a team of officials of the Institute & representatives of CPWD, the scope of renovation has been changed significantly, for which CPWD is to submit fresh estimates for the work.	Noted.
42.6	<b>OFC layout for the quarters (campus) area.</b>  The proposal is kept under abeyance at present.	Noted.
<b>Item No.</b>	<b>Item</b>	<b>Resolution</b>
43.3	<b>Progress of Various Ongoing Projects:</b> Work is in progress for several ongoing projects as mentioned below: I. Central Research Laboratory (Utkarsha Bhavan) (under HEFA) II. Projects under EWS (total approved amount of Rs. 29.00 crores vide F.No.5-3/2021-TS.III, dt. 09.04.2021) Involving the following: (a) Expansion & refurbishing of laboratories, academic departments & classrooms. (b) Modernisation of messes in all hostels with mechanized kitchen & furniture & networking. (c) Extension of sewer line in NIT Campus.  CPWD is to submit a report. (Annexure – 43.3)	The progress of all ongoing projects under CPWD was already discussed & noted in action taken report of the concerned items under item 43.2.
<b>Item No.</b>	<b>Item</b>	<b>Resolution</b>
43.4	<b>Development of the site around IT building &amp; widening of the portion of road in between IT building &amp; S. N. Roy building of NIT Durgapur</b>  The main office of the Institute, including the office of the Director, is located in S. N. Roy building. After a site visit by the Director with a team of officials of the institute and representatives of CPWD, it was decided that the site needs to be developed in order to provide better accessibility to both the buildings. Better landscaping is also necessary to improve the surface drainage conditions.	The proposal was approved.  As suggested by the representatives of the Ministry, funding to be considered as GIA under OH-35.  The representatives of the Ministry also suggested that photographs showing the physical progress of all

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	CPWD has submitted a P.E. for an amount of Rs. 43,71,800/- only for the same (Annexure – 43.4).  Placed for kind approval of the proposal.	similar projects be submitted in the subsequent meetings of B&WC.
43.5	<b>Raising the height of balcony railing &amp; replacing rain water pipe at Hall 12 at NIT Durgapur.</b>  Hall 12 is used for accommodating foreign students. The height of balcony railing needs to be increased considering the safety of students. The building being approx. 10years old, the rain water pipes have also become defective in many places, affecting different parts of the building during rains.  CPWD has submitted a P.E. for an amount of Rs. 47,11,400/- only for the same (Annexure – 43.5).  Placed for kind approval of the proposal.	The proposal was approved.  As suggested by the representatives of the Ministry, funding to be considered as GIA under OH-35.
43.6	<b>Raising the height of balcony &amp; stair case railings of Hall 13 at NIT Durgapur.</b>  Hall 13 (Sarojini Naidu Hall of residence) is one of the girls' hostels of the institute. The height of balcony & stair case railing needs to be increased considering the safety of students.  CPWD has submitted a P.E. for an amount of Rs. 46,21,100/- only for the same (Annexure – 43.6).  Placed for kind approval of the proposal.	The proposal was approved.  As suggested by the representatives of the Ministry, funding to be considered as GIA under OH-35.
<b>Item No.</b>	<b>Item</b>	<b>Resolution</b>
43.7	<b>Raising the height of balcony of New Academic Block at NIT Durgapur.</b>  New Academic Block is used for holding semester examinations for UG students and all placement activities, besides holding regular classes, particularly for students of the first year.  The height of balcony railing needs to be increased considering the safety of students.  CPWD has submitted a P.E. for an amount of Rs. 12,86,000/- only for the same (Annexure – 43.7).  Placed for kind approval of the proposal.	The proposal was approved.  As suggested by the representatives of the Ministry, funding to be considered as GIA under OH-35.
43.8	<b>Repair &amp; reconstruction of damaged boundary wall at back side of NIT Durgapur campus.</b>  A stretch of the boundary wall at the backside of the campus was severely damaged due to heavy	The proposal was approved.  As suggested by the representatives of the

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	<p>flow of surface water runoff during an event of heavy rains. From the viewpoint of maintaining campus security, the stretch of damaged wall needs to be repaired &amp; reconstructed as per the necessity immediately.</p> <p>CPWD has submitted a P.E. for an amount of Rs. 25,71,800/- only for the same (<b>Annexure – 43.8</b>).</p> <p>Placed for kind approval of the proposal.</p>	<p>Ministry, funding to be considered as GIA under OH-31.</p>
43.9	<p><b>Providing &amp; fixing of cupboard shutters in Hall 7 at NIT Durgapur.</b></p> <p>Hall 7 (Nivedita Hall of residence) is the oldest among the girls' hostels of the institute. However, due to lack of availability of covered storage spaces in the rooms, the students face difficulty in safe storage of their personal belongings. Providing shutters to the existing open cupboard spaces will solve the problem.</p> <p>CPWD has submitted a P.E. for an amount of Rs. 13,34,500/- only for the same (<b>Annexure – 43.9</b>).</p> <p>Placed for kind approval of the proposal.</p>	<p>The proposal was approved.</p> <p>As suggested by the representatives of the Ministry, funding to be considered as GIA under OH-35.</p>
<b>Item No.</b>	<b>Item</b>	<b>Resolution</b>
43.10	<p><b>Urgent repair &amp; refurbishing work to make Director's ORA habitable &amp; make ready for occupancy at the campus of NIT Durgapur.</b></p> <p>The Director's bungalow is presently about 60 years old. After joining of the present Director, it was observed after a site visit that urgent repair &amp; refurbishing work, as per the requirement, was necessary to make Director's ORA habitable &amp; ready for immediate occupancy of the incumbent Director. CPWD has submitted a P.E. for an amount of Rs. 48,81,200/- only for the same (<b>Annexure – 43.11</b>). The proposal to carry out the same from the savings of project funding under CPWD was approved by the Chairman, BOG of the Institute (<b>Annexure – 43.10</b>).</p> <p>The accommodation was made ready by CPWD &amp; is presently under use.</p> <p>Placed for kind ratification of the proposal.</p>	<p>The proposal was discussed and ratified.</p>
43.11	<p><b>Extension of existing Director's bungalow to meet type VII (new) quarters plinth area norm etc. at the campus of NIT Durgapur.</b></p> <p>The existing Director's bungalow was constructed in the 1960s. After joining of the present Director, it was observed after a site visit that changes are required to meet the entitlement of the present</p>	<p>The representatives of the Ministry suggested the following points to be considered in this respect:</p> <p>(i) Provision of Type VI quarter facility to be considered as per the</p>

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	<p>pay level of the position of the Director [type VII (new) quarters plinth area norm (<b>Annexure – 43.10</b>)]. The proposal to carry out the same was approved by the Chairman, BOG of the Institute (<b>Annexure – 43.10</b>).</p> <p>CPWD has submitted a P.E. for an amount of Rs. 36,21,100/- only for the same (<b>Annexure – 43.12</b>).</p> <p>Placed for kind approval of the proposal.</p>	<p>prevailing norms for new Director's bungalows.</p> <p>(ii) One additional bedroom &amp; a bathroom to be considered in the ground floor level in the proposed extension of the existing Director's bungalow.</p> <p>The proposal was accepted with reference to suggested funding pattern mentioned in <b>Annexure 43.10</b>.</p>
<b>Item No.</b>	<b>Item</b>	<b>Resolution</b>
43.12	<p><b>Development works in the compound of Director's bungalow at the campus of NIT Durgapur.</b></p> <p>After joining of the present Director, it was observed after a site visit that the compound of the Director's bungalow needs to be developed with improved facilities.</p> <p>CPWD has submitted a P.E. for an amount of Rs. 55,38,500/- only for the same as detailed below (<b>Annexure – 43.13</b>).</p> <p>"Development works such as repair / renovation of existing boundary wall along with providing paver tiles around the building on existing CC pavement, providing a shaded car parking area with driver's rest room &amp; providing paver blocks etc."</p> <p>Placed for kind approval of the proposal.</p>	<p>The proposal was accepted in principle.</p> <p>However, the representatives of the Ministry suggested the following point to be considered in this respect:</p> <p>(i) A revised estimate for a low cost type of construction to be prepared.</p> <p>(ii) Tentative amount of expenditure involved in the same to be restricted around Rs. 25 lakhs.</p>
43.13	<p><b>Court Case in connection with "Construction of 500 Seated Girls Hostel constructed by CPWD at NIT Durgapur."</b></p> <p>Construction of a 500 seated Girls Hostel was approved as per the resolutions of 25th Building &amp; Works Committee Meeting held on 17.02.2014 and subsequent 27th FC resolutions and 31st BOG resolutions. Estimated amount was Rs. 35.17 crore. MOU signed between NIT Durgapur and CPWD on 31.10.2013 for construction of G+4, 500 seated Girls Hostel. CPWD awarded the work to M/s Subir Engineering Works Pvt. Ltd.</p>	<p>The report presented by CPWD along with necessary documents shall be vetted by External Legal Experts for further needful action.</p> <p>The following points were also suggested by the representatives of the Ministry:</p> <p>(i) A report to be prepared on the</p>

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	<p>Further as per the resolutions of 28th B&amp;WC meeting dated 15.09.2015, item no. 28.12 and subsequent 35th FC resolutions and 39th BOG resolutions dated 22.09.2015, 02 additional stories over G+4, 500 seated Girls Hostel AA&amp;ES issued by NIT Durgapur on dated 15.02.2016.</p> <p>The project is completed &amp; the hostel is under use.</p> <p>It is intimated by CPWD that the agency of the above work had gone to the arbitral tribunal for the adjudication of disputes arose in the work. The said award was challenged by CPWD in Commercial Court at Asansol. Now the Ld. Court of the Judge, Commercial Court at Asansol has taken a decision on the disputes on 19.08.2023. Copy of the Judgement of Ld. Court is being submitted for record &amp; release of fund please. The payment amounting to Rs. 1,02,43,272.00 (Rupees One Crore Two Lakhs Forty-Three Thousand Two Hundred Seventy-Two Only) up to 15.11.2023 to be made to the agency as decided by the Commercial Court at Asansol at the earliest. Interest liability is increasing @ 2014.09 per day.</p> <p>As per Clause 10.13 of the MOU signed between NIT Durgapur and CPWD on 31.10.2013, NIT Durgapur also agrees to undertake the following: "Paying any claims upheld by an arbitrator or court of law relating to the work." (Annexure – 43.21).</p> <p>CPWD has requested to release the necessary fund at earliest so that the further burden of interest is reduced attaching the following documents.</p> <ol style="list-style-type: none"><li>1) Copy of the Arbitration Award. (Annexure – 43.14)</li><li>2) Copy of Commercial Court Judgement dated 19.08.2023. (Annexure – 43.15)</li><li>3) Opinion of the Govt. Counsel. (Annexure – 43.16)</li></ol> <p>The issue was discussed in a meeting held on 29.11.2023 in presence of members of Institute administration &amp; representatives of CPWD. In the</p>	<p>status of the project existing at the time of awarding the new part of construction of two additional stories.</p> <p>(ii) MPR of CPWD to be consulted to show the progress level of the initially awarded project at that time, before awarding the new part of construction of two additional stories.</p>
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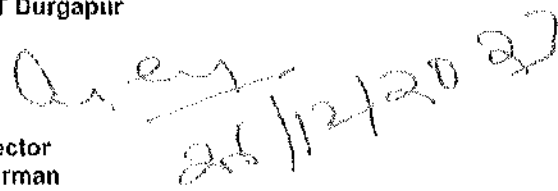


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	meeting, it was resolved that the report presented by CPWD along with necessary documents shall be vetted by External Legal Experts for further needful action. (Annexure – 43.20).  Placed for a discussion & decision in this regard.	
<b>Item No.</b>	<b>Item</b>	<b>Resolution</b>
43.14	Any other matter with permission of Chair.	There was no item for consideration.

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

  
26/12/23  
Registrar In-Charge  
Member-Secretary  
B&WC, NIT Durgapur

  
26/12/2023  
Director  
Chairman  
B&WC, NIT Durgapur



# Annexure - VII

COURT MATTER

OFFICE OF THE PRINCIPAL CHIEF  
CONTROLLER OF ACCOUNTS  
CENTRAL BOARD OF DIRECT  
TAXES  
MINISTRY OF FINANCE,  
DEPARTMENT OF REVENUE  
9<sup>TH</sup> FLOOR, LOK NAYAK BHAWAN,  
KHAN MARKET, NEW DELHI  
110003  
Ph- 011-24642332  
E-mail:- [pccacbdtdcn@yahoo.com](mailto:pccacbdtdcn@yahoo.com)  
Website:- <https://pccacbdtd.gov.in>



प्रधान मुख्य लेखा नियंत्रक का कार्यालय  
केन्द्रीय प्रत्यक्ष कर बोर्ड  
वित्त मंत्रालय,  
राजस्व विभाग  
9वीं मंजिल, लोक नायक भवन,  
खान मार्केट, नई दिल्ली 110003  
फोन:- 011-24642332  
ई-मेल: [pccacbdtdcn@yahoo.com](mailto:pccacbdtdcn@yahoo.com)  
वेबसाइट:- <https://pccacbdtd.gov.in>

No. PCCA/CBDT/LCS/Misc./Cour/2021-22/Part/347-410 dated: 20.06.2022

## CIRCULAR

Of late, it has been observed that the proposals/requests/information sought by field offices in matters relating to Hon'ble Court / CAT are being received too late at Headquarter for seeking approval or guidance of the Competent Authority which may lead to contempt or serious legal impact on department.

2. In this regard, the following references/OMs (copy enclosed) in respect of Hon'ble Court / CAT matters should be kept in mind before submitting the case to O/o PCCA, CBDT, New Delhi (Hq) for necessary approval / guidance etc.

- (i) OM F. No. 7(8)/2012-E-III(A) dated 16/05/2012 regarding submission before Courts/CAT and handling of court cases on pay and allowances and service conditions etc.
- (ii) OM F. No. J-12017/1/2019-Judicial dated 21/10/2019 regarding engagement of counsel on behalf of Union of India.
- (iii) No. 26(1)/2014/Judl. dated 01/10/2015 regarding payment to Ld. Counsel/Advocate
- (iv) F. No. 28027/1/2016-Estt.A-III dated 16/03/2016 regarding court orders against Government of India instructions on services matters- consultation with Ministry of Law and Department of Personal Training on question of filing appeal.

3. It is directed that Court / CAT cases should be handled expeditiously and within the permissible time frame on case to case basis. It is, therefore, stressed that on receipt of the Notice along with the original Application/Petition, the concerned ZAOs or O/o Dy.CA, CBDT should immediately prepare para wise comments/counter affidavit in consultation with Ld. Counsel for vetting before submission to the Hon'ble CAT/Court. Wherever necessary, the specific points on which comments or cooperation of another department or officer are required may be brought out clearly.

**COURT MATTER**

Thereupon, reference should be made to the concerned ZAOs or O/o Dy.CA, CBDT on priority basis. Simultaneously, the Court/CAT matters should be referred immediate to this office through regional controller for seeking approval or guidance of the Competent Authority.

5. In view of the above, it is therefore, directed that all field formations must comply the time lines and other instructions mentioned in above OMs in respect of all Court / CAT cases for seeking guidance as well as approval before submission of the same before the Hon'ble Court/CAT.

6. This issues with the approval of Chief Controller of Accounts, CBDT, New Delhi.

Encl: - As stated

*Chand*  
*31/06/2022*  
(TRILOK CHAND)  
Senior Accounts Officer (LCS)

- To, (i) PS to Pr. CCA, CBDT/PA to CCA, CBDT /PA to Dy.CA, CBDT, New Delhi for information  
(ii) Dy. Controller of Accounts/Assistant Controller of Accounts, CBDT, Mumbai, Chennai, Kolkata & Jaipur.  
(iii) All ZAOs  
(iv) Sr. AO (GAD-I, GAD-II, Estt-I, Estt-II), O/o PCCA, CBDT, New Delhi

Copy to Sr. AO (IT Cell) for uploading on website.

F. No. 7(8)/2012-E-III(A)  
D/o Expenditure  
M/o Finance  
(E-III Branch)

North Block, New Delhi  
Dated the 16<sup>th</sup> May, 2012

Office Memorandum

**Subject:** Submissions before Courts/Central Administrative Tribunals and handling of Court cases on pay and allowances and service conditions etc.

The Allocation of Business Rules, 1961 forms the basis for transacting business of the Government of India by the different Departments/Ministries. Individual Departments/Ministries are responsible for discharging the business "allocated" to them on behalf of the Government of India and to handle the administrative issues relating to service conditions of the employees under its administrative control. In the context of CAT/Court cases related to pay scales, allowances and other service conditions of Government employees/ employees of autonomous bodies, etc., attention is invited to M/o Finance, D/o Expenditure OM No. 7(32)/E-III/92 dated 24<sup>th</sup> May, 1993 (copy enclosed) stipulating that (i) a common counter reply should be filed before a Court of Law on behalf of the Union of India by the concerned administrative Department/Ministry where the petitioner is serving or has last served and (ii) a unified stand should be adopted instead of bringing out each Department's/Ministry's point of view in the said reply.

2. Of late it has been observed that Ministries/Departments are not following these instructions as a result of which either the Government's stand is weakened in the case or sometimes the Government is put in an embarrassing position. All Ministries/ Departments are therefore, requested to comply with the following while handling cases filed by Government servants or their Associations/Unions on matters related to pay and allowances and other service conditions:

- (1) Court/CAT cases should be handled expeditiously and within the required time frame. Sometimes, references are made to the nodal ministries/departments dealing with policy matters at the eleventh hour, i.e. a few days before the last date fixed by the Court/Tribunal. This does not give sufficient time to these Ministries/Departments to carefully examine the issues involved. It is, therefore, stressed that on receipt of the Notice along with the original Application/Petition, the Administrative Department/ Authority should immediately prepare para-wise comments /counter-affidavit. Wherever necessary, the specific points on which comments of other nodal Departments like Department of Expenditure, Department of Personnel & Training, Department of Pensions and Pensioners' Welfare, etc. are required

may be brought out clearly. Thereupon, reference should be made to the concerned nodal Ministry/Department on priority basis. The matter may thereafter be referred to the Ministry of Law/ Standing Government Counsel engaged in the matter for vetting and filing the same before the Tribunal/Court.

- (ii) It has also been observed that at times the Standing Counsels appointed do not attend the Court hearings. In such an event, the matter must be taken up with the Department of Legal Affairs, Ministry of Law for taking action against Counsels who absent themselves from hearings without valid reasons. Further, the Ministry should ensure arrangements for appearance before the Court/Tribunal as and when the matter comes for hearing and for this purpose proper liaison with the Government counsel should always be maintained. In addition, the Counsels must necessarily be briefed thoroughly before they attend Court proceedings.
- (iii) All cases filed in CATs or Courts have to be defended by the Admn. Ministry/Department/Organisation where the Government servant is serving or has last served. In case other Ministries/Dep. have been arrayed as respondents, they are to be treated merely as pro-forma parties and the matter has to be dealt with by the Admn. Ministry itself on behalf of the Government of India i.e. on behalf of all the other Ministries/Departments involved. In other words, there has to be only one counter affidavit submitted before the Court on behalf of the Government and it has to be prepared by the Ministry/Department where the applicant is serving / has last served. However, since other Ministries/Departments are also involved, they have to necessarily be consulted at the stage of formulating the draft counter reply.
- (iv) It has further been observed that while handling service matters/cases of the Government servants, the administrative Ministries/Departments in their communications to the Government servants/Associations etc. or even in the affidavits filed/submissions made before the Supreme Court/Tribunal etc. make specific references to a Ministry/Department under whose advice/directives a particular decision has been taken. This gives an impression that the decision is that of the Ministry/ Department which has been consulted and not that of the Government. Such allusions place the Government in an embarrassing position. It is, therefore, stressed that while communicating decision(s) on the representation(s)/complaint(s) etc. submitted by the Government servants or their Associations, etc. the final decision should be in the name of the appropriate authority and in no circumstances, the communication should convey or give an impression that the decision was based on the advice of a particular Ministry/Department which accepted/ rejected the demand(s). Exceptions may be made in respect of the sanctions etc. where according to financial regulations

under rules or other mandatory provisions, it may be obligatory to mention the name of the specific authority with whose concurrence, or in consultation with whom the sanction has been issued.

- (v) Similarly, in case of affidavits filed or oral submissions made before the Courts/CAT, a unified stand should be adopted instead of bringing out each Department's/Ministry's point of view in the said reply. Even in cases where the matter is pending before a Ministry/Department the submissions made should be that the matter is under consideration of the Government and not that of any particular Admn. Ministry/Department. In one such instance, the Admn. Ministry has in its submissions before the Court stated that while it agrees "in principle" to concede to the demands of the petitioners/applicants, it is D/o Expenditure which is not agreeing to the proposal. This position was adopted even as consultations between the two Departments were still underway and the issue at hand was yet to be resolved. A situation like this must be avoided.
  - (vi) In cases where the Court takes a decision against the Government, ~~the Admn. Ministry/Department—should—take—immediate—steps—to~~ analyse the judgement and arrive at a view in consultation with the nodal Ministry/s concerned as to whether the same should be implemented or filing of an appeal or SLP is called for. The reference to nodal Ministry/s for their advice needs to be made well before the last date for filing Review Application before the CAT itself/an appeal before the High Court/SLP in the Supreme Court. The grounds on which the same are being filed have to necessarily be spelt out in the event of deciding that filing of such a Review application / SLP is necessary.
  - (vii) In case a delay in filing the reply is apprehended, necessary steps to seek extension in time or stay orders should be taken on an urgent basis with the assistance of Standing Counsels.
  - (viii) In certain cases, the Tribunal/Courts may not deliver substantive judgements in the matter and may direct the Government to consider/take a final view in the matter based on certain guidelines etc. The Tribunal/Court may desire final decision by a specific date. In all such cases, it is essential to ensure compliance of the orders within the specified time. In case any delay is expected on this score, extension of time from Tribunal/Court should always be sought. In such cases also, it has to be ensured that the matter is referred to different nodal agencies/Departments well before the last date of taking a final decision.
3. In a nutshell, it is primarily the responsibility of the Administrative Ministry to ensure that timely action is taken at each stage a Court case goes through and that a unified stand is adopted on behalf of Government of India

at every such stage. In no case should the litigation be allowed to prolong to the extent that it results in contempt proceedings. For this purpose, a proper mechanism for monitoring of court cases must be put in place by each Ministry/Department. Financial Advisers may ensure that cases requiring a reference to Department of Expenditure are invariably processed in a timely manner and the timelines monitored so that any contempt proceedings do not arise.

4. This issues with approval of Secretary (Expenditure).

*Madhulika P. Sukul*  
( Madhulika P. Sukul )  
Joint Secretary (Pers.)

1. Secretaries of all Ministries/Depts.
2. Chief Administrators of all UTs.
3. All Financial Advisers



**F. No. J-12017/1/2019-Judicial  
Government of India  
Ministry of Law & Justice  
Department of Legal Affairs  
(Judicial Section)**

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Shastri Bhawan, New Delhi  
Dated 21<sup>st</sup> October, 2019

**OFFICE MEMORANDUM**

**Sub: Engagement of Counsel on behalf of Union of India – regarding.**

As per the Government of India (Allocation of Business) Rules, 1961 the Department of Legal Affairs has, *inter-alia*, been entrusted with the following functions:

(i) .....*engagement of counsel to appear on behalf of the Union of India in the High Courts and subordinate courts where the Union of India is a party.*

(ii) *Conduct of cases in the Supreme Court and the High Courts on behalf of the Central Government and on behalf of the Governments of States participating in the Central Agency Scheme.*

2. To perform the above functions the Department of Legal Affairs has been empanelling suitable Advocates as Law Officers (i.e. Attorney General for India, Solicitor General of India and Additional Solicitors General of India (ASGIs)), Assistant Solicitors General of India (Asst. SGIs) and various categories of Panel Counsel for various courts / tribunals across the country. These panels are made for a particular tenure after which either their tenures are extended or new panels are formed. Besides this, some Ministries / Departments performing special / technical functions have been authorized to select panel of counsels as per their specific requirements and the said panel is finally approved by this Department. In addition to this, in some specific / sensitive / high stake cases, proposals are received from various Ministries / Departments of Central Government for the engagement of special counsel which are considered by the Department of Legal Affairs on case to case basis. All the engagements / appearances of Advocates for conducting Central Govt. litigation before any court / tribunal without approval of this Department or contrary to the procedure established are in violation of the provisions of the Govt. of India (Allocation of Business) Rules, 1961.

3. Earlier, from time to time instructions have been issued by this Department. Recently, OM Nos. 34(01)/2012-Judl. dated 05.12.2012 and OM No. 29(2)/2002-Judl. (Pt.) dated 16.01.2015 have been issued.

4. Despite this, It has come to notice of this Department that various Ministries / Departments of Govt. of India and their subordinate offices (especially at District level)

are deviating from this procedure. Therefore, it has been decided to again issue a detailed OM reiterating compliance / guidance of all the Ministries / Departments and their subordinate offices, described as under:

**(A) Various Courts / Tribunals at Delhi**

In Delhi, there are attached offices of this Department viz. Central Agency Section, Litigation (High Court/CAT) Section, Litigation (Lower Court) Section of this Department which are responsible for engaging suitable panel counsel from the panel of this Department for various courts / tribunals situated in Delhi as and when notices/requests, in this regard, are received by them. Similarly, In-charge Central Agency Section and In-charge Litigation (High Court) Section are responsible for engagement of Law Officers for conducting Central Govt. litigation before the Supreme Court of India and High Court of Delhi, respectively. Details in this regard are as under:

Sl. No.	Name of the subordinate office	Court/Tribunal before which engagements are made
1.	In-charge, Central Agency Section	Supreme Court of India
2.	In-charge, Litigation (High Court/CAT) Section	High Court of Delhi, Armed Forces Tribunal (PB), National Green Tribunal (PB) and CAT (PB), New Delhi and other Tribunals/ Commissions situated in Delhi
3.	In-charge, Litigation (Lower Court) Section	District Courts, Dwarka, Rohini, Patiala House, Tis Hazari, Karkardooma and Saket and other subordinate courts in Delhi.

**B) Various Courts / Tribunal at Mumbai, Kolkata, Chennai and Bengaluru:**

There are four Branch Secretariats of this Department at Mumbai, Kolkata, Chennai and Bengaluru working as subordinate offices who engage counsel from the panel of this Department for respective court / tribunal (including High Court, CAT Bench, AFT Bench, NGT Bench and District & Subordinate Courts) within their jurisdiction.

**C) Various High Courts / CATs / AFTs / NGTs in the country**

In places except the stations mentioned under para (A) to (B) above, the engagement of counsel from the panel for respective court / tribunal is made by the concerned In-charge litigation for that court / tribunal. The present position in this regard is as under:

Sl. No.	Court / Tribunal	In-charge litigation (by Designation)
1.	High Courts	Additional Solicitor General of India (ASGI) OR Assistant Solicitor General of India (Asst. SGI) (ASGI will prevail if available)

2.	CAT AFT. NGT Benches (outside Delhi)	Concerned Senior Central Government Standing Counsel (Sr. CGSC)
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**D). District & Subordinate Courts in the country except at Delhi, Mumbai, Kolkata, Chennai & Bengaluru:**

For District & Subordinate Courts in the country except at Delhi, Mumbai, Kolkata, Chennai & Bengaluru, the concerned Standing Government Counsel (SGC) is the In-charge litigation who is entrusted with the task of allocation of cases amongst the other panel counsel for the concerned District & Subordinate Courts, i.e. Additional Standing Govt. Counsel (including the SGC).

5. All the Departments / subordinate offices of the Central Government are required to directly contact the Litigation Incharge of the concerned court / tribunal as detailed in para 4 (A) to (C) above, for the engagement of counsel / change of counsel (if required) from the panel for that court / tribunal to represent Union of India in their cases. The contact details of the concerned ASGI / Asst. SGI / Sr. CGSC/ SGC / Incharge of Litigation Sections & Branch Secretariats are available on the official website of this Department. Departments / subordinate offices of Central Government are advised to ensure from time to time that the panel counsel who is representing them is still on the panel of this Ministry. If the tenure of representing panel counsel expires before disposal of the case, the concerned Litigation Incharge may be approached for the engagement of another counsel from the panel. All the Ministries / Departments are advised not to engage counsel who are not on the panel of this Ministry/Department without approval of this Department.

6. In addition to the above, in this context item No. 9 (i) of the Annexure to Schedule V of the Delegation of Financial Power Rules (DFPR), 1978 is also referred which clearly establishes the principle for the expenditure on account of Legal Charges which needs to be paid to all kinds of Barristers, Advocates, Arbitrators, Pleaders and Umpires representing Union of India before any court (including tribunals) in the country only with the prior consent of this Ministry, and in case of Law Officers/panel counsel engaged by this Ministry, Legal Charges are to be paid as per the fee schedule prescribed by this Department for the purpose.

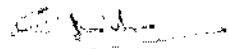
**7. In light of the above, engagement of counsel to represent Union of India before any court / tribunal of the country, who are not on the panel of Ministry of Law & Justice with running tenure and / or whose engagement has not been approved by Ministry of Law & Justice, is violation of (i) the Government of India (Allocation of Business) Rules, 1961 and (ii) the Delegation of Financial Powers Rules, 1978.**

8. All the OMs of this Department referred above, Details of concerned Litigation Incharges and details of Panel Counsel (in the form of orders of empanelment) are available on official website of this Department i.e. [www.legalaffairs.gov.in](http://www.legalaffairs.gov.in)

9. This is for information of all the Ministries / Departments of the Government of India and offices subordinate to them for strict compliance.

10. All the subordinate offices of this Department i.e. the Central Agency Section, Branch Secretariat at Mumbai, Kolkata, Chennai and Bengaluru, all Litigation Sections at New Delhi and all the Litigation In-charges before various courts / tribunals in the country are also requested to ensure strict compliance of instructions contained in this Circular and in case of any deviation this Department may be informed immediately

11. This issues with the approval of Hon'ble Minister for Law & Justice

  
(S. R. Mishra)  
Additional Secretary

To

1. All the Ministries / Departments of Govt. of India (as per list enclosed) with request to give wide publicity of the contents of this circular amongst all their subordinate offices.
2. The Comptroller & Auditor General of India with request to give wide publicity of the contents of this circular amongst all of the Audit units.
3. The Controller General of accounts with request to give wide publicity of the contents of this circular amongst all their PrOs, ZAOs/CDDOs across the country.
4. The Registrars of all the High Courts/CATs/ATs/NCTs in the country and their Benches with request to give wide publicity of the contents of this Circular amongst all the District Judges under their jurisdiction.
5. The Incharge, Branch Secretariats at Mumbai, Kolkata, Chennai & Bengaluru.
6. The Incharge, Central Agency Section, Supreme Court of India.
7. The Incharge, Litigation (High Court/CAT/Lower Courts) Section at New Delhi.
8. The Additional Solicitors General of India for the High Court of Punjab & Haryana, Allahabad, Patna and Rajasthan.
9. All the Senior Central Govt. Standing Counsel for various CAT Benches, APT Benches, NCT Benches across the country.
10. All the Standing Govt. Counsel for various District & Subordinate Courts in the country.

F. No. J-12017/1/2019-Judicial

Dated : 21.10.2019

Copy to:

1. PS to Hon'ble MJ/PS to Law Secretary/PS to Legislative Secretary/ PS to all Additional Secretaries/PS to all Joint Secretaries of Department of Legal Affairs
2. PS to Additional Legal Adviser (Judicial) of Department of Legal Affairs.
3. The Assistant Legal Adviser (Judicial) of Department of Legal Affairs
4. To be uploaded on website of the Department of Legal Affairs i.e. [www.legalaffairs.gov.in](http://www.legalaffairs.gov.in) under tab 'Judicial Section' in the link 'Circulars pertaining to litigation'.
5. Office/Spare Copies

(D. Srinivas)

Section Officer (Judicial)

Tel. 011-23384945

Email [judicial-dta@nic.in](mailto:judicial-dta@nic.in)

(C)

Revision of the fee structure applicable to the Panel Counsel of High Courts as well as of CAT Benches of Bombay and Kolkata:

Sl.No.	Item of Work	Special Counsel	Senior Counsel Group. I	Senior Counsel Group. II	Jr. Counsel Advocate on retort
1.	Suits, Appeals, Writ / Revision Petitions including Special Civil Application in the High Court.	₹ 9000	₹ 6000	₹ 3750	₹ 1800
	Per conference/Consultation	₹ 900	₹ 750	₹ 600	₹ 450
2.	Application including Interim Motions, Notices, Appeals, Leave Application, Arbitration, Company Matters, Criminal Revision and other Land Acquisition References (per day per effective hearing)	₹ 3000	₹ 3000	₹ 2250	₹ 1350
	Per conference/Consultation	₹ 900	₹ 750	₹ 600	₹ 450
3.	Drafting or Settling Pleadings, and Affidavits (per pleadings)	₹ 3000	₹ 1800	₹ 1500	₹ 1050
	Per conference/Consultation	₹ 900	₹ 750	₹ 600	₹ 450
4.	Appearance before Arbitration and Tribunals, etc and Courts other than High Courts (Per day per effective hearing)	₹ 7500	₹ 6000	₹ 3750	₹ 2250
	Per conference/Consultation	₹ 900	₹ 750	₹ 600	₹ 450
5.	Chamber Application, including Adjournment Application per day inclusive of consultation	Nil	₹ 1500	₹ 900	₹ 600
6.	Written opinions and written advice including advice on evidence (inclusive of consultation)	₹ 3750	₹ 2250	₹ 1350	₹ 1050

All other terms and conditions applicable to the Counsels of High Courts as well as of the CAT Benches of Bombay and Kolkata in the pro-revised OM No. 23(2)/2001-Judl. & OM No. 22(02)/2001 dated 14<sup>th</sup> July, 2001 read with 23(2)/2011-Judl. dated 1<sup>st</sup> October, 2011 shall continue to remain applicable unless specifically revoked/revoked:-

**Note:-** There will be no ceiling on the number of conference/consultation in the case of Special Counsel, however in the case of other categories of Counsels, the number of conferences per cases will be limited to four (relaxable to six at the discretion of the Incharge (Litigation) of Branch Secretariat, Mumbai/Kolkata.

*JS*

(11)

The Fee structure applicable for Panel Counsel, Delhi High Court and Central Govt. Counsel Pleader of various High Courts (including Panel Counsel of various C.A.T. Benches) excluding the High Courts of Bombay and Calcutta, as per the following rates:-

Sl.No.	Item of Work	Revised fee
1	Civil or Criminal Writ Petitions under Article 226 & 227 of the Constitution, Contempt Petitions, Criminal/Civil Revision Petitions, Reference to the High Court under Sales Tax Act and Banking Company Petitions,	₹2250/- per effective hearing  ₹450/- per non-effective hearing (subject to maximum of five hearings in a case)
2	Original Suits, Civil Appeal from Decrees in Suits and proceedings including second appeal and land acquisition appeal except LPA from Petitions under Article 226 & 227 of the Constitution (including drafting fee)	Ad. Valorem/regulation fee (subject to maximum of ₹ 45,000/- in a case.)
3.	Company Petitions	To be regulated by the rule contained in Appendix (ii) of the Company [Court] Rules, 1959
4.	Drafting of pleadings counter affidavits/returns/answer to Writ Petitions/Grounds of Appeal and application for leave to appeal to the Supreme Court	₹ 1,350/- per pleading
5	Drafting of Civil Misc applications to petitions under the Indian Succession Act, Contempt of Court proceedings and other proceedings of an original nature	₹1,125/- per petition
6.	Civil Misc. petitions, formal paupers, transfer petitions and other civil misc petitions of routine nature	₹ 450/- per petition
7.	Consultation /conference fee	₹ 450/- per conference (subject to maximum of 4 conferences in a case)

8-

No. 26(1)/2014/Jud.  
Government of India  
Ministry of Law & Justice  
Department of Legal Affairs  
Judicial Section  
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New Delhi the 1<sup>st</sup> October, 2015

**OFFICE MEMORANDUM**

**Sub: Revision of fee payable to various categories of Central Government counsel.**

In partial modification to this Department's various OMs issued from time to time, the undersigned is directed to convey approval of Competent Authority for the revision of the fee structure applicable to Government counsels of all the categories with immediate effect as per the details given below:-

[A]

The Fee structure applicable to Group 'A' 'B' and 'C' panel Counsel in Supreme Court:-

Sl.No.	Item of work	Revised fee Group 'A' Panel Counsel	Revised fee Group 'B' & 'C' Panel Counsel
1.	All Regular Appeals and defended Writ Petitions (for final hearing)	₹ 13,500/- per case per day	₹ 9,000/- per case per day
2.	All defended Admission matters (SLP/TP and writ petitions & other misc. matters for admission)	₹ 9,000/- per case per day	₹ 4,500/- per case per day
3.	Settling of pleadings	₹ 5,250/- per case	---
4.	Appearance in Miscellaneous Applications	₹ 4,500/- per case	---
5.	Conference	₹ 900/- per conference	---
6.	Dut of Head quarter	₹ 13,500/- daily fee for the days of his absence from HQ	₹ 9,000/- daily fee for the days of his absence from HQ.
7.	Conveyance charges for performing local journey while outside Headquarter.	₹ 1,500/-	₹ 1,500/-
8.	Clerkage	Nil	Nil
9.	Drafting SLP/Counter Affidavit/Rejoinder etc	---	₹ 3,000/- per case
10.	Drawing Written Submission	---	₹ 3,000/- per case



11.	Drafting or Appearance in Miscellaneous Applications (including mentioning of the case/Caveat/Clearance/obtaining the number and taking date for hearing)	₹ 3,000/- per case
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All other terms and conditions applicable to Group 'A', 'B' and 'C' Panel Counsel in Supreme Court in the pre-revised OM No. 21(04)/1999-Judl. Dated 24.09.1999 read with OM No. 21(05)/2011-Judl. Dated 01.10.2011 shall continue to remain applicable unless specifically revoked/revised.

(b)

The Fee structure applicable to Assistant Solicitors General of various High Courts, Central Government Standing Counsel of Delhi High Court (CGSC), Senior Central Government Standing Counsel (Sr. CGSC) of various Benches of CAT and Senior Panel Counsels in various High Courts/ CAT Benches (excluding the High Courts of Bombay and Calcutta) as per the following rates:-

Sl. No.	Item of work	Revised fee
1	Retainer Fee of: Assistant Solicitor General of various High Courts, Central Government Standing Counsel of Delhi High Court (CGSC) and Senior Central Government Standing Counsel (Sr. CGSC) of various Benches of CAT	₹ 9000/- per month.
2.	Suits, Writ Petitions and Appeals, including oral Applications for Leave to Appeal to Supreme Court in Writ Petitions	₹ 8000/- per case per day of effective hearing in case of non-effective hearing ₹ 1500/- per day subject to a maximum of 5 hearing
3	Application for Leave to Appeal to Supreme Court in Writ Petitions	₹ 3000/- per case
4.	Setting pleadings	₹ 3000/- per case
5.	Miscellaneous Application	₹ 3000/- per case
6	Conference	₹ 900/- per conference subject to: (i) for setting pleadings- one conference. (ii) in respect of hearing of Writ matters, Suits, appeals and Supreme courts leave applications etc. Three conference (Maximum)
7.	Miscellaneous and out of pocket expenses	As per actual to the satisfaction of the administrative Ministry/ Department.

All other terms and conditions applicable to Senior Panel Counsels in various High Courts/ CAT Benches (excluding the High Courts of Bombay and Calcutta) in to this Department's, OM No. 24(2)/99-Judl., OM No. 26(1)/99-Judl., OM No. 25(3)/99-Judl., and OM No. 26(2)/99-Judl., all dated 24.09.99, read with OM No. 26(1)/2005-Judl. dated 31.01.2008 and OM No. 26(1)/2011-Judl., dated 01.10.2011, shall continue to remain applicable unless specifically revoked/revised.

8.	Appearance before the High Court in application under Section 34 & 37 of the Arbitration and Conciliation Act, 1996 Appearance before Arbitrator/Jumpires etc.	₹2,250/- per effective hearing ₹ 450/- per non-effective hearing (subject to a maximum of 5 hearing in a case) ₹ 450/- per non-effective hearing (subject to a maximum of 5 hearings in a case)
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All other terms and condition applicable to above mentioned Counsel in to this Department's, in OM No. 24(2)/99-Judl. OM No. 26(1)/99-Judl., OM No. 25(3)/99-Judl and OM No. 26(2)/99-Judl, all dated 24.09.99 read with OM No. 26(1)/2005-Judl. dated 31.01.2008 and shall continue to remain applicable unless specifically revoked/revised

(E)

The Fee structure Standing Govt. Counsel and Additional Standing Govt. Counsel in the District and Subordinate Courts:-

Sl.No.	Item of work	Revised fee
1.	Retainer fee for Standing Govt. Counsel	₹ 5000 per month
2.	Fee for effective hearing	₹ 1800 per day
3.	Fee for non-effective hearing	₹ 600 per day (not more than 5 such hearings in a case)
4.	Fee for drafting Written Statement, Grounds of Appeal etc.	₹ 1500 per pleading
5.	Fee for drafting other pleadings of misc. nature	₹ 600 per pleading
6.	Fee per Conference	₹ 900 (subject to maximum of 5 such conferences in a case / group of identical cases)
7.	Daily fee for out of Headquarters	₹ 2700 per day
8.	Conveyance charge for local journey outside Headquarters	₹ 900 (lump sum)
9.	Expenses for stay in hotels	₹ 1800 per day
10.	Clerkage	@ 10% of total fee excluding miscellaneous and out of pocket expenses (maximum ₹ 5250 in a case)
11.	Fee for identical Cases	Full fee in the 1 <sup>st</sup> case and ₹ 750 in per suit for connected cases (max. 3 cases)
12.	Miscellaneous and out of pocket expenses	As per actual to the satisfaction of the administrative Department

All other terms and conditions applicable to above mentioned Counsel in to this Department's, OM No. 27(11)/1999-Judl dated 24.09.1999 read with OM No. 27 (25)/2011-Judl dated 01.09.2011, shall continue to remain applicable unless specifically revoked/revised

*[Signature]*

(F)

The Fee structure applicable to Senior/Junior Arbitration Panel Counsel:-

Sl. No.	Details of work	Proposed Revised fee
1.	Fee for effective hearing Senior Counsel	Rs. 2,250/- per appearance
	Junior Counsel	Rs. 1,500/- per appearance
2.	Fee for non-effective hearing Senior Counsel	Rs. 450/- per appearance
	Junior Counsel	Rs. 300/- per appearance (maximum four such hearings)
3.	Fee for drafting pleadings Senior Counsel	Rs. 1,500/- per pleading
	Junior Counsel	Rs. 750/- per pleading
4.	Conference fee Senior Counsel	Rs. 450/- per conference
	Junior Counsel	Rs. 300/- per conference (maximum three such conferences in a case)
5.	Daily log out of Headquarters Senior Counsel	Rs. 3,000/- per day
	Junior Counsel	Rs. 2,250/- per day

All other terms and conditions applicable to OM No. 30(3)/99-Jud. dated 24.09.99 read with OM No. 26(1)/2005/Jud. dated 31.02.2008, shall continue to remain applicable unless specifically revoked/revoked

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2. The above revised fee will be effective from 01.10.2015.

3. The counsel will be paid fee at the old rates in respect of their appearance in the Court etc. and other work done by them prior to 01.10.2015 and at the revised rates in respect of the work done by them on/ after 01.10.2015.

4. This issues with the approval of the Ministry of Finance, Department of Expenditure E.II(B) Branch, ID Note No.9 (11)/99-E.II(B) dated 02.03.2015 and 07.08.2015.

(Suresh Chandra)

Joint Secretary and Legal Adviser

Tele No. 23387806

Copy to:

1. All Ministries/Departments to the Government of India.
2. Incharge, Central Agency Section, Litigation (HC) Section, Litigation Lower Courts Section. All Groups-A, B & C panel counsel of Supreme Court through Incharge, Central Agency Section.
3. All Senior Panel Counsel of High Courts/ CATs through concerned Assistant Solicitors General in High Courts/ Sr. CGSC of CATs Benches.
4. All Assistant Solicitors General in various High Courts/ Sr. CGSC of CATs Benches.
5. All Central Government Standing Counsel/Central Government Pleaders of Delhi High Court.
6. All Asstt. Solicitors General/Central Legal Adviser of various High Courts.
7. All Senior Central Government Standing Counsel/Addl. Central Government Standing Counsel of various CAT Benches.
8. All Standing Govt. Counsel and Additional Standing Govt. Counsel before various District and Subordinate Courts as per the list.
9. All Senior/Junior Counsel of the Arbitration Panel.
10. All Special Counsel, Senior Counsel Group-I, Senior Counsel Group-II and Junior Counsel of High Courts as well as CATs Benches of Bombay and Kolkata through the concerned Incharge of Branch Secretariat of Bombay and Kolkata.
11. Incharge, Branch Secretariats Mumbai/ Kolkata/ Chennai/ Bangalore.
12. All Sections of Department of Legal Affairs.
13. Legal Advisor, Railway Board, New Delhi (with 5 spare copies).
14. Department of Personnel and Training (AT Section), New Delhi (with 5 s/copies).
15. Joint Secretary (Legal), Department of Revenue, Ministry of Finance, New Delhi (with 5 s/ copies).
16. CUDF, Department of Revenue, Ministry of Finance, New Delhi (with 5 s/ copies).
17. Branch Secretariats Mumbai/Calcutta/Chennai/Bangalore.
18. Ministry of Urban Development, Nirman Bhawan, New Delhi.
19. Department of Expenditure, Ministry of Finance, New Delhi w.r.t. their ID Note No.9 (11)/99-E.II(B) dated 02.03.2015 and 07.08.2015..
20. DGS&D, New Delhi
21. NIC Cell with the request to upload the same in the website of this Department.
22. Judicial Section with 50 spare copies
23. O.I. Section for Hindi translation

*Madhulika Upadhyay*

(Madhulika Upadhyay)

1. Central Govt. Advocate

Tel 23389006

F.No.28027/1/2016-Estt.A-III  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training  
Establishment Division

North Block, New Delhi-110001  
Dated: 16<sup>th</sup> March, 2016

**OFFICE MEMORANDUM**

**Subject: Court orders against Government of India instructions on service matters-consultation with Ministry of Law and Department of Personnel and Training on question of filing appeals.**

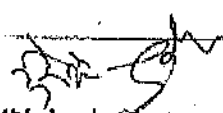
The undersigned is directed to refer to this Department's O.M.No.28027/9/99-Estt.(A) dated 1<sup>st</sup> May, 2000 on the above subject ( copy enclosed) and to say that the Department of Personnel and Training is the nodal Department that formulates policies on service matters and issues instructions from time to time. These instructions are to be followed by the Ministries/Departments of the Central Government scrupulously. All the Court cases filed by employees have to be defended on the basis of the facts available with the Administrative Ministry/Department concerned, keeping in view the instructions issued on the subject by this Department.

2. Reference is also invited to the Cabinet Secretariat's D.O letter No. 6/1/1/94-Cab dated 25.02.1994 and the Department of Expenditure's O.M. No. 7(8)/2012-E-II(A) dated 16.05.2012 inter-alia provide that (i) a common counter reply should be filed before a Court of Law on behalf of the Union of India by the concerned administrative Department/Ministry where the petitioner is serving or has last served; and (ii) a unified stand should be adopted instead of bringing out each Department's/Ministry's point of view in the said reply. It further provides that it is primarily the responsibility of the Administrative Ministry to ensure that timely action is taken at each stage a Court case goes through and that a unified stand is adopted on behalf of Government of India at every such stage. In no case should the litigation be allowed to prolong to the extent that it results in contempt proceedings.

3. However, it is noticed that the Ministries/Departments are making several references to this Department seeking interpretation of the guidelines without exercising due diligence. The Ministries/Departments are advised not to make any references to this Department unless there are difficulties relating to interpretation/application of these guidelines or any relaxation in Rules/instructions is warranted to mitigate a genuine hardship faced the Government servant. While seeking advice of this Department, instructions contained in this Department's O.M. number 43011/9/2014-Estt (D) dated 28.10.2015 may be followed.

4. The court cases may be further handled in the following manner:-

Sl. No.	Orders of Court	Action to be taken
1.	A decision/order has been quashed by Tribunal/Court on the ground that it is violative of the Rules/Government instructions, but Government's policy has not come in for adverse comments.	The Administrative Department may implement the CAT Order/Judgement if it is in consonance with Government policy and the Government case has been lost due to Administrative infirmities.
2.	Where the policy of DoPT has not been quashed, but the judgment/order of the Tribunal/High Court/ Supreme Court has gone in favour of Respondents/Applicants.  (a) Where in above, the Administrative Ministry is in favour of implementing the judgement  (b) Where in above, a decision to file Writ Petition/Special Leave Petition (as the case may be) has to be taken	The Administrative Ministry may take a decision in consultation with DoPT and DoLA.  The Administrative Department may take a decision to file Writ Petition/Special Leave Petition (as the case may be) in consultation with Department of Legal Affairs (DOLA) and DoP&T.
3.	Where the judgment has gone in favour of Applicant/Petitioner/Respondent and a scheme/guideline/OM outlining Government policy has been quashed.	The Administrative Department may take a decision to file WP/SLP (as the case may be) in consultation with DoPT and DOLA. The references to this Department should be sent at least one week in advance so that it can be properly examined in DoP&T.
4.	CAT or a Higher Court has upheld Government's stand	DoPT may only be informed with all details.

  
 (Mukesh Chaturvedi)  
 Director (E)  
 Tele: 2309 3176

To

The Secretaries of All Ministries/Departments (as per the standard list)

Copy to:

1. President's Secretariat, New Delhi.
2. Vice-President's Secretariat, New Delhi.
3. The Prime Minister's Office, New Delhi.
4. Cabinet Secretariat, New Delhi.
5. Rajya Sabha Secretariat/Lok Sabha Secretariat, New Delhi.
6. The Comptroller and Auditor General of India, New Delhi.
7. The Secretary, Union Public Service Commission, New Delhi.
8. The Secretary, Staff Selection Commission, New Delhi.
9. All attached offices under the Ministry of Personnel, Public Grievances and Pensions.
10. Secretary, National Council (JCM), 13, Feroze Shah Road, New Delhi.
11. CVOs of all Ministries/Departments.
12. ADG (M&C), Press Information Bureau, DoP&T
13. NIC, Department of Personnel & Training, North Block, New Delhi (for uploading the same on the website of this Ministry under the Head OMs & Orders → Establishment → Miscellaneous
14. Hindi Section, DoP&T

  
(Mukesh Chaturvedi)  
Director (E)  
Tele: 2309 3176

**No.28027/9/99-Estt.(A)**  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training

New Delhi, dated the 1<sup>st</sup> / May 2000.

**OFFICE MEMORANDUM**

Subject: Court orders against Government of India instructions on service matters – consultation with Ministry of Law and DoP&T on the question of filing appeals, before implementation of Court's orders.

The undersigned is directed to say that it has come to the notice of this department that in cases where the Courts have passed orders against the Government of India instructions, the administrative Ministry/Department has not consulted the Law Ministry on the question of filing appeal against such orders, before implementation of such orders.

2. The matters has been considered in this Department and it has been decided that whenever there is any Court order against the Government of India instructions on service matters, the administrative Ministry/Department/Office shall consult the Department of Legal Affairs and the Department of Personnel and Training on the question of filing appeal against such an order, as far as possible, well in time, that is before the time limit, if any, prescribed in such order or before the time limit for filing appeal. No such orders shall be implemented by the concerned Departments/Ministries without first referring the matter to the Department of Legal Affairs for advice and to Department of Personnel and Training.
3. The Ministries/Departments are requested to note the above instructions for strict compliance.
4. These instructions are issued in consultation with the C&AG, in regard to its applicability to Indian Audit and Accounts Department.

  
( Smt.S.Bandopadhyay )  
DIRECTOR

To  
All Ministries/Departments of the Government of India .

Copy to:

1. Comptroller and Auditor General of India, New Delhi.
2. Union Public Service Commission, New Delhi.
3. Central Vigilance Commission, New Delhi.
4. Central Bureau of Investigation, New Delhi.
5. All Union Territory Administrations.
6. Lok Sabha/Rajya Sabha Secretariat.
7. All Attached and Subordinate Offices of the Ministry of Personnel, Public Grievances and Pensions and Ministry of Home Affairs.

  
( Smt.S.Bandopadhyay )  
DIRECTOR