

**NATIONAL INSTITUTE OF TECHNOLOGY**

**DURGAPUR-713209, WEST BENGAL, INDIA**

Minutes of the 35<sup>th</sup> Meeting of the Finance Committee held on 22<sup>nd</sup> September, 2015 at 10.30 A.M. at Seminar Room-2, United Service Institution of India, Rao Tula Marg (Opposite Signals Enclave), Vasant Vihar, P.O. New Delhi- 110057.

The following members attended the meeting:

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| <b>1. Prof. A. B. Bhattacharyya,</b><br>Chairperson, Board of Governors,<br>National Institute of Technology, Durgapur                      | <b>Chairperson</b>      |
| <b>2. Prof. T. Kumar,</b><br>Director,<br>National Institute of Technology,<br>Durgapur   | <b>Member</b>           |
| <b>3. Shri Rajesh Singh,</b><br>Director (IFD),<br>Dept. of Higher Education,<br>MHRD, Govt. of India,<br>Shastri Bhavan, New Delhi         | <b>Member</b>           |
| <b>4. Shri Sanjeev Kumar Sharma,</b><br>Director (NITs),<br>Dept. of Higher Education,<br>MHRD, Govt. Of India<br>Shastri Bhavan, New Delhi | <b>Member</b>           |
| <b>5. Prof. Nirmal Kumar Roy,</b><br>Professor,<br>Department of Electrical Engineering,<br>National Institute of Technology,<br>Durgapur   | <b>Member</b>           |
| <b>6. Brig. A. S. Nijjar,</b><br>Registrar,<br>National institute of Technology,<br>Durgapur  | <b>Member Secretary</b> |



The Chairperson, Board of Governors, welcomed the members from the MHRD to the meeting and introduced the new Secretary of the Finance Committee and Registrar to the members.

**Item # 35.01: To Confirm the Minutes of the 34th Finance Committee Meeting held on May 15th 2015.**

The Finance Committee approved and confirmed the Minutes of the 34th Finance Committee Meeting held on May 15th 2015.

**Item # 35.02: To note action taken on the Minutes of the 34<sup>th</sup> Finance Committee Meeting held on May 15<sup>th</sup> 2015.**

Noted.

**Item #35.03: To consider the Minutes of the 28<sup>th</sup> Building and Works Committee meeting of the Institute held on 15<sup>th</sup> September 2015.**

The minutes of the 28<sup>th</sup> meeting of the B&WC were approved with the following observations by the committee members.

- It was pointed out that all minutes of B&WC need not be brought before Finance Committee. Only important items requiring approval by the Finance Committee, which are beyond the powers of the Director should be discussed in the Finance Committee.
- Time limit should be stipulated for all projects and progress of the same be monitored by the Institute.
- The item regarding fencing of the hostels (item 28.8) was approved; however, it was pointed out that, it should be completed within one year from date of commencement.
- For item no. 28.14 pertaining to provisioning and fixing of furniture for newly constructed Academic Block, the estimate for which were revised from the original cost of Rs. 9.3186 crores to Rs. 7.4423 crores, should only be executed after a visit by the Director, Registrar and representatives of CPWD to the newly constructed Academic Block of the IIT Delhi. Any further revision in the estimates be then



circulated for approval. In case of any extra cost involved as a result of the observations during the visit, the proposal be brought up in the next Finance Committee meeting.

- All estimates given by the Agencies like CPWD, must be scrutinized in detail by experts, before being put up in the B&WC meeting.
- It was stated that henceforth, the funds from the Plan Grant will be made available based on the progress of the projects and the actual expenditure incurred.
- It was pointed out, that the list of approved projects be presented to the Ministry alongwith the expenditure, incurred and planned, on yearly basis.
- It was decided that budget allocation to departments for Laboratory Development be made in the beginning of the Academic year and the maximum limit of such allocation be increased to Rupees Ten Lakhs and the minimum allocation of Rupees Five Lakhs depending upon the size of the department.

**Item #35.04: To consider enhancement of honorarium to visiting Doctors and engagement of Dental Assistant.**

The Finance Committee approved the proposal.

**Item #35.05: To consider creating Online Test Centre cum Conference Room at Central Library.**

It was noted, that the planned expenditure was very high, particularly the estimates for the furniture items. The proposal needs to be resubmitted after reconciliation. Only standard items of furniture should be procured.

**Item #35.06: To consider Plan and Non-Plan fund position of the Institute as on July 31, 2015**

Financial status should be kept updated on regular basis with the Registrar, so that whenever required by MHRD, information is readily furnished to them.



**Item # 35.07: To consider and approve the projected fund for retiring employees within next six months.**

The Finance Committee noted and approved the expenditure.

**Item # 35.08: To consider the proposal of cash awards to the Best Teacher, Best Administrator, Best Office Worker, Best Technical Staff and Best Support Staff.**

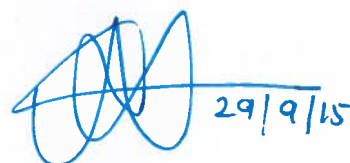
The initiative of the Chairperson was appreciated. The point was agreed in principle, however, a detailed proposal be brought up in the next meeting of the Finance Committee for consideration.

**Item # 35.09: Proposal for introducing e-Tendering facilities at NIT Durgapur.**

The proposal was approved by the Finance Committee.

**Item # 35.10: Any other item with the permission of the chair.**

There being no other item the meeting ended with a thanks to the Chair.



29/9/15

**Brig. A. S. Nijjar**  
Registrar & Member Secretary  
Finance Committee,  
National Institute of Technology,  
Durgapur

