

NOTES ON ITEM NO. 35.01

TO CONFIRM THE MINUTES OF THE 34th MEETING OF THE FINANCE COMMITTEE OF SLIET, LONGOWAL HELD ON 18.02.2011

The minutes of the 34th meeting of the Finance Committee of SLIET, Longowal held on 18.02.2011 were circulated among the members. A copy of the minutes is placed at **Annexure-“A” – Page No. 06-18**. No comment is received from any member. Therefore, the minutes are placed before the Finance Committee for confirmation please.

NOTES ON ITEM NO. 35.02

Notes on ITEM NO. 34.02 (29.16, 30.02, 31.02, 32.02 & 33.02)

Action taken report on the minutes of the 34th meeting of the Finance Committee of SLIET, Longowal held on 18.02.2011 (kindly refer to Agenda at Page No. 07 of Annexure – “A”)

PROPOSAL FOR NEW EPABX SYSTEM TO REPLACE THE OLD ONE AND RESTORE INTERNAL COMMUNICATION SERVICES TEMPORARILY/ PERMANENTLY IN THE INSTITUTE AS PER PRESCRIBED NORMS

The decision of 34th Finance Committee regarding disposal of M.S Scrap of EPABX of the Institute was communicated to Store Purchase Officer, vide Letter No. SLIET/A&A/11/7402 dated 08.03.2011. In response to this letter, the Store Purchase Officer informed that the disposal of 500 kg MS scrap has been taken-up and proceeds will be submitted, accordingly. Dean (P&D) has endorsed it.

NOTES ON ITEM NO. 35.02

Notes on ITEM NO. 32.03, 33.02 & 34.02)

Action taken report on the minutes of the 34th meeting of the Finance Committee of SLIET, Longowal held on 18.02.2011 (kindly refer to Agenda at Page No. 08 of Annexure - "A")

TO CONSIDER AND PRESENTATION OF THREE YEAR ACTION PLAN FOR CIVIL AND ELECTRIC WORKS ACTIVITIES - PRESENTATION BY HEAD, DEPARTMENT OF DISABILITIES STUDIES

In compliance of the decision taken in the 34th Finance Committee meeting vide Item No. 34.02 (32.06 & 33.02) (A) (4) regarding building for Department of Disabilities Studies and extending help to disabled students to study certain courses to enable them to come in the mainstream of life by getting jobs and regain self esteem. Dr. Harish Chopra, Head, Department of Disabilities Studies has been asked to give a presentation during the course of next meeting. Now, Dr. Harish Chopra is ready in this 35th meeting of Finance Committee to give his presentation.

NOTES ON ITEM NO. 35.03

TO APPROVE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2009-2010

The Annual Report of the Institute for the year 2009-10 is placed herewith for consideration and approval of the members of the Finance Committee. Annual Report for the years 2009-10 will be served to the members of the Finance Committee separately, during the course of meeting. Annual Report for the year 2009-10 has already been seen and approved by the Chairman, BOM (**Copy enclosed at Annexure - "B" Page No. 19**). The members of the Finance Committee are requested to approve the same.

NOTES ON ITEM NO. 35.04**TO CONSIDER AND APPROVE THE PROCUREMENT OF NEW VEHICLES FOR THE INSTITUTE**

(A) PURCHASE OF AMBULANCE : The condition of existing Maruti Omni Ambulance (under the process of condemnation) is not very good; it is 15 years old and covered approximately 3 lacs kilometers. It cannot be used to carry patients in critical situation. Requirement of more than one ambulance also arises on many occasions; it has been recommended that two new ambulances must be purchased for the benefit of campus residents, students and staff. The detail of required two ambulances is as follows :-

Sr. No.	Name of the Ambulance	Approximate Cost in terms of Rupees
01	Single stretcher ambulance on Tata Winger 4X2 (on DGS&D Rate Contract)	6,07,723.00 (as on 11.02.2011)
02	Maruti Omni	3,00,000.00

(B) PURCHASE OF 52 SEATER BUS : Existing 52 seater bus will complete 15 years of running this year. It has covered more than 3.5 lacs kilometer. Keeping in view the growing number of students in each class, one new bus (52 seater) is required for industrial/educational tours as well as training and placement activities. Rates as provided by TATA motors are as follows (some variation may be there at the time of Purchase) :-

Sr. No.	Particulars of Vehicle	Approximate Cost in terms of Rupees
01	Tata Standard Bus 52 seater on model 1512TC/52 BS3, Unit Price inclusive of Taxes, EXRSO, Dappar, as per DGS&D Price	18,05,389.00
02	52+1 Standard Bus GP panel on model 1512TC/52 BS3, 27705052000RXY50 Unit Price inclusive of Taxes, EX RSO, Dappar, as per Special Government Price.	15,91,374.00

The above two requirements have been placed by Controller of Vehicle which are endorsed by Dean (P&D). The members of the Finance Committee are requested to approve the above mention vehicles.

NOTES ON ITEM NO. 35.05

TO APPROVE THE REQUIREMENT OF FUNDS FOR IMPLEMENTATION OF ENTERPRISE RESOURCE PLANNING (ERP) BASED CAMPUS AUTOMATION SOLUTION AT SLIET, LONGOWAL

With reference to the Government of India Notification No. 1/4/2010-AR dated 13.01.2011 (**Copy enclosed at Annexure – “C” – Page No. 20-31**) has been received for “Implementation of e-Governance – Smart way ahead”. In this regard, the Director, SLIET has constituted a committee for implementation of e-Governance. The committee had a thorough discussion about implementation of e-Governance in SLIET. It was decided that all the activities and procedures in SLIET will be automated. This will not only increase the efficiency but also will make activities more effective and transparent.

The Committee has recommended to implement an ERP based Campus Automation Solution which has been duly approved by the Competent Authority. An advertisement, in this context, has already been published in the newspapers and besides uploaded this information on Institute web-site.

In the meeting of committee held on 17.03.2011, it was concluded that 3% of the Institute Plan Budget of approximately Rs. 14.00 crores (2011-12) may be allocated for the purpose of ERP based Campus Automation Solution, which is as per Government of India, MHRD, Notification. Hence, the committee has recommended an amount of Rs. 74-80 lacs for this purpose. (**A copy of Minutes of Meeting held on 17.03.2011 is enclosed at Annexure – “D” Page No. 32**). Approximately Rs. 40.00 lacs may be treated for 2011-12 and the rest amount for 2012-13.

The matter is placed before the members of Finance Committee for kind perusal and approval please.

NOTES ON ITEM NO. 35.06

INFORMATION ABOUT RECOVERY IN THE MATTER OF PROCEEDINGS UNDER SECTION 7-A OF THE EMPLOYEES PROVIDENT FUNDS & MISCELLANEOUS PROVISIONS (EPF & MP) ACT - 1952 IN RESPECT OF M/S ROVING EYES SECURITY & INTELLIGENCE SERVICE, BUDA DAL COMPLEX, LOWER MALL, PATIALA, EPF CODE NO. PN/20980 AMOUNTING TO RS. 10,45,525=00 DIRECTLY BY QUASI-JUDICIAL ORDER BY ASSISTANT PROVIDENT FUND COMMISSIONER, CHANDIGARH THROUGH GRANT-IN-AID ACCOUNT NO. 540 OF THE INSTITUTE AT CENTRAL BANK OF INDIA, SLIET CAMPUS, LONGOWAL

May kindly refer to the letter addressed to Assistant Provident Fund Commissioner (APFC), Quasi-Judicial Authority, Chandigarh bearing No. SLIET/S&S/2011/1603 to 09 dated 15.03.2011 (**Copy enclosed at Annexure - "E" Page No. 33 for ready reference**) under the signature of Er. Indraj Singh, Chairman, Security & Sanitation, SLIET, Longowal, who has been attending the Hearings on behalf of the Institute. In this letter, one month time extension was requested to A.P.F.C, Chandigarh for settlement of dues. On 22.03.2011 at 02.30 PM one Quasi-Judicial Order bearing No. C.II/PN/20980 dated 11.02.2011 (**Copy enclosed at Annexure - "F" Page No. 34-39 for ready reference**) under the signature of Sh. V.K. Shourie, A.P.F.C, was received to the Institute through Sh. M.M. Wadhwa, Enforcement Officer, Inspectorate, Sangrur, directing to SLIET, Longowal to deposit a sum of Rs. 10,45,525=00 payable in respect of contractor namely M/s Roving Eyes Security & Intelligence Service, Buda Dal Complex, Lower Mall, Patiala within 15 days of receipt of this order.

The Bank Manager, Central Bank of India, SLIET, Longowal has confirmed about the direct transfer a sum equivalent to Rs. 10,45,525=00 to Regional Provident Fund Commissioner, Chandigarh on 21.03.2011 through Institute G.I.A Account No. 540 and raised a Debit Advice accordingly alongwith a copy of Assistant Provident Fund Commissioner, Punjab & UT of Chandigarh, bearing No. CIRCLE-II/PN/20980/391 dated 16.03.2011 (**Copy enclosed at Annexure - "G" Page No. 40-42 for ready reference**).

The above mentioned matter is submitted for information of members of the Finance Committee.

SUPPLEMENTARY AGENDA ITEMS OF 35TH FINANCE COMMITTEE MEETING OF SLIET, LONGOWAL

ITEM NO. 01 ON-LINE COLLECTION OF THE SEMESTER FEE FROM THE STUDENTS OF THE INSTITUTE AND STATUS OF THE WRITTEN PERMISSION FROM THE MINISTRY, FOR THE SEPARATE DUMMY ACCOUNT FOR THE PURPOSE.

In view of the difficulties being faced by the students as well as their parents, a dire need has been felt in the Institute to make and ensure the online collection of Semester Fee through Central Bank of India (CBI), SLIET, Longowal. For the purpose, as per the requirement of Central Bank of India, SLIET Longowal (**Copy enclosed at Annexure – A Page No. 05**), three letters for according approval of a separate and Dummy Account at C.B.I, SLIET, Longowal were placed before the Ministry from the Institute on 02.12.2010, 08.03.2011 & 22.03.2011 (**Copies of three letters are enclosed at Annexure – B Page No- 06-08**). However, the written permission from the Ministry is awaited. The Hon'ble Padam Shri S.P. Oswal, Chairman, Finance Committee has already consented to it on 14.02.2011 (**Copy enclosed at Annexure – C – Page No. 09**). When contacted telephonically to Mr. Z. Thomas, Section Officer, TS IV Section, MHRD, New Delhi on 31.03.2011, he confirmed about the permission of 'Integrated Finance Division (IFD)' and the letter of permission under the signature of Sh. N. Mohan Das, Director (T), G.O.I, MHRD, New Delhi will be received to the Institute shortly.

Therefore, the Branch Manager, C.B.I, SLIET Longowal will be requested to open a new separate and Dummy Account for day-to-day operation and transfer of the collected money to Institute Grant-in-Aid Account. C.B.I, SLIET, Longowal will be requested to furnish the student-wise information to the Finance Department of the Institute, stating name, Father's Name, Registration number and amount of Fee collected on day-to-day basis alongwith Credit Advice for maintaining student-wise record(s).

Academic Section will ensure needful formalities related to the registration of all the students of the Institute, as usual, and will furnish the requisite details on Challan (Four Copies), as prevailing in Thaper University, Patiala, stating date, amount of fee alongwith Late Fee, if any, RTGS/NEFT Number of the bank etc. to be displayed on Institute's Web-site and to be furnished to the Institute Banker, CBI, SLIET, Longowal for on-line collection.

In anticipation of the written permission from the Ministry, all the members of the Finance Committee are requested to concur and approve the proposal to open new Separate and Dummy Account in favour of Director, SLIET at Central Bank of India, SLIET, Longowal for online collection only.

**SUPPLEMENTARY AGENDA ITEMS OF
35TH FINANCE COMMITTEE MEETING OF SLIET, LONGOWAL**

ITEM NO. 02 Proposed modifications for payment of Sitting Fee and Road Mileage Allowance to the employees of the Institute and experts/visitors/members, coming from the outside the Institute

(A) PAYMENT OF SITTING FEE:

Approval/Decision of 34th Finance Committee meeting held on 18.02.11 on the pattern of NIT, Kurukshetra	Proposed Modification by an Internal Committee
<p>Previously, the Sitting Fee @ Rs. 1000/- Per Day was permitted for the members of the Statutory Bodies of the Institute like SLIET Society/BOM/FC/ B&WC/ Selection Committee/ Board of Studies/Senate/ Academic Council and it was meant for experts conducting Viva-Voce/ delivering Lectures, coming from the outside of the Institute. In 34th Finance Committee meeting held on 18.02.2011, the payment of Sitting Fee was restricted and permitted only to the members of SLIET Society/BOM /FC/B&WC/Selection Committee/ Board of Studies / Senate /Academic Council/ Experts for conducting Viva-Voce coming from outside the Institute.</p>	<p>An Internal committee constituted by Worthy Director, SLIET, Longowal consisting of Dr. J.S. Dhillon, Dean (Academics) (Convener), Dr. Sanjay Marwaha, Dean (SFW) and Dr. D.C. Saxena, Dean (P&D) recommended unanimously that experts coming to the Institute from outside for delivering subject Lectures (excluding Seminars/ Conferences etc.) be paid the Sitting Fee @ Rs. 1000/- Per Sitting. (Copy of Minutes of the Meeting is placed at Annexure - "D" Page No. 10)</p> <p>In 28th Finance Committee meeting held on 25.11.2005 vide Item No. 28.02 (27.09) it has already been deliberated the matter and approved the rate of Sitting Fee @ Rs. 1000/- Per Day.</p>

The members of the Finance Committee is requested to deliberate the matter of payment of Sitting Fee finally, in view of the decision previously taken and proposed by the Internal Committee of the Institute.

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(B) ROAD MILEAGE ALLOWANCE:

Approval and decision of 34th Finance Committee Meeting held on 18.02.2011, with reference to approval and decision previously taken in 31st Finance Committee meeting held on 23.02.10 (Vide Item No. 31.05).		Proposed Modification by an Internal Committee	
i)	Road Mileage Allowance for the Journey Performed by Bicycle/Foot & Rs. 00.60 Per Km.	An Internal Committee constituted by worthy Director, has recommended the payment of Road Mileage Allowance to all the members of Statutory Bodies and the experts coming from outside the Institute and Institute employees (Visiting Outside/within Punjab) uniformly @ Rs. 16/- per Kilometer. (Copy of Minutes of the Meeting is placed at Annexure – “D” Page No. 10)	
ii)	Road Mileage Allowance for the Journey performed by taxi/own car/Autorickshaw		
a)	For members of SLIET Society/BOM/FC/ B&WC/ Selection Committee/ Board of Studies/ Senate/ Academic Council.		Rs. 16/- Per Km
b)	For Experts for conducting Viva Test/Experts for conducting delivering Lectures, coming from outside the Institute.		Rs. 08/- Per Km
iii)	For Institute Employees (Visiting outside Punjab)		Rs. 08/- Per Km
iv)	For Institute Employees (Visiting within Punjab)		Rs. 06/- Per Km
v)	Autorickshaw/ Scooter/ Motorcycle		Rs. 04/- Per Km
The above decisions were taken with reference to the decision taken in 27 th Finance Committee Meeting held on 01.12.2004 (Vide Item No. 27.09), where it was approved that the rates of Sitting Fees/Road Mileage Allowance for experts and staff would be as applicable in NIT, Jalandhar or NIT, Kurukshetra.			

In accordance with the provisions laid down in FRSR – Part-II, Travelling Allowances Rules of Government of India, usually the Travelling Allowance Claims are settled on the basis of rates prescribed by Transport Authorities of the concerned State however, in particular

SUPPLEMENTARY AGENDA ITEMS OF 35TH FINANCE COMMITTEE MEETING OF SLIET, LONGOWAL

State, where rates are not notified/prescribed by Transport Authorities, it becomes difficult to make payment at prescribed rates. The matter was examined in consultation of Ministry of Finance, Department of Expenditure and it was decided that the rates of Road Mileage Allowances may be fixed, on the basis of prevailing rates in Metropolitan City of a particular State and, if no rates have been fixed, then the rates of the neighbouring States may be adopted. Accordingly, the Institute is adopting the rates already applicable in N.I.T, Kurukshetra, as per the decision of the 27th Finance Committee meeting held on 01.12.2004 **(An extract of minutes of 27th Finance Committee meeting is at Annexure – “E” - Page No. 11)**

The rates of Road Mileage Allowances applicable at NIT, Kurukshetra vide Letter No. Acs/TA/2009/8525 dated 10.10.2009 may please be referred herewith **(Copy placed at Annexure – “F” Page No. 12-15)**

All the members of the Finance Committee are requested to deliberate the matter related to the above mentioned rates already approved in SLIET, Longowal, on the pattern of N.I.T., Kurukshetra, and the recommendations placed herewith, by the Internal Committee, in the light of FR&SR, Part-II, Travelling Allowances, Government of India Rules.