

**MINUTES OF THE 39<sup>th</sup> MEETING OF THE FINANCE COMMITTEE OF NATIONAL INSTITUTE OF TECHNOLOGY CALICUT HELD AT BRIGADE METROPOLIS SUMMIT TOWER 'A',73/1 GARUDACHARPALYA, MAHADEVAPURA POST,WHITEFIELD MAIN ROAD, BANGALORE ON 31/07/2017 AT 11.00 AM**

**Members Present**

1. **Ms. Aruna Jayanthi** Hon. Chairperson  
Hon. Chairperson, BoG, NIT Calicut
2. **Dr Sivaji Chakravorti** Member  
Director, NIT Calicut
3. **Shri .K.Rajan** Member  
Under Secretary (Representing JS (NITs) MHRD)  
(Through SKYPE)
4. **Dr P.K. Rajendrakumar** Member  
Nominee of the BoG, NIT Calicut
5. **Dr.S.Chandrakaran** Secretary  
Registrar (I/c), NIT Calicut

The Hon Chairperson, Finance Committee, NIT Calicut, called the meeting to order at 11.00 Hrs. The Director welcomed the members.

The comments as received from the IFD of MHRD were placed before the meeting. With the permission of the Chairperson Dr. S.Chandrakaran, Registrar (I/c), presented the Agenda points and the decisions taken are enumerated below:-

<b>Subject FC 39.01</b>	<b>Confirmation of the minutes of the 38<sup>th</sup> FC meeting</b>
Decision	The minutes of the 38 <sup>th</sup> FC meeting held on 22/04/2017 at the Office of the Capgemini India Ltd, Mumbai, was circulated among the members. FC confirmed the minutes by incorporating the modifications based on the written comments received from Dr.P.K.Rajendrakumar..
<b>Subject FC39.02</b>	<b>Report of action taken and action pending on the decisions taken in the 38<sup>th</sup> meeting of the FC</b>
Decision	FC noted the report of the action taken/pending on the decisions taken at its 38 <sup>th</sup> meeting.

<b>FC39.03</b>	<b>Consideration of Annual Accounts -2016-17</b>
Decision	Finance Committee recommended to BoG for approval of Annual Accounts for the Financial Year 2016-17 for sending to CAG for audit.
<b>Subject</b> <b>FC.39.04</b>	<p><b>Consideration of the minutes of the BWC meeting dated 16/05/2017</b></p> <p>FC noted the comment of the IFD of MHRD that new projects should be taken up with the availability of fund and the institute should keep the expenditure within the allotted budget.</p> <p><b>BWC.2017:03:02 – Consideration of the proposal for the estimate of the construction of Work Area, Gas Room and Leach Pit to C-Hostel and D-Hostel</b></p> <p><b>Decision</b> FC deliberated over the estimate in detail. It was informed in the meeting that the C-hostel and D-hostel are very old buildings in the campus, which were constructed during 1970s and no major maintenance works were done for the past 11 years. At present in C-hostel and D-hostel total 550 students are being accommodated in 310 rooms of the hostels in single occupancy and multiple occupancy. The food for these students is prepared in the kitchens of these hostels using fire oven and cooking gas. Beside these, cylinders of LPG gas are also kept in the same kitchen. If there is any unforeseen mistake by the labourers, the situation may lead to leakage of gas and fire accidents. For avoiding this, it is essential to construct separate gas room in the work area and fire oven is to be shifted to the proposed work area in view of safety measures. Besides this the existing leach pit is in very dilapidated condition which is to be reconstructed for maintaining the hygienic condition in the surrounding areas.</p> <p>FC noted that the total estimate of the project was Rs.22.95 Lakhs, which is within the financial power of BWC. However, the Director informed the meeting that due to oversight BWC recommended the estimate to FC. Director also informed the meeting that these hostel-related works are very important and need to be undertaken at the earliest.</p> <p>Considering the importance of the work, which involves the students, FC recommended to the BoG for approval of the estimate for Rs. 22.95 Lakhs and to execute the work as per extant guidelines.</p> <p><b>BWC.2017:03:03 and BWC.2017:03:07 (taken up together)</b></p> <p><b>Consideration of the proposal for the estimate of painting works of A-Hostel and PG-I Hostel</b></p> <p><b>Decision</b> The FC observed that the projects, on the basis of cost, falls within the Competent Financial Power of BWC and BWC has approved the work. Therefore, the item was not considered in the FC meeting.</p>

	<p><b>BWC.2017:03:04 Consideration of the proposal for the estimate of repair works in Toilets and Sewage Lines in Cluster 1, 2, 3, 5 &amp; 6 (Five Floors) of Mega Hostel–I</b></p> <p><b>Decision#</b> The FC observed that the projects, on the basis of cost, falls within the Competent Financial Power of BWC and BWC has approved the work. Therefore, the item was not considered in the FC meeting.</p> <p><b>BWC.2017:03:05 Consideration of the proposal for the estimate of maintenance works to Mess Hall and Kitchen of C–Hostel</b></p> <p><b>Decision</b> The FC observed that the projects, on the basis of cost, falls within the Competent Financial Power of BWC and BWC has approved the work. Therefore, the item was not considered in the FC meeting.</p> <p><b>BWC.2017:03:06 Consideration of the proposal for the estimate for construction of Lab Space for setting up Impact Test Set Up of Civil Engineering Department</b></p> <p><b>Decision</b> The FC observed that the projects, on the basis of cost, falls within the Competent Financial Power of BWC and BWC has approved the work. Therefore, the item was not considered in the FC meeting.</p>									
<b>Subject FC 39.05</b>	<b>Consideration of the enhancement of monthly remuneration of Resident Medical Officer (RMO) appointed on adhoc basis.</b>									
Decision	<p>FC noted that the monthly remuneration of Resident Medical Officer (RMO) appointed on adhoc basis was last modified in 2014. FC also noted that the RMO play a very important role in the institute considering the large population including student, faculty and staff in the campus and hence good quality person need to be appointed as RMO. Considering all the above, FC recommended to the BoG for approval of the following monthly remuneration with effect from the forthcoming appointment:</p> <table border="1"> <thead> <tr> <th>Sl. No.</th> <th>Adhoc RMO</th> <th>Monthly remuneration</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Medical Officer with MBBS only</td> <td>Rs.55,000/-</td> </tr> <tr> <td>2</td> <td>Medical Officer with MBBS and PG degree</td> <td>Rs.70,000/-</td> </tr> </tbody> </table>	Sl. No.	Adhoc RMO	Monthly remuneration	1	Medical Officer with MBBS only	Rs.55,000/-	2	Medical Officer with MBBS and PG degree	Rs.70,000/-
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1	Medical Officer with MBBS only	Rs.55,000/-								
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<b>Subject FC.39.06</b>	<b>Consideration of the enhancement of monthly remuneration of Accountants in the Finance section appointed on adhoc basis</b>									
Decision	<p>FC noted that the monthly remuneration of Rs. 30,000/- for the Accountants appointed on adhoc basis in the Finance section was last fixed in 2013. FC also noted the following: i) qualified persons are required to be appointed as Accountants with CA/ICWA, ii) the service of the Accountants is essential towards rectification of entry, reconciliation of accounts, preparation of annual accounts report, monitoring of investments, grant-in-aid &amp; expenditure and coordination for audit by</p>									

	various Govt departments, iii) considerable efforts from the Accountants will be required for migrating to Tally from the present system shortly. Considering all the above, FC recommended to the BoG for approval of the monthly remuneration of Rs. 40,000/- for the Accountants appointed on adhoc basis in the Finance section with effect from the forthcoming appointment.
<b>Subject FC.39.07</b>	<b>Consideration of the appointment of Security Officer</b>
Decision	<p>FC considered the proposal in the light of the observations received from the IFD of MHRD. FC decided that the appointment of a permanent security officer against the post of an Assistant Registrar will not be proper. However, FC noted the following:</p> <p>i) the entire security services of the institute has been outsourced, ii) the security in the campus is a major issue for smooth running of the institute and iii) it is necessary to have a person with requisite experience and qualification appointed by the institute on a contract basis to look after the security operation in the campus. Considering all the above, FC recommended to the BoG for approval of the appointment of a security officer on contract basis with the following:</p> <ul style="list-style-type: none"> <li>i) at least 10 years experience in defense services or CISF</li> <li>ii) Bachelor's degree in any subject</li> <li>iii) Contract will be for one year extendable upto three years based on performance evaluation</li> <li>iv) Age below 55 years at the time of first appointment</li> <li>v) Consolidated monthly remuneration of Rs. 40,000/-</li> </ul>
<b>Subject FC.39.08</b>	<b>Consideration of the revision of Minimum Wages/VDA to the persons engaged for Security, Sanitation &amp; Horticulture through agencies</b>
Decision	<p>FC considered the matter and noted the following: i) The Deputy Chief Labour Commissioner (Central) Cochin, under Ministry of Labour &amp; employment, Government of India vide Letter No. 64(1)/2016-B5 dated 12/05/2017 has informed that the revised minimum rate of wages as per the Government of India Notification No. S.O.188(E) dated 19/01/2017 are applicable for Sanitation and Security, and ii) As per agreement in this regard with concerned agencies vide clause 12, which states that "Whenever there is a revision in Minimum Wages/VDA by the order of appropriate Government, the same shall be enhanced by the Institute and paid to the agency at the rate of "B" class city".</p> <p>Considering the details regarding revision of minimum wages to the persons engaged for (i) Security Service and (ii) Sanitation and Horticulture Services as presented in the meeting, FC recommended to the BoG for approval of implementation of the revised minimum rate of wages as per the Government of India Notification No. S.O.188(E) dated 19/01/2017 at the rate of "B" class city to the persons engaged for Security, Sanitation &amp; Horticulture through agencies</p>

<b>Subject</b> <b>FC.39.09</b>	<b>Noting of the Letter No.F.No.33-2/2017-TS.III (Pt.I) MHRD, Department of Higher Education, Technical Section. III dated 16<sup>th</sup> May 2017 relates to Sitting Fee in respect of Non-officials of Committees/Panels/Boards etc</b>
<b>Decision</b>	<p>FC considered the matter in the light of the comments as sent by IFD of MHRD. In the comments as sent by IFD of MHRD, it has been mentioned that the matter has been examined in MHRD in details and a view has been taken with the approval of the Secretary (HE) that Department of Expenditure O.M. dated 12.04.2017 in question is not applicable to autonomous bodies under MHRD. FC noted the communication no. 33-5/2016-TS.III dated 21.07.2017 issued in this regard, which was sent by IFD of MHRD along with their comments.</p> <p>Considering the above, FC recommended to the BoG for approval of the continuation of the institutional practice relating to payment of sittings fees.</p>
<b>Subject</b> <b>FC.39.10</b>	<b>Any other matter with the permission of the Chair</b> <b>The following items were taken up with the permission of the Chairperson.</b>
<b>Subject</b> <b>FC.39.10</b>	<b>Consideration of the appointment of Superintending Engineer</b>
<b>Decision</b>	<p>FC was apprised that an experienced person, who retired as SE of Kerala PWD, was appointed as Superintending Engineer at NITC in July 2014. He was looking after the major construction works like two Mega Hostels for Boys, completion of Library building, work of which was stopped for a long time due to litigation, following up with the Kerala PWD for getting additional water for the institute and also getting the sanction for the proposed subway between the two sections of the campus, was looking after the recently started works for extension of class-room and lecture hall complexes, and other significant works. His three year term ended on 31<sup>st</sup> July 2017. FC was also apprised that the institute is going for recruitment of permanent Superintending Engineer as per new recruitment rules shortly and will complete the process as early as possible. However, to oversee the major civil works that are now ongoing in the campus and also to take care of the litigations related to construction projects, the services of an experienced person like the one, who was working till July 2017, is very much needed for the institute.</p> <p>Considering all the above, FC decided the following: i) the institute should recruit permanent Superintending Engineer following recruitment rules and other statutory provisions at the earliest and ii) the services of the person who was working as Superintending Engineer on contract basis till July 31, 2017, may be utilized giving a short break from 1<sup>st</sup> August 2017 for one year or till joining of the permanent Superintending Engineer, whichever is earlier, with a consolidated monthly remuneration of Rs. 60,000/-, which is the same as the last drawn remuneration.</p>

	FC recommended the above decisions to BoG for approval.
<b>Subject FC.39.11</b>	<b>Consideration of the implementation of TEQIP Phase-III</b>
<b>Decision</b>	<p>FC was apprised that the third phase of the TEQIP scheme has been started in 2017. Based on the proposal submitted by NIT Calicut, institute has been selected for funding under TEQIP Phase III (TEQIP-III). FC was also apprised of the following: One mandatory component in TEQIP-III is twinning arrangements with a selected institution under TEQIP III Sub Component 1.1. The institution allotted for NIT Calicut is Government Engineering College Bharatpur, Rajasthan. Necessary formalities of signing MoU with MHRD and signing the Twinning Agreement with partner institution namely Government Engineering College Bharatpur have been completed. Similar to TEQIP Phases I and II, it is required to make institutional arrangements for the procurement, faculty development, institutional reforms etc, along with the twinning activities. The procurement is to be done as per the IRDA/IBRD Guidelines as approved by Government of India. TEQIP-III provides for setting up the TEQIP Project Implementation Unit for coordination of the activities under the scheme. The total outlay of TEQIP-III is Rs.7.00 Crores under Sub Component 1.3 of TEQIP-III and the duration is up to March 2020.</p> <p>Considering the continuation of the successful participation of NIT Calicut in the TEQIP program, FC decided the following:</p> <ol style="list-style-type: none"> <li>i) Permission is given to implement TEQIP-III at NIT Calicut as per the MHRD Guidelines including the twinning activities.</li> <li>ii) Since, the programme is to be completed in a time-bound manner, a TEQIP Project Implementation Unit will be formed with suitably qualified and experienced personnel. Director is authorized to take appropriate actions for the formation of the PIU by engaging personnel on contract/adhoc basis for the successful implementation of the project.</li> <li>iii) Expenditure towards the remuneration of the personnel engaged for TEQIP PIU should be kept within the budget of 10% of the total outlay available for the incremental operating cost of TEQIP-III.</li> <li>iv) Director is authorized to implement the different components of TEQIP-III by appointing faculty coordinators and carry forward the activities as per the Government guidelines and objectives.</li> </ol> <p>FC recommended the above decisions to BoG for approval.</p>

<b>Subject</b> <b>FC.39.12</b>	<b>Consideration of the completion of TEQIP Phase-II</b>
<b>Decision</b>	<p>FC was apprised that the second phase of TEQIP scheme has been started in April 2013 and is being closed by August 2017. As per the norms of the TEQIP-II, NITC has undertaken various institutional development activities like procurement of equipments for new PG programmes and strengthening existing programme, faculty development, institutional reforms etc. The total sanctioned outlay was Rs.12.5 Crores.</p> <p>FC was also apprised that out of the sanctioned Rs.12.5 Crores, Rs.11.25 Crores has been released so far. Since the institute was instructed that all the TEQIP-II procurements had to be completed by 31<sup>st</sup> March 2017, Institute has carried out all procurements and other activities within the stipulated budget of Rs.12.50 Crores. The interest earned on Savings Bank Deposits of TEQIP-II funds were also utilized. It is found that an amount of roughly Rs.85.00 Lakhs would be needed to complete the payments under TEQIP-II over and above the interest earned. This is because of the delay in getting the last installment of Rs.1.25 Crores of TEQIP-II sanctioned grant.</p> <p>Considering all the above, FC decided to sanction Rs.85.00 Lakhs from Institute's budget to TEQIP-II, which can be repaid and settled, once the last installment of TEQIP-II grant is released. FC recommended the above decision to BoG for approval.</p>

The meeting concluded at 01.00 pm with vote of thanks to the Chair.