

NATIONAL INSTITUTE OF TECHNOLOGY SILCHAR

**Minutes of the Thirteenth Meeting of the Finance Committee held on
15th June 2009 at 2:00 PM at Silchar**

Thirteenth meeting of the Finance Committee of the Institute was held on 15th June 2009 at Silchar. Following members were present-

1. Prof. Gautam Barua, Chairman, Board of Governors
2. Prof. P.K. Bose, Director
3. Dr. (Mrs.) Basana Choudhury, Asst Prof & Head, Physics, NIT Silchar
4. Prof. Fazal A. Talukdar, Registrar & Secretary

Following agenda items were taken up for consideration-

FC-13/09/1: To confirm the Minutes of the last meeting of the Committee

Minutes of the Twelfth Meeting of the Finance Committee held on 1st June 2008 at Silchar were confirmed.

FC-13/09/2: To receive a note on the action taken and progress made on the Minutes of the last meeting of the Committee

Committee was apprised about the actions taken on the resolutions of its last meeting. Committee took a note of the same.

FC-13/09/3: To consider and approve the carry over of the unspent Plan and Non-Plan Fund from FY 2008-09 to FY 2009-10

Committee examined the position of unspent funds against Plan and Non-Plan as on 1st April 2009 and decided to recommend to the Board of Governors for approval of carry over of Rs. 740.44 lakhs against Plan (OSC- Non-Recurring), Rs. 30.01 lakhs against Plan (OSC- Recurring) and 359.76 lakhs against Non-Plan from FY 2008-09 to FY 2009-10.

FC-13/09/4: To consider and recommend PLAN and NON-PLAN budget for FY 2009-10

Committee examined the Plan and Non-Plan budgets for FY 2009-10 and Chairman suggested certain modifications for easy classification. Committee adopted modified Plan (including Plan- OSC, Recurring and Non-Recurring) and Non-Plan Budget for 2009-10 and decided to recommend it to the Board of Governors for approval. Modified budget is enclosed in **Appendix-I**.

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FC-13/09/5: To consider and approve the Annual Accounts for the financial year 2008-09

Committee examined and the adopted the Annual Accounts for the financial year 2008-09 with necessary corrections suggested to be made and recommended it to the Board for approval.

FC-13/09/6: To take a note on the grant of DA to the employees of the Institute

Committee noted the release of DA to the employees of the Institute.

FC-13/09/7: To consider revising the honorarium to certain non-teaching employees performing additional duties and responsibilities

Committee examined the agenda item and after careful consideration resolved as follows--

- (i) Honorarium for supervision of Institute vehicles and round the clock electrical maintenance be raised to Rs. 300.00 pm from the existing Rs. 150.00 pm.
- (ii) Allowances to Security Supervisors be withdrawn forthwith as the job requirement of the supervisors does not warrant any extra remuneration.
- (iii) Special pay of 10% to Pharmacist be withdrawn forthwith.

Committee recommended the above to Board of Governors for approval.

FC-13/09/8: To consider revising the allowances of hostel wardens

Committee examined the agenda note placed before it and after careful consideration, resolved to enhance the Warden's allowance to Rs. 1000.00 pm. Committee further felt the need to have Assistant Wardens in large capacity hostels and resolved that the Assistant Warden's Allowance be Rs. 750.00 pm. Committee recommended the revised rate of allowances to the Board for approval.

FC-13/09/9: To consider granting telephone reimbursement to faculty being engaged in the developmental activities

Committee considered the matter and felt the need to grant some incentive to faculty who are involved in works related activities of the Institute. After threadbare discussion,



Committee recommended a monthly telephone reimbursement of Rs. 500.00 pm to such faculty members. Such expenditure may be booked to the work-charged contingency of the projects. Committee recommended it to the Board for approval.

.FC-13/09/10: To consider revising the budget for procuring furniture for the new ECE/CSE building

Committee examined the agenda item as put up before it and resolved to recommend it to the Board for procurement of furniture for the ECE/CSE building at a revised cost of Rs. 250.00 lakhs.

FC-13/09/11: To consider and recommend procurement of furniture and other accessories for new Hostel No-7

Committee recommended the procurement of furniture and other cooking accessories for Hostel no-7 at an estimated cost of Rs. 60.00 lakhs. Committee further noted that the Director is competent to approve the procurement of furniture to any amount subject to the budget provision.


FC-13/09/12: Any other item with the permission of the Chair

One of the members raised the issue of reimbursement of mobile telephone bills against pre-paid category. Committee noted that the GFR does not allow such reimbursement. However, considering the convenience, the Committee felt that reimbursement for pre-paid mobile connection could not be termed as advance in true sense and resolved that reimbursement be allowed in such cases.

Meeting ended with a vote of thanks to the Chair.



Prof. Gautam Barua
Chairman, Finance Committee



Prof. Fazal A. Talukdar
Registrar & Secretary, Finance Committee