



National Institute of Technology Rourkela – 769 008 (Orissa)

Minutes of the 6th Meeting of Finance Committee, NIT Rourkela held in the Hotel Hyatt Regency, New Delhi on 25.05.2005 (Wednesday) at 10.00 A.M.

Dr. B Panda, Chairman, Board of Governors and Finance Committee chaired the meeting. The following members attended the meeting.

Members Present:

1. Dr. Bansidhar Panda -- Chairman
Chairman & Managing Director,
IMFA Group of Industries,
IMFA Building, Bomikhal
Rasulgarh, Bhubaneswar – 751010
(Chairman BOG and FC
NIT Rourkela)
2. Dr. G.L. Jambhulkar -- Member
Dy. Educational Adviser, MHRD,
Department of Secondary &
Higher Education
Shastri Bhawan, New Delhi-110 001.
3. Mr. B.K. Ray -- Nominee of FA (MHRD)
Desk Officer (Finance)
MHRD, Govt. of India,
(Dept. of secondary & higher education),
Shastri Bhwan, New Delhi – 110 001.
4. Prof. P.K.J. Mohapatra -- Member
Professor,
Industrial Engg. & Management
IIT Kharagpur-721302 (W.B)
5. Prof. B.K. Rath -- Member
Director, NIT Rourkela
6. Prof. G. Panda -- Member
Professor & Dean (Admn), E&I
NIT Rourkela
7. Mr. S.K. Upadhyay -- Member & Secretary
Registrar & Secretary FC,
NIT Rourkela

Members Absent:

1. Mrs. N. Sumati -- Member
Director Finance, MHRD
Department of Secondary &
Higher Education
Shastri Bhawan, New Delhi.

The leave of absence was approved.

F.C- 6 (2005)-1 : Welcome to the members by the Chairman.

The Chairman welcomed all the members.

F.C- 6 (2005)-2 : Confirmation of the minutes of the 5th Meeting held in the Board Room of IMFA Building, Bhubaneswar on 28.01.2005 (Friday). No comments were received from the members.

The minutes of the 5th Finance Committee were confirmed.

F.C-6 (2005)-3 : Discussion on matters arising out of the 5th Meeting of the Finance Committee.

Conversion from CPF to Pension for N.I.T. employees.

There have been the following changes in the last few years

- i) REC (Formerly under Govt. of Orissa and MHRD, Govt. of India) has been converted to NIT Rourkela (under MHRD, Govt. of India w.e.f 26.05.2002)**
- ii) Calculation of pension is based on the actual age of retirement instead of 58 years.**
- iii) Commutation value for pension has been increased from 33% to 40%.**

In view of the above, about 22 employees have applied conversion from CPF to Pension scheme. As per the decision of the last Finance Committee, Director had written to MHRD for consideration. As a one time measure we may approve the above conversion.

In view of the above changes in the last few years, it was decided in principle to allow the conversion from CPF to Pension for the applicants as a on-time measure. However, MHRD clearance should be obtained before implementation.

Annexure – I

F.C-6 (2005)-4: Discussion on Plan and Non-Plan Budget allocation for the financial year 2005 – 2006.

The details of the plan and non-plan budget allocation for the financial year 2005-06 were discussed. It was decided to expedite the construction of the ongoing projects like hostel, new guest house etc. Director pointed out the committed expenditure from the previous year could not be met from the allocated budget of the current year. It was advised that actual expenditure incurred and the further requirement of budget may be submitted to MHRD by 30th September 2005.

F.C-6 (2005)-5 : Enhancement of Overtime allowance for Drivers & Bus Helpers.

The drivers and bus helpers working in vehicle section are required to be on duty round the clock. The present overtime allowance rule which was approved by BOG vide Resolution No.89-95-U1-B-1 dated 5.12.1995 has become old and needs revision.

Sl. No.	Designation	Old Rate (Max. limit per month for working days in Rs.)	Proposed Rate (Max. limit per month for working days in Rs.)
1	Driver	150/-	300/-
2	Helper	100/-	200/-

It was decided that overtime allowance for drivers and bus helpers might be finalized after consultation with MHRD.

F.C-6 (2005)-6 : Book allowance of Rs.1000/- for all faculty per year.

All the faculty members were extended the facility of book allowance of Rs. 1000/- per year and reimbursement of professional membership fees during REC era. We may extend the same facility to all the faculty members.

It was decided to give book allowance of Rs. 1000/- to all faculty members for the year 2005-06. However, it will be reviewed after one year for further extension of the facility.

The reimbursement of professional membership fees will continue as usual according to existing norms.

F.C-6 (2005)-7 : To provide mobile phone facilities to Director, P.S. to Director, All Deans, Registrar, Warden and Professor(Training & Placement).

It is frequently required to contact the above faculty members and officers for administrative and academic matters. Sometimes urgent communication is necessary. This may be approved.

It was decided to reimburse telephone charges to the above personnel w.e.f. 1st June 2005. The limit of telephone allowance for different personnel will be as follows.

Sl. No.	Designation	Limits
1	Director	No limit
2	Dean(Administration), Registrar and Prof. (T & P)	Rs. 750/- (Rupees seven hundred fifty) only per month including official and personal telephone bill for the telephone provided at the residence

3	Dean(PD), Dean (SRICCE), Dean(AA),Dean(SA), Warden, P.S. to Director	Rs. 500/- (Rupees five hundred) only per month including official and personal telephone bill for the telephone provided at the residence
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F.C-6 (2005)-8 :

Any other item with the permission of the Chair.

- (i) **Submission of Audit Certificate and report on the accounts of the NIT, Rourkela for the year 2003-2004 of the Principal Account General (Civil Audit), Orissa, Bhubaneswar.**

The audit certificate and report was distributed to all members of Finance Committee and BOG members for information.

Annexure – II

- (ii) **Appointment of M/s K.D. Lath & Co. as Internal auditor for the financial year 2005-06.**

As per the decision of the 5th Finance Committee Meeting vide Resolution No. F.C.-5(2005)-8 dt. 28.1.205, steps has been taken for the appointment of M/s K.D. Lath & Co., as internal auditor for year 2005-06, which has been approved by Chairman, BOG.

As per the audit report of Principal Accountant General (Civil Audit) Orissa, Bhubaneswar vide item No. 5 internal control, it has been stated that “Engagement of Chartered Accountant for compilation of Statement of Accounts over and above the full sanctioned strength in Accounts Section is contrary to the provisions of Memorandum of Association (MOA)”.

However, the services of the Internal Auditor M/s K.D. Lath & Co. is required for the following reasons:

- i) The on going office automation work requires up to date data**
- ii) Reconciliation of the Accounts**
- iii) Change of accounting procedure**
- iv) Preparation of statement of accounts**
- v) Internal Audit of the Accounts stated above**
- vi) Training of staff members**
- vii) Advising proper financial procedure.**

The appointment of M/s K.D. Lath & Co. as internal auditor for the financial year 2005-06 was confirmed.

The meeting ended with thanks to the Chair.

S. K. Upadhyay
REGISTRAR & SECRETARY
FINANCE COMMITTEE

Dr B. Panda
CHAIRMAN
FINANCE COMMITTEE