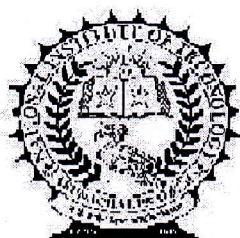


National Institute of Technology, Arunachal Pradesh
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THE MINUTES OF THE 12TH MEETING OF THE FINANCE COMMITTEE OF NATIONAL INSTITUTE OF TECHNOLOGY, ARUNACHAL PRADESH HELD AT THE CONFERENCE ROOM OF THE TRANSIT HOUSE OF NIT, ARUNACHAL PRADESH, ADABARI, GUWAHATI – 781039, ASSAM ON 23RD JUNE, 2017 (FRIDAY) 11:30 AM.

The following members were present in the meeting:

1. Prof. Anil D Sahasrabudhe, Chairperson, BOG, NIT, Arunachal Pradesh & Chairman, AICTE, New Delhi.
2. Prof. S Birendra Singh, Director In-Charge, NIT, Arunachal Pradesh – Ex-Officio Member
3. Dr. Tejum Padu, Director Higher Education, Govt. of Arunachal Pradesh, Itanagar, Arunachal Pradesh
4. Dr. Pinaki Chakraborty, Assistant Professor, NIT, Arunachal Pradesh.
5. Dr. S.K. Metya, Dean In-charge (F&A), NIT-Arunachal Pradesh.
6. Dr. Pratap Kumar Bandhyopadhyay, Station In-Charge, NIT, Arunachal Pradesh
7. Sri Taba Tadhe Goyang, Assistant Registrar (Acad), NIT, Arunachal Pradesh.

Item No: 12.1: Confirmation of Minutes of 11th Meeting of the Finance Committee dated 27th August, 2017 & Action Taken Report

Decision: Minutes of the 11th meeting of Finance Committee were duly approved. No comments have been received so far. Comments from the MHRD regarding Finance Committee meeting and their presence were also accepted. Action taken report were duly noted and approved.

Item No: 12.2: Ratification for Procurement of Books at Central Library.

For E-resource:

Sl. No.	Items of Procurement	Supplier	Amount Spend (Rs.)	Present Status
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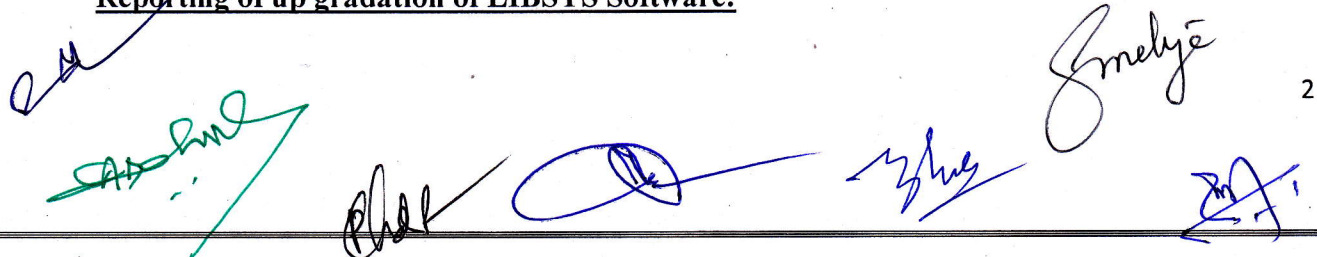
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1.	Science Direct, Elsevier (Renewed for one year)	Allied Publishers Subscription Agency, Kolkata	NIL	Not approved. Rs. 51,73,301/-
2.	IEL Growth Plan, IEEE (Renewed for one year)	Global Information System Technology Pvt (L), Gurgoan	Rs. 31,26,557/-	Subscribed
3.	American Society of Civil Engineering Level-1 (Renewed for one year)	Global Information System Technology Pvt (L), Gurgoan	Rs. 5,09,666/-	Subscribed
4.	American Society of Mechanical Engineering Level-1 (Renewed for one year)	Global Information System Technology Pvt (L), Gurgoan	Rs. 4,02,801/-	Subscribed
5.	SciFinder * (Renewed for one year)	Chemical Abstract Service, Columbus, Ohio	\$ 21,505.00	Approved but payment not release till date.
6.	Nature Online Journal (Subscribed for one year)	Allied Publishers Subscription Agency, Kolkata	Rs. 1,64,882/-	Subscribed
7.	Turnitin	iGroup Infotech India Pvt. Ltd, Noida	Rs. 4,22,993/-	Subscribed

For Books and Printed Journals Procurement:

Sl. No.	Items of Procurement	Supplier	Amount Spend (Rs.)	Present Status
1.	Books Procurement Order No. NIT/AP/AR(Acad)/Procurement of Books/51/2016/1701 dated: 24/02/2017	M. R. Books, Guwahati	Rs. 13,94,692/-	Pending Rs. 5,05,308/-
2.	Books Procurement Order No. NIT/AP/AR(Acad)/Procurement of Books/51/2016/230 dated: 23/05/2017	M. R. Books, Guwahati	NIL	Approval Rs. 6,00,000/- Full Pending
3.	Renewal of Print Journals for 2017	Indian Academy of Science, NISCAIR & IETE	Rs. 28,385/-	Released
4.	Books Procurement on urgent basis for Biotechnology and Chemical Engineering	Today & Tomorrow's Printers and Publishers, New Delhi	Rs. 58,145/-	Released
5.	Books Procurement Order No. F.2/NIT(AP)/2011/V-2/dated: 07.06.2016	M. R. Books, Guwahati	Rs. 14,27,767/-	Released

Reporting of up gradation of LIBSYS Software:



The Central Library of NIT Arunachal Pradesh installed the LIBSYS software in the year of 2012. That time authority permitted to procure only six user license including OPAC (Online Public Access Catalogue) at the rate of Rs. 1,50,000/- only. Now total number of library user is eight hundred plus and total number of library staff eight. Due to limited number of OPAC service and housekeeping users, library is facing lots of problems. In this situation, the Assistant Librarian of NIT-Arunachal Pradesh had conducted with technical staff of LIBSYS Ltd and after negotiation they sent a proposal of Rs. 3,15,750/- only for up-gradation. In addition they sent a specification of server and it is mandatory for above up-gradation of LIBSYS software. For the procurement of server, Rs. 4,50,000/- only is required.

Rs. 4,50,000/- is required for server and RS. 3, 15,750/ for up-gradation of LIBSYS Software.

For New Library Setup at Jote Campus:

Requisition for newly setup Library at Jote is of Rs. 21,42,000/- only and additional two library staffs are required; one is library professional with at least three year-experience from any university or college; one post of Junior Assistant has been approved by the Director I/C on dated 19.05.2017. Recruitment is under process.

Finance Committee may like to ratify & approve the same.

Decision: Noted and approved. With reference to books and others as listed above items are procured as per the negotiated rate and guide line of e-shodh Sindhu.

All books have been procured as per the tender no. NIT/AP/LIB/12/2015/ 1005-1006 dated 10.10.2015 and discount rate is 22% for Indian Publishers and 28.5% for Foreign Publishers.

Libsys version 3 was procured in the year 2012. The procurement was made for 6 user capacity including OPAC @ Rs.1,50,000/-. As the number of students has been increased as well as the library staff, so, due to limited number of OPAC service and housekeeping users, server based version 4 is required. Therefore, an amount of Rs.3,15,750/- is required for upgradation. It is proposed that with the same vendor, the upgradation will be done on proprietary basis. Additionally, a server will be required to run this server version software. So, an additional amount of Rs.4,50,000/- will be required as per proposal received from vendor. So, for procurement of this server, codal formalities will be followed as per GFR.

For new library set up at NIT-Jote campus, the following additional equipments and furnitures will be required as per following list.

Items Required:-

Almirah (KD Plain) – 03.nos.	Rs. 60,000/-
Book Rack (Storage Display storage) – 30.nos.	Rs. 10,50,000/-
Pigeon Hole – 03 nos.	Rs. 75,000/-
Reading Table 6 seater (Linea/Linea Green) - 06 nos.	Rs. 60,000/-

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Study Chair – 40 nos.	Rs. 1,20,000/-
Office Table (01 big size & 2 mid size) – 03 nos.	Rs. 60,000/-
Office Chair – 03 nos.	Rs. 30,000/-
Visitor Chair – 02 nos.	Rs. 16,000/-
New Computer with UPS, Table & LAN Connection – 05 set	Rs. 3,25,000/-
Printer – 01 nos.	Rs. 10,000/-
Scanner – 01 nos.	Rs. 6,000/-
Photocopier (Xerox) Machine with – 01 set (Including voltage stabilizer and Trolley)	Rs. 2,50,000/-
Stationary items like issue register, reading room register A4 paper, pane, pencil etc.	Rs. 20,000/-
Periodical Display Rack – 03 nos	Rs. 60,000/-
	Total Rs. 21,42,000/-

So, an amount of Rs.21,42,000/- is been sought for.

FC has approved the sought amount.

Item No: 12.3: Ratification for Procurement of items for various laboratories of various departments.

Quotations were invited vide tender no. NIT/AP/EE/Hydro-Power/2016/01/783-785 Dated: 20/08/2016, NIT/AP/HOD/CE/software/2015/06/482 NIT/AP/Pur-02/2011/1669 Dated: 17/02/2017, NIT/AP/SA-1/2015-16/438 Dated: 04/07/2016, NIT/AP/SA-1/2015-16/822 Dated 25/08/2016, NIT/AP/Sports Cell/03/2012/41, Date:13/04/2017, NIT/AP/PUR-07/2011/275 dt.17/05/16, NIT/AP/PUR-56/2015-16/688-690 Dt-04/08/2016 for procurement of various laboratory items and Furniture. As per 2-tier tendering process (firm's, technical bids and financial bid), bids were invited separately and examined separately to make the procurement process transparent and squarely fair. The tender papers were examined by the institute level purchase committee with due recommendation followed by vetting.

The copies of advertisement & the vetted recommendations are placed at ANNEX 12.I. based on vetted recommendation of Technical expert Prof. M. Chandrashekran, HoD, ME, NERIST, Prof. Sarsing Gao, EE, NERIST, Purchase committee constituted of as in ANNEX---Director accorded approval and sanctioned for procurement as stated in the table as below:

Status of supply orders of various firms and approx. estimated cost therein is as follows:-

Name of labs	Deptt.	Name of firms	Status of order	Approx. Estimated amount	Remark
Hydro Power Lab	EE	M/s Team Infovision Pvt. Ltd., New Delhi	Order Issued	Rs.1,29,00,000/-	
Software	CE	M/s Intercad System Pvt. Ltd., Karnatka	Material installed	Rs.7,14,987/-	100% payment released

		M/s CSI Engineering Software Pvt. Ltd., New Delhi	Material installed	Rs.4,43,750/-	95% payment released
Cyber roam	Networking	M/s BMG Informatics Pvt. Ltd., Guwahati	Material installed	Rs.6,89,700/-	100% payment released without tax.
On-Line UPS 20 KVA	Networking	M/s DS Systems Pvt. Ltd., Guwahati	Material installed	Rs.7,13,000/-	
Furniture, cooler & Aqua guards	Hostels	M/s Green Valley Enterprise, Naharlagun	Material installed	Rs.12,88,868/-	
Software	E&CE	M/s GigaSoft India, New Delhi	Order Issued	Rs.6,82,500/-	
Cyber roam	Networking	M/s BMG Informatics Pvt. Ltd., Guwahati	Material installed	Rs.6,89,700/-	100% payment released without tax.
Sports equipments	Sport Cell	M/s Sports Collection, Naharlagun	Material installed	Rs.2,58,708/-	90% payment released.
Lab equipments	ME	M/s Niyo Engineers, Pune	Order Issued	Rs.2,79,200/-	
		M/s.Creative Lab, Ambala Cantt.	Order Issued	Rs.2,90,000/-	
UPS Battery	Networking	M/s DS System Pvt. Ltd., Guwahati	Material installed	Rs.2,69,100/-	95% payment released without tax.

Tender under process:

1. NIT/AP/HoD/(BSH)/PHY/2012/01/299 Dated:06/06/2017 for Basic & Applied Science department.
2. NIT/AP/SA-1/2015-16/247-248 Dated 26/05/2017 for Hostel furniture.
3. NIT/AP/PUR-71/2017-18 Dated for Mechanical Engg. Laboratory equipments.
4. NIT/AP/HOD/CE/EQUIPEMTS/2017/01 Dated for Civil Engg. Laboratory equipments.
5. NIT/AP/ECE/M.Tech Lab/2016/294-295 Dated 05/06/2017 for E&CE lab equipments.
6. NIT/AP/ECE/M.Tech Lab/2016/297 Dated 06/06/2017 for E&CE lab equipments
7. NIT/AP/HOD/CE/Faculty/01/298 Dated 06/06/17 for Civil Engg. Department.

1. Regarding Rate Contract for supply of furniture (Branded and reputed company)

For the supply of furniture for the Institute Rate contract may be signed with reputed furniture manufacturer & suppliers. Rate contract can be done with DGS&D registered supplier for rate contract or with reputed manufacturing company after following codal formalities. Such rate contracts have been signed by different Universities/Institutes on North-East (ANNEX 12.I).

2. Regarding physical presence of members, Purchase Committee at the time of opening of tenders.

All the members of Central Purchase Committee must be present at the time of opening of tenders; if the attendance is less than 90% then the tender evaluation will be delayed by 15 days.

Finance Committee may like to approve it accordingly.

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Decision: Noted. E-procurement may be done through Govt. e-marketing site (GEM) for those items which are listed. Negotiation may be made, if possible.

Duly ratified and approved, as codal formalities are to be followed in strict compliance for procurement.

Item No: 12.4: Reporting of status of different ongoing works at permanent site, Jote and approval of the fund released to construction agencies.

Name of the Project	Executing Agency	Total cost of the project	Total fund Released (in lakh)	Requirement of fund	Status of work (% of completion)
Construction of Director Bunglow, Admin Building & Academic Building(Civil & Mechanical)	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 5246.98 lakh	Rs. 3353.61 lakh	Rs. 1893.37 lakh	76%
Construction of 2 Nos.Academic Building (Chemical & Bio-Chemical)	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 3480.69 lakh	Rs. 2098.57 lakh	Rs. 1382.12 lakh	75%
Construction of Hostel Building	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 3936.32 lakh	Rs. 887.26 lakh	Rs. 3049.06 lakh	67%
Construction of Academic Block (CSE + ECE)	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 6229.01 lakh	Rs. 1027.78 lakh	Rs. 5201.23 lakh	10%
Construction of Retaining wall, Road work & Misc. Work	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 2017.87 lakh	Rs. 929.26 lakh	Rs. 1088.61 lakh	90%
Construction of UG Hostel for Girls and Type-IV(B) Qtr. for PEB Structure	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 6540.00 lakh	Rs. 3441.52 lakh	Rs. 3098.48 lakh	62%
Construction of Steel Bridge	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 140.00 Lakh	Rs. 87.89 lakh	Rs. 52.11 lakh	100%
Construction of RCC Slab over Temporary steel Bridge	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 18.57 Lakh	NIL	Rs. 18.57 lakh	100%
Construction of RCC U Shaped Drain cum	Hindustan Prefab Limited, A Govt.	Rs. 128.27	NIL	Rs. 128.27	100%

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Retaining wall for Hill Bottom of Administrative Building at NIT, Jote	of India Enterprise	Lakh		lakh	
Providing & Installation of Passenger Elevator (5 Nos. for 16 Passenger & 1 Nos. for 8 Passengers) including Civil & Electrical works for Civil, Mechanical, Biotech, chemical and Administrative Block	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 270.33 lakh	Rs. 54.06 lakh	Rs. 216.27 lakh	16%
Construction of Boundary Wall	Central Public Work, Kimin Central Division, Govt. of India	Rs. 1913.24 lakh	Rs. 1554.51 lakh	Rs. 358.73 lakh	92%
Construction of Central Library	Central Public Work, Kimin Central Division, Govt. of India	Rs. 7471.00 lakh	Rs. 1867.75 lakh	Rs. 5603.25 lakh	23%
Construction of Hostel Building (Boy's and Girl's)	Public Work Deptt. Doimukh Division, Govt. of A.P.	Rs. 7899.26 lakh	Rs. 2858.56 lakh	Rs. 5040.70 lakh	75%
Construction of Approach road at NIT, A.P.	Public Work Deptt. Doimukh Division, Govt. of A.P.	Rs. 276.31 lakh	Rs. 276.31 lakh	NIL	100%
Up-gradation of Existing Approach Road, NIT, A.P.	Public Work Deptt. Doimukh Division, Govt. of A.P.	Rs. 322.67 lakh	Rs. 290.16 lakh	NIL	100%
Construction of Feeder Road, Internal Road & Main Road	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 3866.28 lakh	Rs. 2140.48 lakh	Rs. 1725.80 lakh	80%
Construction of Retaining wall in between Bridge & Entry point	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 408.28 lakh	Rs. 408.28 lakh	NIL	100%
Construction of Type-II Qtr.	Rural Work Deptt.	Rs.	Rs. 551.00	Rs.	70%

	Papum Poma Division, Yupia, Govt. of A.P.	1604.00 lakh	lakh	1053.00 lakh	
Construction of Entrance Gate	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 205.60 lakh	Rs. 51.40 lakh	Rs. 154.20 lakh	50%
Construction of 5 Bedded Medical Unit	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 868.47 Lakh	Rs. 217.11 lakh	Rs. 651.36 lakh	65%
Construction of Retaining wall (120 m)	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 242.56 Lakh	Rs. 145.54 lakh	Rs. 97.02 lakh	90%
Construction of Storm Water Drain along the outer side of compound wall of NIT, Jote	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 327.82 Lakh	Rs. 81.95 lakh	Rs. 245.87 lakh	90%
Anti-Erosion Protection work at Front and Back side of Boys Hostel at NIT, A.P	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 929.34 Lakh	Rs. 185.86 lakh	Rs. 743.48 lakh	55%
Repairing of Feeder Road, Internal Road & Main Road	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 85.00 Lakh	Rs. 50.00 lakh	Rs. 35.00 lakh	100%
Construction of Temporary road at NIT, Jote	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 34.02 Lakh	Rs. 34.02 lakh	NIL	100%
Construction of Shopping Complex	Water Resource Deptt., Govt. of A.P.	Rs. 776.00 Lakh	Rs. 539.50 lakh	Rs. 236.50 lakh	80%
Construction of Retaining wall to save Bridge	Water Resource Deptt., Govt. of A.P.	Rs. 513.36 Lakh	Rs. 513.36 lakh	NIL	100%
Construction of Central Workshop	Water Resource Deptt., Govt. of A.P.	Rs. 511.24 Lakh	Rs. 223.66 lakh	Rs. 287.58 lakh	50%

Construction of MIBT Type-1 Qtr. at NIT, A.P.	Water Resource Deptt., Govt. of A.P.	Rs. 127.36 Lakh	Rs. 127.36 lakh	NIL	100%
Additional earth cutting for land at upper and lower ridge of NIT, Quarter area at NIT, A.P. Jote	Water Resource Deptt., Govt. of A.P.	Rs. 115.55 Lakh	Rs. 25.00 lakh	Rs. 90.55 lakh	100%
Providing Power Supply at NIT, A.P.	Power Deptt. Govt. of A.P.	Rs. 112.45 Lakh	Rs. 112.45 lakh	NIL	100%
Providing water supply at NIT, A.P. Jote	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 870.92 lakh	Rs. 791.60 lakh	Rs. 79.32 lakh	95%
Construction of Type-IV (A) Quarter	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 2586.00 lakh	Rs. 1481.38 lakh	Rs. 1104.62 lakh	85%
Construction of Approach road Water Treatment Plant	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 121.00 Lakh	Rs. 88.33 lakh	Rs. 32.67 lakh	98%
Construction of VIP & Faculty Guest House	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 1451.40 lakh	Rs. 562.85 lakh	Rs. 888.55 lakh	60%
Construction of Compound wall around WTP	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 34.29 Lakh	Rs. 25.72 lakh	Rs. 8.57 lakh	100%
Construction of Football Ground	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 1182.46/- lakh	Rs. 286.49 lakh	Rs. 895.97 lakh	60%
Relocation of water supply line at Jumi Village	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 68.82 Lakh	Rs. 48.17 lakh	Rs. 20.65 lakh	98%
Construction of Water Testing Laboratory for Water Treatment Plant at NIT, Jote.	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 9.18 Lakh	Rs. 3.67 lakh	Rs. 5.51 lakh	98%
Construction of 2 Lakh Litres capacity water tank at NIT, Jote	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 29.42 Lakh	Rs. 11.77 lakh	Rs. 17.65 lakh	98%

24	Mrs. Takam Junali	9325	9298
25	Dilip Rana	4640	4640
26	Mrs. Baken Nyodu	3730	0
27	Ms. Teli Yani	4640	4640
28	Mrs. Momi Das	9289	9307
29	Shibo Chetry	9289	9298
30	Raja Ghosh	4640	4640
31	Mrs. Gambom Ngomdir	4640	4640
32	M. B. Modak	2784	0
33	Riju Sharma	4640	4640
34	Tanmoy Ghosh	4640	4640
35	Pinku Sarmah	4640	4640
36	Shina Camdir Tok	928	0
37	Karling Yangfo	2784	4640
38	Taba Eta	928	0
39	Taba Changring	1856	0
40	Gollo Sera	928	0
41	Neelam Tekhi	928	0
42	Mrs. Tana Yako	4640	4640
43	Miss Nabam Yape	4640	4640
44	Naban Nanu	928	0
45	S. S. Miji	928	0
46	Sujit Das	4640	4640
47	Pradip Roy	1856	0
48	Dr. P. Kr. Bandyopadhyay	14848	18560
49	Mrs. Radha Pandey	2784	4640
Total		505841	409820

Since from Aug. 2016 to May 2017 a total of **Rs. 9,15,661/-** was collected from Institute employees.

Due to non-providing of accommodation to the employees, Institute has arranged transport facilities for to and fro journey to office for duty. All categories of employees, those who are staying at Nirjuli, Naharlagun and Itanagar are availing this facilities. Such employees were getting transport allowance along with their salary; but on the other hand category wise transport charges are being deducted from the salary @ 400/-, 200/- per month. Now audit raised objection on the payment of transport allowance on the plea that Institute is incurring huge amount being the payment of rent of the hired vehicles and monthly recovery to this effect as being done is very negligible, so payment of transport allowance to those employees are not justified as the involvement of such allowance are much more than the recovered amount. Hence they (Audit) advised to stop this payment and since then TA to these employees are not given.

Now employees of the Institute raised their grievances, when Institute are not paying transport allowance, hence any extra amount should not be charged for providing any vehicle required for medical check-up or any kind of emergency purpose. Institute may consider this issue as welfare

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of employees when public transport facilities, particularly at night, are not available in this remote region.

Finance Committee may like to consider the issue and record it accordingly.

Decision: Noted.

Item No: 12.6: Reporting & According approval of revision rate of Dearness Allowance to the Central Govt. Employees.

A communication from Smt. Nirmala Dev, Deputy Secretary to the Government of India, vide no.: 1/3/2008-E.II (B) dated 9th November 2016 regarding revision rate of Dearness Allowance from 125% to 132% to Central Government employees is placed at ANNEX-12.II.

Finance Committee may like to consider & approve the same.

Decision: Noted & approved.

Item No: 12.7: According approval of revision rate of Dearness Allowance to the Central Govt. Employees.

A communication from Smt. Nirmala Dev, Deputy Secretary to the Government of India, vide no.: 1/3/2008-E.II (B) dated 7th April 2017 regarding revision rate of Dearness Allowance from 132% to 136% to Central Government employees is placed at ANNEX-12.III.

Finance Committee may like to consider & approve the same.

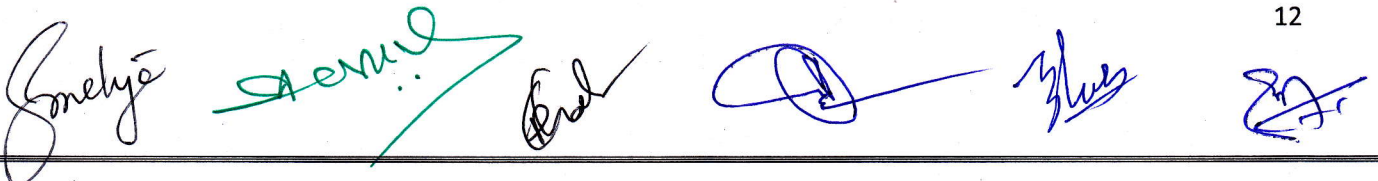
Decision: Approved. As & when Central Govt. announces increase in DA that must be implemented accordingly.

Item No: 12.8: Reporting of engagement of additional contingent staff under Institute & hike of wages.

In a meeting of Director with Deans / HoDs/Registrar In-Charge / Assistant Registrar (Acad) / Hostel Provost and Accountant held on 29/07/2016 on 1:00 PM in the Office Chamber of Director under Item No: VI it was resolved that three security persons namely Sri Langda Talo, Sri Monuj Kalita & Sri Ranjit Dom may be engaged on **contingent basis (Daily Rate Majdoors) under Institute with an amount of Rs. 8280/- per month w.e.f. 01/09/2016**. The proposal was made in view of security lapse that invited physical threat to a teacher as reported in previous BoG is placed at ANNEX-12.IV.

The following Daily Rate Majdoors were proposed to be engaged at NIT-Transit House, Guwahati & Institute Canteen on contingent basis under Institute with an amount of Rs. 7080/- per month w.e.f. 01/09/2016.

1. Sri Chandan Kumar Rai, NIT Transit House



2. Sri Chiranjit Mondal, NIT Transit House
3. Sri Ranajit Dom, NIT Transit House
4. Sri Utpal Kalita, Institute Canteen

Two following contingent staff Daily Rate Majdoors wages with higher allowance for additional/extra work done by them may be considered:

1. Sri George Mathai: Rs. 13,000/- per month for his overnight duty as Liaison Officer, for 7*24hrs at Guwahati Airport and NIT Transit House, Guwahati (Outside Office).
2. Mrs. Rekha Dom: Rs. 10,000/- per month for her overnight duty as Cook Person, for 7*24hrs at duty at Director's Bungalow. **(Left the Institute)**

Finance Committee may like to note & ratify the same on conditions that

[i] Daily Rate Majdoors shall have minimum One Day Break (without pay) each after of 179days continuous work,

[ii] They must never claim any regular job on the basis of their working in the Institute as daily rate majdoors. Their regular service will be subject to selection through open advertisement / recruitment.

Decision: Noted. Appointment may be made under regular post as & when Ministry sanctions post. A letter may be sent to the Ministry for hike of contractual workers salary and contract agreement may be signed while appointing contractual staff through third party.

Item No: 12.9 : Engagement of additional caretaker for Deer Hall of Residence.

An application is received from Dean-In-Charge (Students Affairs) duly endorsed by Assistant Registrar (Academic) and Hostel Provost related to engagement of additional caretaker for Deer Hall of Residence is placed at ANNEX-12.V. Total capacity of the said hostel is 200+.

Finance Committee may like to consider & approve the same.

Decision: Noted.

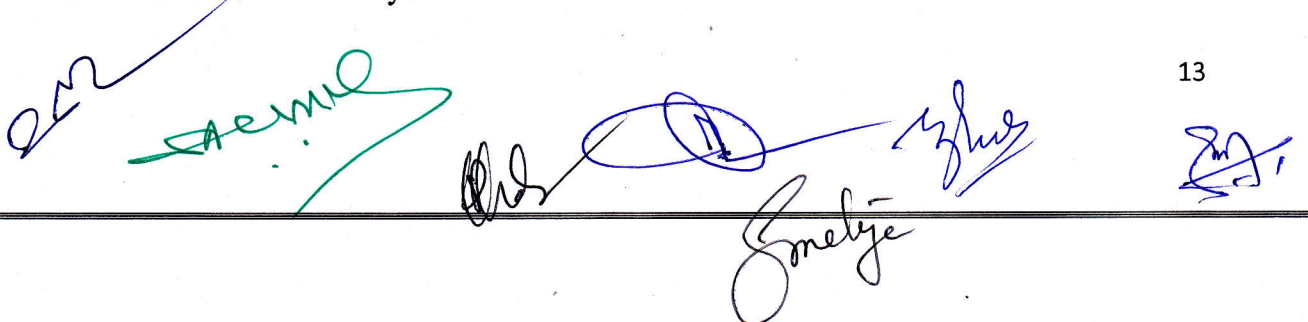
Item No: 12.10 : Revision of HRA for those faculties/staffs who are residing in hostels/quarters.

An application is received from Dean-In-Charge (Students Affairs) duly endorsed by Assistant Registrar (Academic) and members of HMC related to revision of HRA for those faculties/staffs who are residing in hostels/quarters is placed at ANNEX-12.VI.

Presently full HRA as per their entitlement is deducted for staying in the hostels or quarters having lesser space/cramped space.

Finance Committee may like to consider & approve the same.

Decision: Noted. Not allowed by Finance Committee.



Item No: 12.11 : Revision of remuneration for members of Hostel Management Committee (HMC).

An application is received from Dean-In-Charge (Students Affairs) duly endorsed by Assistant Registrar (Academic) and members of HMC related to revision of remuneration for hostel warden, caretakers and others is placed at ANNEX-12.VII.

Finance Committee may like to consider & approve the same.

Decision: Noted & approved. Rs.300/- for caretakers in hostels is approved on reimbursement basis.

Item No: 12.12 : Implementation of Cumulative Professional Development Allowance (CPDA) Scheme.

In 17th BOG the CPDA scheme for faculty members with more than one year of service with proper completion of probation period was approved.

Finance Committee may like to consider & approve the same.

Decision: Noted. As per comments received from Ministry, the Institute will wait for further instruction from MHRD which will be issued related to CPDA implementation as per the decision in the meeting of the NITSER Council held on 26.05.2017.

Item No: 12.13 : Reporting of extension of service of Prof. P. D. Kashyap as Guest Faculty.

In 17th BOG the service of Prof. P. D. Kashyap as guest faculty for six months from January 2017 to June 2017 was extended as per office order no NIT/AP/PF/2011/1/1694 dated 24.02.2016 is placed at ANNEX-12.VIII.

Finance Committee may like to consider & approve the same.

Decision: Approved.

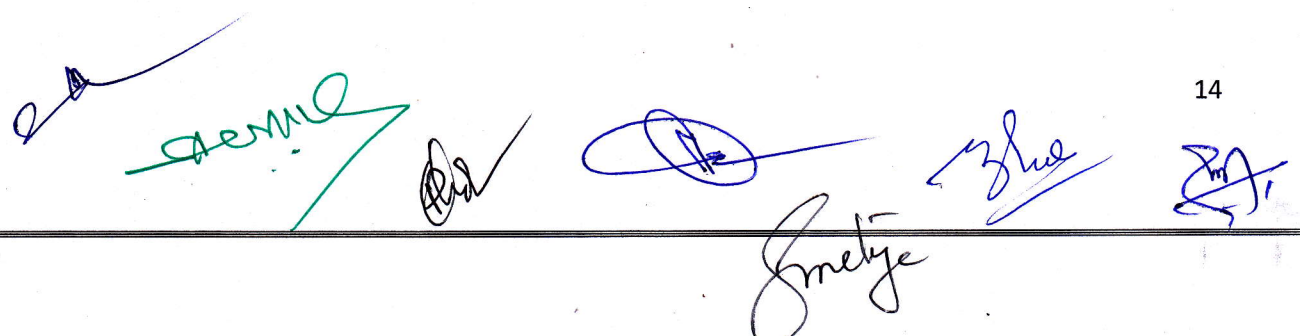
Item No: 12.14 : Reporting of extension of contract service of Shri S. P. Kar, Accountant.

In 17th BOG contract service of Shri. S. P. Kar from 01/04/2017 to 30/09/2017 was extended as per office order no NIT/AP/PF-Staff/2011/01/1822 dated 29.03.2017 is placed at ANNEX-12.IX.

Finance Committee may like to consider & approve the same.

Decision: Approved with an additional increment of Rs.5,000/- with existing pay.

Item No: 12.15 : Reporting of Contractual and guest Faculty Members.



In 17th BOG, engagement of contractual and guest faculty members was approved for the session January 2017 to May 2017.

Finance Committee may like to consider & approve the same.

Decision: Approved.

Item No: 12.16 : Leave Travel Concession (LTC).

As per minutes of 1st BOG and subsequent office order no NIT/AP/Estt-08/2011-12/VOL-II/1490 dated 30.01.2015 LTC may be granted to the employees on completion of 1 (one) year service is placed at ANNEX-12.X.

Finance Committee may like to consider & approve the same.

Decision: Noted. To be placed before next BoG meeting. A committee may be constituted to submit its recommendation in references to due procedures being followed in this respect in other NITs/IITs.

Item No : 12.17 : Information of budget requirement in FY 17-18.

Budget of financial year 2017 - 2018 was furnished and sent to MHRD which is placed in ANNEX-12.XI: for intimation & approval of Finance Committee.

Decision: Noted & approved.

Item No: 12.18: Seeking approval for balance sheet for the financial year 2016-17.

The balance sheet for the financial year 2016-17 is under process as per guidelines of GOI and the letter obtained in this regard is placed at ANNEX-12.XII.

Finance Committee may like to ratify and approve the same.

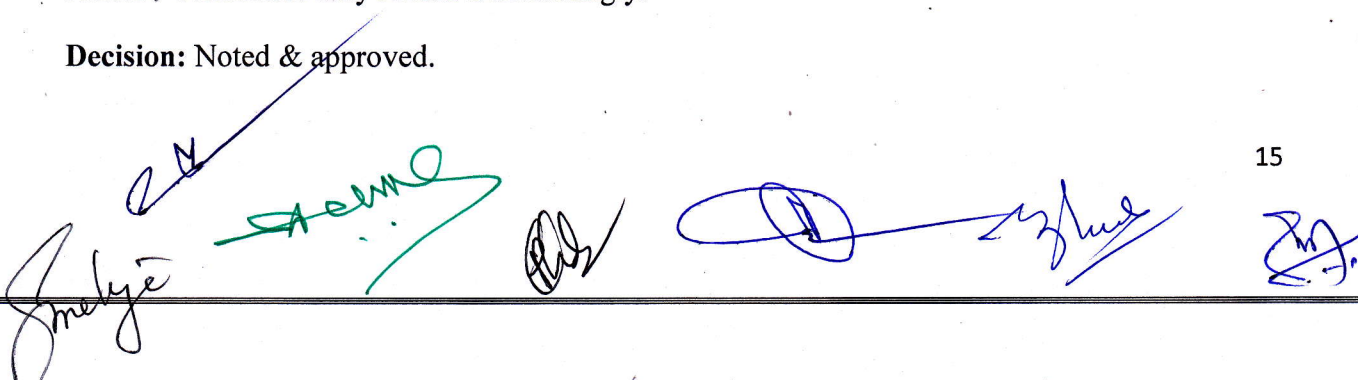
Decision: Noted & approved.

Item No: 12.19: Information of Unspent Balance of FY 16-17 & release of Grant-In-Aid towards 1st Quarter (April – June, 2018).

The Unspent balance of financial year 2016-2017 that was furnished is placed in ANNEX-12.XIII. and release of Grant-In-Aid towards 1st Quarter which was sent to MHRD for intimation to Finance Committee.

Finance Committee may record it accordingly.

Decision: Noted & approved.



Item No: 12.20: Seeking approval for Uni-Study Care Policy for students.

As per discussion in NIT council meeting, Institute took the initiative to provide Insurance facilities to the students. An initiative was taken to provide insurance facilities through United India Insurance Co. Ltd. The respective company placed its proposal which is as follows (ANNEX-12.XIV.):

- (i) Sum insured under Personal Accident cover to named student – Rs. 1.00 lakh
- (ii) Sum insured under Personal Accident cover to financing parents – Rs. 3.00 lakhs
- (iii) (a) Group health insurance policy (mediclaim) with cashless facility for sum insured Rs.50,000/-

Premium payable for the combined cover @ Rs.600/- student excluding applicable GST per year.

Finance Committee may like to consider & approve the same.

Decision: Noted and approved. A meeting with the students will be organized so that they can understand the benefits under this scheme and where to claim.

Item No: 12.21: Seeking approval for formation of Ph.D. Fee Structure.

Currently NIT Arunachal Pradesh is charging Rs. 40,000/- in total for 3 yrs. from Ph.D. students as registration fees. And beyond three years it is 15,000/- per year. Also Rs. 20,000/- is being charged for thesis evaluation per students. So it is requested to form a Ph.D. Fee structure as per other NITs of North East which is placed at ANNEX-12.XV.

Finance Committee may like to consider & approve the same.

Decision: Approved for full time. A committee may be constituted to formulate the fee structure of part-time Ph.D students. This is applicable from new session (July-Dec) 2017.

Item No: 12.22: Increase in Caution money for UG and PG students.

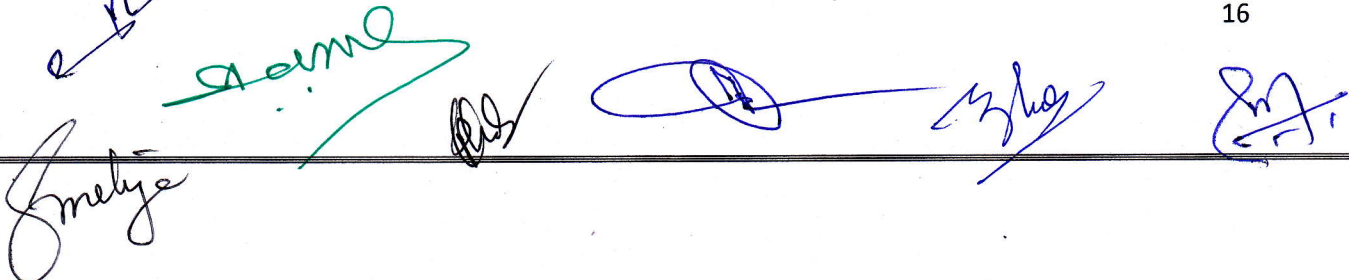
Currently NIT Arunachal Pradesh is charging Rs. 1,000/- as caution money from session 2016 – 17 onwards. It is requested that an amount of Rs. 5,000/- (Institute) and Rs. 5,000/- (Hostel) be charged from session 2017–18 onwards.

Finance Committee may like to consider & approve the same.

Decision: Approved.

Item No: 12.23: Reporting regarding refund of fees due to withdrawal from the courses.

As per direction from previous FC meeting a committee was constituted regarding refund of fees due to withdrawal from the courses. Recommendations in references to above with due procedures being followed in this respect in other NITs / IITs is placed at ANNEX-12.XVI.



Finance Committee may like to consider & approve the same.

Decision: Approved. Deduction may be done based on the final clearance certificate.

Item No: 12.24: Opening of Current Account in ICICI Bank Itanagar for remittance of foreign currency.

Currently it is very difficult to remit foreign currency to Ph.D. Thesis evaluator or E-Journal subscription as there is no option of paying directly through our SBI Bank at Nirjuli or through SBI main office at Itanagar. In case of emergency we have to send a person to SBI Pan Bazar, Guwahati to remit foreign currency. So it is being proposed that to open a Current Account in ICICI Bank Itanagar for this purpose as they are having these facilities.

Finance Committee may like to consider & approve the same.

Decision: Approved.

Item No: 12.25: Release of Imprest money to hostel warden from Main A/C rather than Mess A/C.

Currently Imprest money of Rupees Five Thousand (Rs. 5000/-) for procurement of fuels of DG set of respective hostel and other hostel maintenance charge on urgent basis to all the hostel wardens is being given from Mess A/C. But the fees that are being collected for hostel related is deposited in Main A/C, only dinning charges are collected in Mess A/C. If it continues, then HMC will face lot of problems in future. Therefore HMC requested to give imprest money to hostel wardens for their respective hostel from the Main Account.

Finance Committee may like to consider & approve the same.

Decision: Approved.

Item No: 12.26: Seeking approval of revised DPR for finalization of revised cost estimate.

The revised DPR of NIT, A.P. which has been checked and vetted by Construction Committee is placed at ANNEX-12.XVII.

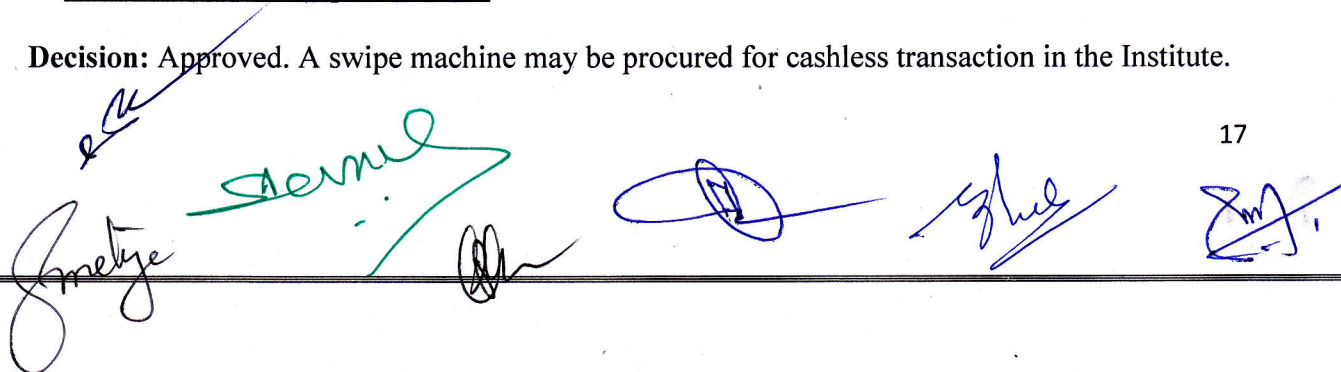
Finance Committee may like to ratify and approve the same.

Decision: Approved.

Item No: 12.27: Misc with the permission of Chair.

A. Procurement of Swipe machine.

Decision: Approved. A swipe machine may be procured for cashless transaction in the Institute.



B. Additional manpower for project.

Decision: Sponsored Research & Development Cell may be introduced with additional manpower may be engaged. The salary may be paid from project fund under the head of Institute over head. Separate bank account may be opened for few cases if it is strictly written in sanction order of the sanctioned project.

C. Additional leave for GATE students under medical exigencies.

Decision: Additional 15 (Fifteen) days medical leave per year for M.Tech and Ph.D students may be permitted with proper endorsement from Govt. hospitals.

D. Comments from MHRD regarding Finance Committee meeting and their presence is accepted.

***** The meeting ended with a vote of thanks to the chair *****

Handwritten signatures and initials in blue and green ink, including a large signature that appears to be "Sonehye" and another that appears to be "Shree".