



**DELHI TECHNOLOGICAL UNIVERSITY**

# **MINUTES**

of the 20<sup>th</sup> meeting of

**Finance Committee, DTU**

**Held on 06.12.2019**

DTU Campus, Shahbad Daulatpur, Bawana Road, Delhi-110042.

# Delhi Technological University

(Estd. by Govt. of NCT of Delhi vide Act 6 of 2009)

(Formerly Delhi College of Engineering)

No.F.5/AC/DTU/FC-20/2019/ 778 - 783

Dated: 09/12/19

20<sup>th</sup> meeting of the Finance Committee, DTU held on 06.12.2019 at 11:00 AM in Room No. 307, 2<sup>nd</sup> Floor, Administrative Block, DTU. The following members were present:

1. Prof. Yogesh Singh, Vice Chancellor, DTU.
2. Prof. S.K. Garg, Pro Vice Chancellor, DTU.
3. Sh. Rajanish Kumar Singh – Jt. Director, Technical Education, DTTE.  
(represented Secretary, DTTE).
4. Sh. Manoj Kumar, Dy. Secretary (Finance), Finance Department, GNCTD  
(represented Principal Secretary (Finance), GNCTD).
5. Prof. Samsher, Controller of Finance/Registrar, DTU.
6. Sh. Ashwani Kumar Kansal, Dy. Director (SB), DTTE.
7. Sh. Ashok Kumar, DCA, DTTE.

Sh. Rajiv Kumar, Principal Secretary (Finance), Dr. G. Narendra Kumar, Principal Secretary, (Training & Technical Education) and Prof. I.K. Bhatt, Vice Chancellor, Manav Rachna University could not attend the meeting due to their pre-occupations.

Sh. D.P. Dwivedi - I.A.S.(Retd.), Consultant (F&P), also attended the meeting as special invitees.

**The minutes of the meeting are as follows:**

**Agenda 20.1 : Opening remarks by the Chairman/Vice Chancellor.**

The Hon'ble Vice Chancellor welcomed all the members of the Finance Committee in its 20<sup>th</sup> meeting held on 06.12.2019 and apprised the members about the forthcoming 6<sup>th</sup> Convocation of the University schedule to be held on 13.12.2019. Hon'ble Lt. Governor Sh. A.K. Bajjal, Hon'ble Chancellor, DTU will preside over the Convocation and distribute the medal and degree to meritorious student. Sh. Vinod Dham, Alumnus will be the Chief Guest of Convocation. In this year convocation degree to 2144 students of B.Tech, M.Tech, MBA, EMBA and Ph. D will be distributed.

The Hon'ble Vice Chancellor invited all the members of the Finance Committee in the Convocation programme to grace the occasion with their presence.



**Agenda 20.2 : Confirmation of the minutes of 19<sup>th</sup> meeting of the Finance Committee held on 19.08.2019.**

It was submitted to the Finance Committee that the minutes of the 19<sup>th</sup> meeting of the Finance Committee, DTU held on 19.08.2019, were circulated among all the members vide forwarding No. F. No.5/AC/ DTU /FC-19/2019/523 dated 30.08.2019. No comments were received from any member of the Finance Committee.

**Decision: The Finance Committee confirmed the minutes of its 19<sup>th</sup> meeting held on 19.08.2019.**

**Agenda 20.3 : Action taken report on the decisions taken in the 19<sup>th</sup> meeting of the Finance Committee held on 19.08.2019.**

The Finance Committee was informed that 6 agenda items were discussed in the last meeting held on 19.08.2019. The details of the agenda, decisions taken thereon and the action taken by the University were given in table form for information of the Hon'ble Members.

**Decision: The Finance Committee took the Action Taken Report on record and suggested to modify the action taken report in respect of agenda no. 19.08 as under:-**

"The decision of FC that a committee may be formed to assess the functional requirement of the Officers of DTU and as per the recommendations of the Committee the proposal may be resubmitted in the next FC meeting was placed before 33<sup>rd</sup> BOM and same has been approved".

**Agenda 20.4 : Approval for providing electronic devices i.e. Desktop/ Laptop/i-Pad/i-Phone/Smartphone etc. to the Ministerial Officers.**

It is submitted that as per the decision of Finance Committee vide Agenda No. 19.08 on meeting dated 19.08.2019, a Committee was constituted vide office order no. DTU/Gen.Admn./ 237/2019-20/298 dated 19.09.2019 to assess the functional requirements of the officers of the University for providing electronic devices like Desktop/Laptop/i-Pad/Smart Phone.

The committee met on 01.10.2019 and deliberated the matter. After deliberations. Copy of duly signed Minutes of Meeting is enclosed. Based on recommendation of Committee, followings are submitted.

Committee assessed the functional requirements of the electronic devices to the following category officers and felt that these devices will facilitate and improve the productivity of the officers. This is more so as this being a technical University and MHRD as well as regulatory authority have been necessitating for e-governance and modern technology so as to bring efficiency and transparency in the system.

1. Registrar
2. Controller of Examinations
3. Controller of Finance
4. Chief Operating Officer
5. Deputy Registrars
6. Executive Engineer
7. Knowledge Network Manager
8. System Manager
9. Assistant Registrar
10. Senior Accounts Officers
11. All similar officers (equivalent in grade pay of AR & above) as decided by the Vice Chancellor from time to time.

Committee is of the considered view that these facilities be extended to the above category officers. The following guidelines may be made applicable for these facilities to be availed by the entitled officers.

1. The entitled officers will be provided the facility of one or more technology devices for communication and office work such as Desktop/Laptop/i-Pad/i-Phone/Smartphone with features of Laptop along with its accessories, spare, repairs, batteries, software/hardware, installation and AMC etc. within a maximum ceiling of Rs. 1.10 lakh once in four years.
2. The purchase will be made by the officer himself for which a maximum advance of 80% of the total cost may be obtained from the University. The officer will afterward seek reimbursement for the complete amount incurred on such purchases.
3. The annual rate of depreciation on these equipments would be as follows:  
Year 1 – 50%  
Year 2 – 25%  
Year 3 – 15%  
Year 4 – 10%

Thus the total prescribed life of such computers/equipment will be of four years.

4. All eligible officers may purchase the desired technology device (s) which they find useful for smooth functioning of the office work. The accessories of these devices may include printer/scanner/multifunctional UPS, Webcam, sound system, storage device, memory card readers, networking equipments etc.
5. The cost of all such purchases should be restricted to a maximum ceiling of Rs. 1.10 lakhs once in four years. In case, cost of such purchase exceeds this prescribed ceiling, the reimbursement shall be restricted to the upper ceiling of Rs. 1.10 lakh.
6. After having made the requisite purchase (either from his own funds or from the advance taken up to 80% of the total cost), the concerned officer will furnish the utilization/undertaking to the DDO of the University stating clearly that the requisite amount has been spent/utilized on account of purchase of technology devices. On receipt of such a utilization/declaration, the DDO will reimburse the amount to the officer concern directly.



7. In case, the officer retires/ repatriated to his/her parent department the officer will surrender the device /deposit the pro-rata cost of the devices as indicated above at Para-3.

**Decision:** The Finance Committee considered and recommended the proposal for approval of BOM with suggestions that:-

1. The entitlement for Ministerial Officers up to the grade pay of Rs. 7600/- and above, will be Rs. 1,10,000/- for purchase of Desktop/Laptop/tablet along with its accessories, spare, repairs, batteries, software/hardware, installation and AMC etc.

2. The entitlement for Ministerial Officers with grade pay of Rs. 5400/- and below Rs. 7600/-, will be Rs. 80,000/- for purchase of Desktop/Laptop/tablet along with its accessories, spare, repairs, batteries, software/hardware, installation and AMC etc.

**Agenda 20.5 : Approval for Construction of SPS Type Four Storied Building at DTU, East Delhi Campus, Vivek Vihar.**

It is submitted that DTU is running another campus in East Delhi, Vivek Vihar. The main building of East Delhi campus is renovated and functioning properly but it has been found that there is a requirement of four storied building for Girls Activity Room, Cafeteria, Sports Activities, Incubation Centre etc. A Preliminary Estimate has been prepared with an estimated cost of Rs. 9,81,65,000/- for Construction of SPS Type Four Storied Building at East Delhi Campus. The SPS structure shall be made of Mild Steel framed structure with glass façade & other materials.

The proposal has been approved by Building and Works Committee in its 13<sup>th</sup> meeting held on 26.11.2019 at DTU main campus.

The Finance Committee may consider the proposal for construction of Four Storied building at DTU East Delhi Campus with an estimated cost of Rs. 9,81,65,000/- and recommend the same for approval of Board of Management.

**Decision:** The Finance Committee considered the agenda and recommended for approval of Board of Management.

**Agenda No. 20.06 : Approval for Construction of SPS type (Three Storied) Gymnasium Hall, at Sports Complex, DTU main campus, Bawana Road.**

It is submitted that there is requirement of a Three Storied Gymnasium Hall at Sports Complex of DTU main Campus for the Student. A request letter for the same has already received from Director, Sports Complex. A Preliminary Estimate has been prepared with an estimated cost of Rs. 5,10,26,000/- for Construction of SPS type (Three Storied) Gymnasium Hall, at Sports Complex, DTU main campus.

The proposal has been approved by Building and Works Committee in its 13<sup>th</sup> meeting held on 26.11.2019 at DTU main campus.



The Finance Committee may consider the proposal for construction of Gymnasium Hall at DTU main Campus with an estimated cost of Rs. 5,10,26,000/- and recommend the same for approval of Board of Management.

**Decision:** The Finance Committee considered the agenda and recommended for approval of Board of Management.

**Agenda No. 20.07:** Approval for Annual Repair & Maintenance of Residential and Non-residential Buildings i.e. administrative block, academic blocks, sports complex, hostels, staff Qtrs. at DTU campus, Bawana road, Delhi during the year 2019-20 and 2020-21. (SH:- Civil, Electrical & Horticulture Works) (Composite Work).

It is submitted that the existing maintenance tender of A/R & M/O was completed on 15.03.2019. As annual running maintenance Civil, Electricals and Horticulture Works in DTU campus is being looked after by the Engineering Cell of DTU since last three years. As per CPWD works manual 2019 Part-III, Maintenance works pertaining to Civil, Electricals and Horticulture are to be carried out through a single agency by inviting composite tenders. The normal works of up-gradation, special repairs, addition and alteration of civil, E&M services and horticulture should also be clubbed in the composite tenders and executed under a single contract. The total area of campus is approx 163.00 Acre and campus requires day to day repair and maintenance of Residential and Non-residential Buildings, landscaping etc. As there is lots of regular complaints related to major and minor Civil, Electricals and Horticulture works which needs to be attended as per requirement. For this annual maintenance work, a Preliminary Estimate has been prepared with an estimated cost of Rs.12,35,52,392/- covering the cost of Civil, Electricals and Horticulture Works.

The proposal has been approved by Building and Works Committee in its 13<sup>th</sup> meeting held on 26.11.2019 at DTU main campus.

**Decision:** The Finance Committee considered the agenda and recommended for approval of Board of Management.

**Matters for Ratification:**

**Agenda No. 20.08:** Revised Budget Estimates for the Financial Year 2019-2020 and Budget Estimates for the Financial Year 2020-2021.

It is submitted that Rs. 29.00 Crore has been allocated as Grant-in-Aid to DTU for the current Financial Year 2019-20 against the BE of Rs. 376.20 Crores (276.20 Cr. GIA + 100 Cr-UGF) approved by the Finance Committee of DTU in its 17<sup>th</sup> meeting held on 01.03.2019.

The RE 2019-20 and BE 2020-21, has already been sent to the Jt. Director, TTE with the approval of Hon'ble Vice-Chancellor/Chairman, Finance Committee, DTU for onward submission to Finance Department, GNCT of Delhi. The detailed figures are given as below:



(Figures are in Lakh of Rs.)

Head	GIA allocated for the FY 19-20	BE 2019-20 approved by FC/ BoM, DTU			RE 2019-20			BE 2020-21		
		GIA	UGF	TOTAL	GIA	UGF	TOTAL	GIA	UGF	TOTAL
General	1100	1410	4200	5610	7680	3120	10800*	1300	4900	6200
Capital	300	23010	0	23010	11800	3200	15000	26600	0	26600
Salary	1500	3200	5800	9000	7320	4680	12000	1700	7100	8800
<b>Total</b>	<b>2900</b>	<b>27620</b>	<b>10000</b>	<b>37620</b>	<b>26800</b>	<b>11000</b>	<b>37800</b>	<b>29600</b>	<b>12000</b>	<b>41600</b>

\* Actual RE 2019-20 in respect of General Head is revised to 10800-3100=7100 Lakhs. (Note given below):

Note - While submitting RE 2019-20 a provision of Rs. 52.81 Crore was made in the General Head towards payment to Delhi Jal Board for providing water and sewage connection to DTU. However on the request of DTU, Delhi Jal Board has reduced their demand from 52.81 Crore to Rs. 15.62 Crore and payment of Rs. 15,62,36,820/- has been made to DJB. Accordingly in RE 2019-20 the provision made in the General Head has been revised to Rs. 71 Crore from 108 Crore and the same was communicated to Finance Department, GNCT of Delhi through administrative department i.e. DTTE, Govt. of NCT of Delhi vide this office letter dated 27.11.2019.

Variation	General	Capital	Salaries
BE 2019-20 and RE 2019-20 *	5190	-8010	3000
RE 2019-20 and BE 2020-21**	-4600	11600	-3200

Note \* RE has been increased in General Head due to making provision of Rs. 52.81 Crore for payment to Delhi Jal Board for providing water and sewage connection to DTU. In the Capital Head RE has been reduced considering the expected expenditure. Provision in the Salary Head has been made for payment of Arrears to teaching staff on account of 7CPC.

Note\*\* BE 2020-21: General Head has been increased by 10% from BE 2019-20. In capital head Rs. 266.00 Crores has been proposed for Construction of building and details of proposed Capital expenditure for the FY 2020-21 is annexed, **Page-73** and Rs. 30 Crores has been provisioned for Machinery Equipment's, Computers Hardware/Software, Library books and journal. In the Salary Head BE reduced due to exclusion of onetime payment of arrears of 7CPC to teaching staff.

As per Section 28(3) (a) of DTU Act, 2009, "Finance Committee to examine and scrutinize the annual budget of the University and to make recommendations on financial matters to the Board of Management".

The Finance Committee is requested to ratify the Revised Budget 2019-20 and Budget Estimate for the Financial Year 2020-21.

**Decision:** The Finance Committee considered and ratified the agenda and recommended for approval of Board of Management.



**Agenda No. 20.09: Sanction of Imprest money to OSD (Recruitment).**

It is submitted that the Finance Committee in its 13<sup>th</sup> meeting dated 21.05.2015 has sanctioned imprest money to Deans, Head of the Departments, Chief Warden, Hostel Office Incharge and Hostel Warden and same has been confirmed by the BOM in its 16<sup>th</sup> meeting held on 27.05.2015.

Now a proposal has been received from OSD (Recruitment) for issue of imprest money of Rs. 20,000/- to meet out the urgent expenses for purchase of stuff/materials from market that are not available in the Store & Purchase Department of the University.

The Hon'ble V.C./Chairman FC, DTU considered the proposal and sanctioned an imprest of Rs. 20,000/- to OSD (Recruitment).

The Finance Committee is requested to ratify the sanction of imprest of Rs. 20,000/- to OSD (Recruitment) and recommend for approval of BOM.

**Decision: The Finance Committee considered and ratified the agenda and recommended for approval of Board of Management.**

**Agenda No. 20.10: Payment of Water & Sewerage Charges to Delhi Jal Board.**

It is submitted that the Finance Committee, DTU in its 19<sup>th</sup> meeting has considered and recommended to BOM, DTU that a payment of Rs. 52.81 Cr to Delhi Jal Board for providing water and sewerage connection to DTU will be made and the amount may be met out from Corpus Fund/ NGF of the University due to urgent nature of payment and subsequently the amount may be incorporated while demanding revised estimates for the FY 2019-20 from Govt. of NCT of Delhi. The BOM in its 33<sup>rd</sup> meeting has approved the recommendation of FC in this regard.

Now, it is submitted that a revised demand letter received from DJB in which they have reduced their demand to Rs. 15,62,36,820/- for providing water and sewerage connection to DTU and accordingly the payment of Rs. 15,62,36,820/- has been made to Delhi Jal Board from DTU Development Fund (NGF) with the approval of Hon'ble Vice Chancellor/ Chairman, FC, DTU and the expenditure has been incorporated in the RE 2019-20 and submitted to the Govt. of NCT of Delhi.

The Finance Committee is requested to ratify the revised payment of Rs. 15,62,36,820/- to Delhi Jal Board for Water and Sewerage connection to DTU and recommend for approval of BOM.

**Decision: The Finance Committee considered and ratified the agenda and recommended for approval of Board of Management.**



## Matters for Information:-

### Agenda No.20.11 :-

#### (A) Status of Audit Paras.

It is submitted that accounts of University is being audited regularly by:-

- Chartered Accountant of the University
- Dte. of Audit, Govt. of NCT of Delhi.
- Comptroller & Auditor General of India.

Since its inception in 2009-10, the Accounts of the DTU has been certified to be satisfactory in all the Audit Reports of CAG from 2009-10 to 2017-18 subject to the observations pointed out in the Inspection Report.

(I) Audit conducted by Comptroller & Auditor General of India (CAG).

S.No.	Year	No. of Paras recorded	No. of paras settled	No. of paras Outstanding
1	2005-2006 (prior to DTU)	01	01	00
2	2009-2011	07	06	01
3	2011-2014	09	05	04
4	2014-2016	06	04	02
5	2016-2017	26	12	14
6	2017-2018	10	01	09
	Total	59	29	30

Till last FC 46 CAG Audit paras were pending. Out of these audit paras 16 paras have been settled vide letter no. 407 dated 28.08.2019 and 457 dated 19.11.2019 (Copies annexed at **Page-92-94**). Remaining outstanding paras as on date are 30 for which reply is under process.

(II) Audit conducted by Directorate of Audit, Govt. of Delhi.

S.No.	Year	No. of Paras recorded	No. of paras settled	No. of paras Outstanding
1	1976-77 to 2008-09 (prior to DTU)	130	89	41
2	2009-10	10	02	08
3	2010-11	10	00	10
4	2011-12	11	03	08
5	2012-15	17	06	11
6	2015-17	28	12	16
7	2017-18	07	00	07
	Total	213	112	101

Audit Department, Govt. of NCT of Delhi has conducted the audit of DTU for period 2018-19, the report is awaited for the period 2018-19. Vide letter no. F.2/LFA/DTU/2019-20/729 dated 19.11.2019 against the 101 pending audit paras up to 2017-18, reply of 87 audit paras have been submitted. Audit team has visited to

verify the reply submitted by DTU. Report of settlement of previous audit paras along with report 2018-19 is awaited.

**(B) Implementation of 7<sup>th</sup> pay commission in respect of teachers of the University.**

The Finance Committee is hereby informed that the University is in receipt of an office order from Directorate of Training and Technical Education, Govt. of NCT of Delhi bearing no. F.1(126)/Revision of Pay/SB/DTTE/2019/2310-2323 dated 30.10.2019 regarding grant of revised pay scale to teachers of University, Degree level Technical Colleges & Polytechnics (Renamed as Institute of Technology) under Department of Training and Technical Education, Govt. of NCT of Delhi.

In compliance of the said order of DTTE dated 30.10.2019, the University has implemented the revised pay scales to the teachers of the University.

**Decision: The Finance Committee noted the above information.**

**Supplementary Agenda No. 1**

**Providing facility of Group Medclaim Policy (GMP) and Group Personal Accident Policy (GPA) to contractual employees of DTU.**

It is submitted that , DTU has about 100-105 contractual employees at the levels of JOA, OA, SOA, JTA, TA, STA, Drivers etc. these employees are not covered by any health insurance facility and face hardships in case of medical emergency and otherwise.

In this regard, a proposal was sought from the insurance company through the broker M/s Anand Rathi for Group Medclaim Policy (GMP)- Family floater Cover each family-flat Rs. 5 Lakhs and Group Personal Accident Policy (GPA) of sum assured Rs. 5 Lakh. The approx. cost per year per employee will be Rs. 15,000/- depending upon the age bracket and the total annual cost to the DTU will be Rs. 16 Lakhs approximately.

The Finance Committee may consider the proposal for providing facility of Group Medclaim Policy (GMP) and Group Personal Accident Policy (GPA) to contractual employees of DTU and recommend the same for approval of Board of Management.

**Decision: The agenda has been withdrawn.**

**Supplementary Agenda No. 2**

**Approval for Construction of SPS type Four Storied Central Instrumentation Centre, DTU main campus, Bawana Road.**

It is submitted that there is requirement of Four Storied Central Instrumentation centre for research work by DTU Research Scholars. A Preliminary Estimates has





been prepared with an estimated cost of Rs. 10,03,11,000/- for construction of Central Instrumentation Centre.

The proposal has been approved by Building and Works Committee in its 13<sup>th</sup> meeting held on 26.11.2019 at DTU main campus.

The Finance Committee may consider the proposal for construction of Four Storied Central Instrumentation centre at DTU main Campus with an estimated cost of Rs. 10,03,11,000/- and recommend the same for approval of Board of Management.

**Decision:** The Finance Committee considered the agenda and recommended for approval of Board of Management.

**Meeting ended with a vote of thanks to the Chair.**


  
(PROF. SAMSHER)  
CONTROLLER OF FINANCE, DTU

F.No. 5/AC/DTU/FC/2019/ 778 - 783

Dated:- 05/12/19

Copy forwarded for information to:-

1. PA to VC/Chairman Finance Committee, DTU.
2. Principal Secretary (Finance), Govt. of NCT of Delhi, 4<sup>th</sup> Level, A-Wing, Delhi Secretariat, I.P. Estate, New Delhi – 110 002
3. Secretary, TTE, Govt. of NCT of Delhi, Muni Maya Ram Marg, Pitam Pura, Delhi-110088
4. Prof. I.K. Bhatt, Vice Chancellor, Manav Rachna University, Sector-43, Aravalli Hills, Manav Rachna Campus Road, Faridabad, Haryana-121004.
5. Pro-VC, DTU for kind information.
6. Consultant (Finance & Planning), DTU for information and record.

  
(PROF. SAMSHER)  
CONTROLLER OF FINANCE, DTU