

Delhi Technological
UNIVERSITY

DELHI TECHNOLOGICAL UNIVERSITY

Minutes of the 6th Meeting of Finance Committee of DTU, Delhi

DTU Campus, Shahbad Daulatpur, Bawana Road, Delhi

F.No.8/DTU/OSD/FC/09/

Date :

MINUTES OF 6th MEETING OF FINANCE COMMITTEE HELD ON 11.11.2011

The 6th meeting of the Finance Committee was held on 11.11.2011 at 11:00 AM in the Conference Hall No 307, 2nd Floor, Admn. Block, DTU.

The following were present:

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|--|------------------------|
| 1. Prof. P.B. Sharma, Vice Chancellor, DTU | Chairman |
| 2. Anand Prakash, Principal Secy. TTE
Govt. Of NCT of Delhi | Member |
| 3. Prof. Moin Uddin, Pro-VC, DTU | Member |
| 4. Dr. R.S. Nigam, Former Director,
Delhi School of Eco, Delhi University | Member |
| 5. Sh. U.K Worah, Registrar, DTU | Member |
| 6. Sh. P.D Goel, COF, DTU | Member |
| 7. Dr. K. Singh, A.O/ Jt. Registrar, DTU | Special invitee |

Sh. D.M Spolia could not attend the meeting due to busy in other important meeting with Govt. of India.

Item No 1 : Opening Remarks of the Chairman

The Chairman welcomed the Members of the Finance Committee and noted the date of meeting as historical day being the date, month and year the same number i.e. 11.11.11 and with this welcome note started the proceedings of meeting.

Item No 2 : Confirmation of the minutes of the 5th FC meeting held on 08.06.2011.

Minutes of the 5th meeting of the Finance Committee were circulated to the Hon'ble members of the Finance Committee vide no F. No 8/DTU/OSD/FC/09/5172 dated 21.06.2011 (copy of minutes is placed at Annexure 1 page no 12-27) and were placed before BOM in its 5th meeting held on 30.07.2011. BOM approved the decision of Finance Committee agenda no 5.4 (a) with the modification in agenda 9 that guidelines for PDF shall be implemented after approval from the FD Govt. of NCT of Delhi.

A copy of the minutes of the 5th meeting of BOM circulated vide F. No DTU/ORG/BM/Meeting/1(1)/09/8132-40 dt. 09.08.2011 is (placed. Annexure-2 page no 28-58)

Decision: The Minutes of the 5th FC meeting were confirmed.

Item No 3

(i). Action taken report on the decision of 3rd FC meeting.

S.No	Agenda	Decision Taken	Action Taken
9	13 Creation of posts of OSD to VC, PRO and Security officer in DTU.	The Finance Committee deferred the proposal in view of the finalization of the organizational of DTU	BOM in its 4th meeting asked Pro-VC to re-examine the need for creation of post of PRO. The matter is still under examination by Pro-VC.

(ii) Action Taken Report on the decisions on the agendas of 4th Finance Committee meeting held on 10.11.2010 as below.

S.No	Agenda	Decision Taken	Action Taken
1.	05 Consideration for implementation of Employees Provident Fund Contributory scheme or new pension scheme 2004 of Govt. of India for the employees of DTU	The FC decided that the proposal may be forwarded to finance Department, Govt. of NCT of Delhi for approval to implement the New Pension Scheme 2004 for the Employees appointed by the DTU	The proposal for approval has been forwarded to F.D Govt. of NCT Delhi vide file no F1/Accounts/DTU/GIA/. dt 15.12.2010 and written DO letter no F.1 (Accounts)/DTU/2009-10/1016 dt 21.04.2011 to Principal Secretary Finance by Vice-Chancellor. In reference to DO letter of Principal Secretary, (Finance), Govt. of NCT of Delhi, it was requested vide V.C DO letter no F.1 (Accounts) DTU/2009-10/2988 dt 01.06.2011 to convene a meeting to discuss the proposal. FD GNCTD has returned the proposal with the advise to re- examine and analyse the existing schemes in the market i.e. from LIC, SBI etc and the central Govt. New Pension Scheme. The schemes of LIC and SBI LIFE INSURANCE have been studied. The analysis of market schemes and Central Govt. NPS has been forwarded to FD on dated 03.011.2011 with recommendation for consideration and approval to NPS.

2. Implementation of Delhi Govt. Employees Health Scheme for the staff recruited by DTU. The FC approved the proposal DHS was requested vide letter no F.5/Accounts/Misc/2010-11/14259 dt. 09.12.2010 and vide reminder of even no 22450 dt 27.01.2011 for formal approval. DHS has approved our proposal vide F.25 (III)/DGEHS/182/2010/22351 dt. 29.04.2011. Implementation Orders by DTU has been issued vide no F.DTU/Gen Admn./17/2011-12/7526-32 dt 24.07.2011. (copy placed at Annexure no 03 page no 59-60)

(iii) Action Taken Report on the decisions on the agendas of 5th Finance Committee meeting held on 08.06.2011 as below.

1. 07: A/A for setting up 100 KW Solar Energy Power plant under "Jawaharlal Nehru National Solar mission 2010" with partial support of Ministry of New & Renewable Energy, Govt. of India. The FC approved the proposal BOM in 5th meeting approved the FC decision. Orders regarding constitution of TAC has been issued with convening a meeting on 16.06.2011 vide no VC/2011/615 dt 15.06.2011. (Copy placed at Annexure no 04 Page no 61-62. In TAC Meeting, it was decided to request Central Electronics Limited, Govt. of India Undertaking for preparing and submitting a Detailed Project Report (DPR). DPR has now been received which will be discussed in the next 2nd meeting of TAC
2. Honorarium and TA (Conveyance Charges) to Experts/Eminent speakers for delivering lectures in Workshops/Conferences/Seminars. The FC approved the proposal BOM in 5th meeting approved the FC decision. Implementation Orders have been issued vide no F. DTU/HOO/FC-BOM/2011/11281-90 dt 21.09.2011. (Copy placed at Annexure no 05 Page no 63)
3. Regulation of Faculty Development Grant (Professional Development Grant) The FC approved the proposal with the conditions BOM in 5th meeting approved the FC decision with the modification that guidelines for PDF shall be implemented after approval from the FD Govt. of NCT of Delhi. The guidelines are being drafted under chairmanship of Prof. Pramod Kumar and JR (Admn).
 1. The Govt. of NCT of Delhi be requested to make additional amount of Rs. 10.00 crores for the PDF purposes.

2. The guidelines for utilization and expected outcome for PDF in respect of Education, Research and professional development should be formulated by the University and approved by BOM before implementing the PDF scheme
 4. Enhancement of Hostel Fee. The Finance Committee approved the rates with some modification implementing from academic session 2011-12 as per Annexure no 22 page no 181
 5. Revision of rates of Ph.D Scholarship The Finance Committee approved the rates with some modification implementing from academic session 2011-12 as per Annexure no 23 page no 182
- BOM in 5th meeting approved the FC decision. Implementing orders has been issued vide no F. DTU/HOO//FC-BOM/2011/11319-28 dt 21.09.2011. (Copy placed at Annexure no 06 page no 64-65.)
- BOM in 5th meeting approved the FC decision. Implementing orders has been issued vide no F. DTU/HOO//FC-BOM/2011/11299-308 dt 21.09.2011. (Copy placed at Annexure no 07 page no 66.)

Decision: The Finance committee accepted the action taken reports.

In reference to Agenda 3 (i) (9) (13) stated above, Pro-VC informed the FC that he has submitted the report to VC regarding creation of post of OSD, PRO and Security Officer in DTU

1. The Dearness Allowance has been paid to the DTU employees at the Enhanced rates of 58% w.e.f 01.07.2011 vide Govt. of India, Ministry of Finance Department of expenditure OM No 1(14)/2011-E-II(B) dated 3.10.2011. (Copy placed at **Annexure no 08 page no 67-68**).
2. Adhoc Bonus to the DTU regular employees has been paid for the Financial year 2010-11 at the amount admissible vide Govt. of India, Ministry of Finance Department of expenditure OM No 7/24/2007/EIII/(A) Dated 13.09.2011 and OM No 7/22/2008/EIII/(A) Dated 14.09.2011 (**Copy placed at Annexure no 09 page no 69-71**).
3. The status of credit balance as on 31.10.2011 in various DTU accounts is submitted as placed at (**Annexure no 10 page no 72.**)
4. An expenditure of Rs. 33.76 Crores has been incurred upto 31.10.2011 out of total budget Rs. 68.00 Crores (GIA to DTU Rs. 55.00 Crores + University funds Rs. 13 Crores) A statement of Budget and Expenditure upto 31.10.2011 for the Financial year 2011-12 is submitted as placed at (**Annexure No 11 Page No 73-79**)
5. The Audit of DTU accounts for the period 01.01.2010 to 31.03.2010 and for the year 2010-11 has been conducted in the month of August, 2011 by ELFA- an Audit wing of Audit Department Govt. of NCT of Delhi. The Inspection Report has been received in DTU on dated 19.10.2011 and the reply of the audit paras is being prepared for onward submission to DTTE and Audit Department.
6. An OM no DTU/0005/2011/Council/13752-59 dated 01.11.2011(**Copy is placed at (Annexure 12 Page no_80-81)**) issued vide which the facility regarding payment of honorarium @ Rs. 2000/- has been withdrawn for the internal members of University which was approved earlier by BOM in its 3rd meeting held on 12.06.2010 payable to the member of Court Statutory Boards, Assessment Committee, expert Committee, sub Committee, Board of Management, Finance Committee, Academic Council, Planning Board, Board of studies and Building & Works Committee etc.

Decision: The Finance Committee ratified the above decisions. FC further discussed on Agenda 4 Point 3 stated above and directed to submit in next FC meeting- the details of amount received in DTU Consultancy Account Year wise from the date University came in existence with university share received out of these Consultancies.

FC also discussed further on Agenda No 4 Point 6 and decided to enhance honorarium Rs. 3000/- to each external member of BOM, FC, Academic Council, Court Statutory Board, Assessment Committee, Expert Committee/Technical Advisory Committee, Planning Board, BOS, Building & Works Committee.

: Revision of Fee Structure.

As per copy of minutes of the meeting held at Delhi Secretariat on dated 08.09.2011 in the Chamber of Chief Secretary, GNCTD, issued by Planning Department vide letter dated 16.09.2011 (A copy is placed at Annexure 13 Page no82-84), It has been desired that the fee structure of different degree level colleges of GNCTD may be reviewed and enhanced to make the Institutes self sustainable in term of meeting their recurring expenses.

Taking a note of above instructions of Chief Secretary, Govt. of NCT of Delhi, there is also a need to review and rationalize the existing fee structure of DTU keeping in view the raising recurring expenditure on pay and allowances and contingent expenses on day to day DTU affairs and on imparting education to students so as the burden may be reduced to some extent on Govt. exchequer for allotment of GIA to DTU.

With the transformation of DCE into DTU the student intake under UG/PG and Ph.D programs has increased from 1216 to 1879. The expenditure being incurred by the University as on date on each student has exceeded over Rs. 1.00 lac per annum in imparting education by development of new labs, infrastructure, Class Rooms, Library etc. Likewise with increase of students the additional posts of faculty, Technical and Administrative cadre have been sanctioned with the approval of BOM to maintain the Teacher Student ratio in technical Institute. As on date total sanctioned posts are 1030 in DTU (A copy is placed at Annexure 14 Page no 85-93), whereas the total staff strength in erstwhile DCE was 612. All the sanctioned post may have to be filled up to maintain the teacher-student ratio in the coming academic session and if it happened the total recurring expenditure liability on DTU will be estimated to Rs. 47.00 Crores per annum on payment of pay and allowances only, whereas the existing recurring expenditure on pay and allowances against 60% filled up posts is to Rs. 30.00 Crores per annum. Only Rs. 17.00 Crores are expected to receive as University revenue from the students fee, consultancy University share and other misc. receipts during the current Financial year 2011-12.

To meet out the increased recurring expenditure liability on University affairs and in imparting Technical Education to students, there is a need to increase the University revenue so as to reduce the Govt. burden on exchequer.

Therefore, it is proposed that a committee may be constituted to study the existing fee structure, recurring expenses being incurred on University affairs and total expenses incurred on imparting the education to each student. One member i.e. University Chartered Accountant can be included in the Committee. Committee so constituted may give its report by the end of December, 2011 so as the revised rates can be implemented from the coming Academic Session 2012-13. A copy of existing DTU fee structure is

Decision: The Finance Committee discussed the above proposal and the 4th Academic Council meeting agenda 4.8 and decided to approve the revision of fee structure of UG/PG program (B.Tech, M.Tech and MBA) stated at agenda 4.8 (a) as under:-

TUITION FEE	Rs. 40,000
DEVELOPMENT FEE	Rs. 8,000
EXAMINATION FEE	Rs. 3000
STUDENT FEE	Rs. 8,000
ENROLMENT FEE	Rs. 1000 : --- ONE-TIME FEE AT THE TIME OF ADMISSION
SECURITY DEPOSIT (REFUNDABLE)	Rs. 5,000 :--- ONE-TIME FEE AT THE TIME OF ADMISSION

	Rs. 65,000

Item No 6

Revised Budget Estimates for the FY 2011-12 and Budget Estimate for the FY 2012-13 with Detailed Draft Budget proposal for FY 2012-13.

Govt. of NCT of Delhi has allotted Rs. 55.00 Crores as GIA to DTU for the year 2011-12 against the demand of Rs. 91.00 Crores approved by the Finance Committee of DTU. Out of the total GIA allotted of Rs. 55.00 crores + University generated funds Rs. 13.00 Crores an expenditure of Rs. 33.76 crores has been incurred up to 31.10.2010 Copy of the expenditure statement is placed (Annexure 11 Page no 73-79).

Revised Budget Estimate of Rs. 83.04 Crores for the Financial year 2011-12 and Budget Estimate of Rs.116.62 Crores for the Financial Year 2012-13 has been sent to Finance Department, GNCTD and DTTE on dated 13.09.2011 for consideration and allotment. (A copy is placed at Annexure 16 Page no 96-119).

The additional funds amounting to Rs. 15.00 Crores are required during the FY 2011-12 to meet out the expenses on recently approved PDF scheme by AICTE to the faculty and expenditure on procurement of new infrastructure required for setting up new labs due to start of new courses.

Also the detailed budget detailed proposal for the year 2012-13 has been prepared for Rs.116.62 Crores. (A copy is placed at Annexure 17 Page no_120-166). The estimated University revenue from all resources will be Rs. 17.00 Crores in the year 2012-13. The BE has increased due to rise in recurring expenses on pay & allowances and infrastructure development required to start the new courses.

Decision: The Finance Committee approved the proposal.

Ex-post-facto A/A and E/S for Procurement of "Auto Titrator" in Applied Chemistry Department-

The tenders were called for procurement of 05 nos. 'Auto Titrator' in Applied Chemistry Department at an estimated cost of Rs. 44.45 lacs after seeking A/A under the powers of Hon'ble Vice-Chancellor, DTU. The L-1 tender was approved at tendered cost Rs. 46.40 lacs + Taxes + Installation charges and procured vide purchase order dated 17.02.2010. Copy is placed at (Annexure 18 Page no 167-171). The E/S including taxes totalling to Rs. 54,86,892/- and for Rs. 80,000/- of Installation charges were issued under the powers of Hon'ble VC and the payment was released after observing all the codal formalities.

Subsequently, additional 05 "Auto Titrator" were procured vide purchase order dated 12.11.2010. (Copy is placed at (Annexure 19 Page no 172-174) at the same L-1 prices as above after seeking A/A and E/S of Rs. 55,19,483/- under the powers of Hon'ble VC and the payment was released after observing all the codal formalities.

The additional 'Auto Titrators' were required due to increase in intake of student from 40 to 60 in the coming academic session. There was the exact demand of 10 nos. 'Auto Titrators' in the beginning to cater the need for large number of UG/PG/Research Scholars which are 60, 18 and 10 in number but as stated by Head Applied Chemistry, 05 "Auto Titrator" were demanded initially on the premise that before going for bulk purchase at one go, the department sought to first satisfy with the working, utility of the equipment; specifically meant for Graduate, Post Graduate and Ph.D students. The Department and DPC were satisfied with the working and utility of the initially purchased machine. Store Officer confirmed about the prices having not gone down and no upgraded version introduced by the manufacturer at the time of seeking A/A of the competent authority. Another purchase order dated 12.11.2010 was placed on the approved vendor for supply of 05 'Auto Titrator' at the same quoted prices of the initial purchase.

Since the amount released is exceeded of Rs. 50.00 lacs on each occasion due to taxes payable, the same needs to be placed before FC for ratification and regularization of exceeded expenditure. This point has also raised in ELFA Audit Report of GNCT of Delhi (copy placed opposite) conducted recently for the records of the FY 2009-10 & 2010-11.

Keeping in view the fact stated above it is requested that the ex-post-facto A/A and E/S may be approved.

Decision: The Finance Committee approved the proposal.

Item No 8**: Ex-Post-Facto Relaxation In Ban For Purchase of Staff Car (Ambassador) for Registrar, DTU:-.**

Consequent upon joining of Sh. U.K Worah as a Registrar, DTU on 01.04.2010, a staff car was required to be provided to the officer for official use but no vehicle was spare at that time as such a new ambassador was proposed to purchase urgently. The car was procured after seeking A/A and E/S of Hon'ble VC for Rs. 5,84,028/- vide orders dated 05.4.2010 (Copy is placed at (Annexure 20 Page no 175-178) under the powers delegated to him as per DFP regulations approved by BOM.

The vehicle was procured from the M/s Rajiv Motors the authorized dealer of manufacturer-M/s Hindustan Motors Limited at cost of Rs. 5,84,028/- which was less than the DGS&D rate contract valid at the time of purchase.

The vehicle was purchased for newly created post of Registrar and during the period of strike of students. The post of Registrar filled by the Delhi Govt. by appointing the Ex- IAS officer and keeping in view to control and settle the issue of strike by Delhi Govt. the vehicle has to provide to the officer immediately on his joining in the University, which resulted positively.

Keeping in view the urgency explained above, it is requested to grant ex-post-facto relaxation for procurement of vehicle which is banned item.

Decision: The Finance Committee approved the above proposal. Further, also approved to purchase two new cars (SX4 Maruti) for the use of Pro-VC and Registrar according to their status.

Item No 9**: Ex-Post-Facto Approval for excess Consumption of fuel on use of Staff Car DL8CNA 3902.**

The official vehicle (Staff Car DL8CNA 3902) has been provided to Registrar holding responsible position in DTU who has to attend seminars, conferences, meetings at various places, offices and Department of Govt. of Delhi as well Govt. of India even on holidays. Moreover, during the period the vehicle was used to settle the issue of strike of the University. ELFA Audit conducted for the period 2010-11 had pointed out the excess consumption fuel of 232 liters. (Copy of Audit para is placed at (Annexure 21 Page no 179-180)

Since the vehicle has been used for official use, it is requested that the excess consumption of 232 liters beyond the prescribed limit during the period from May 2010 to March 2011 may be approved.

The Finance Committee approved the above proposal. Further, also approved to enhance the consumption of petrol from 200 lit to 300 lit per month w.e.f 01.04.2011 for the car used by Registrar.

Item No 10 : A/A for Outsourcing 54 Lab Attendants though E-Tendering

The requirement of Laboratory Attendants for performing the duties in laboratories of different Departments has been assessed after discussion held with the HODs of All the Academic Departments and decided that 54 Lab Attendants may be outsourced by calling e-tenders.

The Outsourced Lab Attendants will be hired on the terms and conditions issued by AR Department Govt. of NCT Delhi and the provisions laid down in GFR. The total annual expenditure has been calculated Rs. 62.22 Lacs based on minimum wages rates.

The Lab attendants has been proposed to be engaged on outsource basis against the sanctioned posts of Attendants in DTU and erstwhile DCE.

The formal approval by Hon'ble VC has been accorded to the proposal.

Since the expenditure involved is beyond the powers delegated to VC, FC may accord A/A for calling E-Tenders at estimated annual cost of Rs. 62.22 lacs.

The Finance Committee approved the above proposal.

**Supplementary
Agenda no 1**

Group Insurance Scheme For DTU Appointed Employees.

Delhi College of Engineering has been promoted in the shape of Delhi Technological University under Delhi Act 6 of 2009. DTU has been reconstituted to facilitate and promote studies, research, technology, incubation, product innovation and extension work in science.

After the constitution of Delhi Technological University the most of the new staff has been appointed and to promote the social welfare facilities to the employee, the requirement of the Group Insurance Scheme will be an appreciable and important point to give the social facility to its employee. Due to this many benefits will be available for the employee such as:

1. Accident Benefit.
2. Rebate in Tax.

LIC has shown the interest to provide the Group Insurance facility to DTU employees (Copy enclosed herewith). As per scheme the Insurance cover available is stated below:

Category of employees	Maximum limit of Cover available			
	Sum Assured	Saving Premium	Risk Premium	Total Premium
Monthly (Per employee)		130.00	70.00	200.00
Flat Cover	200000			

The present rate of interest is available on saving portion of premium @8% compounding yearly.

For Shake of Welfare of Employees, Hon'ble VC has accorded the formal approval to implement the Group Insurance Scheme of LIC. (Copy enclosed herewith.)

As per scheme the contribution will be made from the salary bill of the employees and will be remitted to LIC.

Keeping in view as above, FC may approve the proposal.

Decision: The Finance Committee approved the proposal.

**Supplementary
Agenda no 2**

Sponsorship To Students Undergoing Internship Training At India And Abroad.

Delhi Technological University has been constituted to facilitate and to promote study, research technology incubation, innovation and extension of work in Science.

Applications/requests from students are being received for internship training in research project in advancement under different science and engineering fields. By allowing the facility to students will be benefited with improving their various technologies in the research and also University benefited adding extra feather in the field of science and engineering. It is felt necessary for students to facilitate them for the advancement of engineering and science skill. The following are proposed required for the subject:


- (i). To allow student internship training in Indian and Abroad Institute/ Universities.
- (ii). To provide travelling facility -3rd AC Rail Fare along with Registration Fee, in case of foreign travel, registration fee, Visa Fee and 50% of the coast of Air Fare will be borne by the University.
- (iii) To be permitted once in 4/2 years for UG/PG students respectively.
- (iv) The Financial facility shall be assisted to students out of student fund account.

Keeping in view as above, FC may approve the proposal.

Decision: The Finance Committee approved the proposal. Fund will be utilized from student fund with Budget limit Rs. 10 Lac per annum.

The meeting ended with a vote of thanks to the Chair.

The minutes are issued with the approval of the Chairman for circulation to Hon'ble Members.



(P.D Goel)
Controller of Finance

F.No.8/DTU/OSD/FC/09/

Date :

Copy to:

1. Prof. P.B. Sharma, Vice Chancellor, Delhi Technological University.
2. Sh. D.M Spolia, Principal Secretary (Finance), Govt. of NCT of Delhi, Delhi Secretariat, I. P. Estate, New Delhi – 110 002.
3. Shri. Anand Prakash, Principal Secretary (Higher Education and Technical Education), Govt. of NCT of Delhi, DTTE, Pitam Pura, Delhi.
4. Prof. R.S. Nigam, (Former Director Delhi School of Economics, Delhi University), 62, Vaishali, Pitam Pura, Delhi.
5. Prof. Moin Uddin, Pro-VC, DTU
6. Sh. U.K Worah, Registrar, DTU
7. Dr. K. Singh, AO / Joint Registrar (I/C) DTU.
8. Sh. A.K Sharma, Dy. Registrar, (Finance & Accounts), DTU
9. Guard File.


(P.D Goel)
Controller of Finance