**Shaheed Bhagat Singh**

**State Technical Campus, Ferozepur**

**(Established and promoted by Govt. of Punjab)**

**Agenda**

**of**

**27th Meeting of the Finance Committee**

****

**VENUE:** Office of the Principal Secretary to Government of Punjab,

Department of Technical Education & Industrial Training, 5th Floor, Mini Secretariat, Sector –9, Chandigarh

**Date: 28.1.2014**

**Time: 11:30 AM**

**CONSTITUTION OF THE FINANCE COMMMITTEE**

|  |  |  |
| --- | --- | --- |
| 1. | Principal Secretary to Govt. of Punjab,  Deptt. of Technical Education &Industrial Training  Chandigarh | Chairman |
| 2. | Principal Secretary to Govt. of Punjab,  Deptt. of Finance or his representative  ( not below the rank of Jt. Secretary) | Member |
| 3. | Director,  Deptt. of Technical Education &Industrial Training , Punjab  Chandigarh | Member |
| 4. | Director,  Shaheed Bhagat Singh State Technical Campus, Ferozepur | Member |
| 5. | Registrar,  Shaheed Bhagat Singh State Technical Campus, Ferozepur | Member- Secretary |

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**Item No. 27.1: Confirmation of the minutes of 26th meeting of the Finance Committee.**

**Decision:** The minutes of the 26th meeting of Finance Committee held on 22-03-13 were circulated to the members of the committee for information and comments, if any, vide memo no. SBS/FZR/8424-30 dated 02/04/2013 **(Annexure- I, Page no. 31 -34)**

No comments have been received from any of the members. The approved minutes are placed before the Finance Committee for confirmation please.

**Item No. 27.2 Action taken report on the decision taken in the 26th meeting of Finance Committee.**

The action taken report on the decisions taken in 26th meeting of Finance Committee held on 22-03-2013 is as given below:

**Item No. 26.1 : Confirmation of the minutes of the 25th meeting of the**

**Finance Committee.**

**Decision:** The proceedings of the 25th meeting of Finance Committee were confirmed.

**Action:** No action is required.

**Item No. 26.2: Action taken report on the decision taken in the 25th meeting of Finance Committee**

**Decision**: The action taken report was noted.

**Action:** No action is required

**Item No. 26.3**(a**): Budget of Main Account (Tuition Fee Account ) for the year 2013-14 for Engg. Wing, Poly Wing & Management Wing.**

**Decision :** Budget was approved as proposed. Further, it was decided to

pay 80% arrears to faculty from Institute’s fund and budgetary amount of Rs. 239.36 was approved for this purpose. The said amount, as and when received from Punjab Govt., will be credited in this account.

**Action:** The item was implemented and expenditure was made as per approved budget.

**Item No. 26.3(b)**: **Budget of Development Fund for Engg. Wing, Poly Wing and Management Wing for the year 2013-14.**

**Decision** : Budget was approved as proposed.

**Action:** The item was implemented and expenditure was made as per approved budget.

**Item No. 26.3(c)**: **Budget for the Year 2013-14 for Engg. Wing, Poly Wing and Management Wing for the Student Activities Fund.**

**Decision** : Budget was approved as proposed.

**Action:** The item was implemented and expenditure was made as per approved budget.

**Item No.26.4 To approve the increase in the consolidated salary of Staff Nurse (Female).**

**Decision** : It was decided to increase the consolidated salary of staff nurse

(female) from Rs. 7500/- per month to Rs. 10000/- per month.

**Action:** Decision implemented vide office order no sbs/fzr/73-79 dt 04/04/13

**Item No. 26.05 To approve the increase in the honorarium of attendant working in the Guest House.**

**Decision** : It was decided to increase the honorarium of Guest House Attendant to Rs. 1500/- per month.

**Action:** Decision implemented vide office order no sbs/fzr/67-72 dt 04/04/13

**Item No.26.6 To release the arrears of faculty who have left the campus.**

**Decision** : It was decided to release the arrears of all those faculty members who have left the Institute.

**Action:** The decision was implemented

**Item No. 26.7 To remove the anomaly in the pay scales of certain categories of employees.**

**Decision** : It was decided to put up this item in the BOG meeting.

**Action:** The item was put up before the BOG Meeting held on dt 26/07/13 vide agenda item no 14.27. In the BOG meeting a committee was constituted and report of the committee was again put up in next meeting of BOG.

**Item No.26.08 To approve the payment of honorarium @5% of pay to the staff working in the Library, Laboratories and administrative sections**

**Decision** : Item was not approved as proposed. However, the institute is allowed to fill the posts in Polytechnic and Management Wings as per requirement against the already sanctioned posts.

**Action:** The post are being filled as per requirement. Meanwhile some staff members are exclusively deputed for the work of Polywing and Management Wing.

**Item No.26.09: Revision in one time Souvenir and Group Photograph Fee for Diploma students (Polytechnic Wing)**

**Decision** : It was decided to collect Rs. 300/- as Souvenir fee and Rs. 150/- as Group Photograph fee from polytechnic students as one time charges at the time of admission.

**Action:** Decision implemented vide letter no sbs/fzr/51-56 dt 04/04/13

**Item No.26.10: Provision of Scholarship for topper students (Poly Wing) - Regarding**

**Decision** : The item was approved as proposed with the condition to collect the amount from the students per semester equivalent to the amount to be paid to them. Institute should not earn out of this collection from students.

**Action:** As per decision taken during 14th BOG vide item no 14.12 it has been decided to discontinue with this scheme

**Item No.26.11: Provision of Cash Award for Diploma students getting 100% attendance in classes during regular session/semester (Polytechnic Wing)**

**Decision** : The item was approved as proposed

**Action:** As per decision taken during 14th BOG vide item no 14.12 it has been decided to discontinue with this scheme

The action taken Report as stated above is put up before members of Finance committee for approval please

**Item No 27.3 To report the balance sheet of the campus for the Financial Year 2012-13**

The account of the campus were audited by Mr Sunil Narula, Chartered Accountant, ferozepur City for the financial year 2012-13. The balance sheet of Shaheed Bhagat Singh State Technical Campus(Engg. Wing, Poly Wing and Management Wing ) as on 31.03.2013 is placed as **Annexure-II page no** **35- 74.**

The said balance sheet has already been placed before the 14th meeting of BOG held on 26.07.2013 vide agenda item no 14.9

**Item No.27.05 Increase in Honorarium of part-time doctor working in the Institute Dispensary.**

Dr. Kamal kant Badhwar, Doctor of Institute Dispensary has given a request vide diary no. 2735 dated 23-8-13 regarding increasing his monthly honorarium. He is working in this college since 2002. He has pointed out that the Institute is giving Rs. 7500/- as a monthly honorarium which is very less. He has attached a copy of public appointment of Military station, Kalka in which the part-time doctor has been offered Rs. 15000/- monthly honorarium **(Annexure\_III page no 75-76)**

At present, Dr. Kamal kant Bhadwar is working as Doctor on part-time basis in the Institute Dispensary for 3 hrs i.e. 3.30 PM to 6.30 PM on a honorarium of Rs. 7500/- p.m. It is worth to mention here that in the 24th meeting of Finance Committee of this Institute held on 19.04.2012 vide agenda item no. 24.7, his honorarium was increased from Rs.5000/- to Rs. 7500/- along with timings from 2 to 3 hours a day.

Keeping in view in-campus services of a doctor and his job responsibilities, it is suggested to raise the monthly honorarium of Institute Dispensary Doctor from Rs. 7500/- PM to Rs. 15,000/- PM. At the same time, it is also suggested that since Dr.Kamal Kant Badhwar is an orthopedic surgeon and is of not much use for the students. Therefore instead of orthopedician, permission may be given to hire the services of other Doctor with specialization in medicine or ENT as the students are having common problems related to these fields.

Submitted to Finance Committee for consideration please.

**Item No.27.06 Encashment of Earned leave along with Leave Travel Concession (LTC).**

Govt. of Punjab, Department of Finance vide letter no.1/16/2011-3FP2/ Q/7 dated 03-10-2011 has given a facility to its employees to encash ten days earned leave at the time of availing of Leave Travel concession. **(Annexure \_IV\_page no. 77)**

It is worth mentioning here that a combined meeting of all Principals of Govt. Promoted Engineering Colleges was held under the chairmanship of Hon’ble Director, Technical Education and Industrial Training Department (DTE/IT), Punjab on dated 21-12-2012 to decide about the uniformity of common issues. The minutes of this meeting duly approved by Hon’ble Technical Education Minister, Punjab were received from the office of DTE/IT, Punjab vide letter no. 206-210/S-2/ECC/2013 dated 14-02-2013.

In the minutes of said meeting, it was recorded that in future whenever the Govt. of Punjab issues any notification regarding allowances etc, it shall be put up for approval in the Finance Committee meeting before implementing the same in Institute. Further it is mentioned here that the said minutes were approved in the 12th meeting of BOG of this Institute vide agenda item no. 12.15. The approved minutes are attached as **Annexure\_V\_page no. 78-84.**

In the light of above, the matter is placed before the finance committee for consideration and approval to implement the decision of Finance Department, Govt. of Punjab in the Institute w.e.f. 03.10.2011 i.e. the date of issue of above said Govt. notification.

Submitted to Finance Committee for consideration and approval please.

**Item No.27.07 Penal Rent of Dr. Krishan Kumar, Associate Professor - regarding**

Dr. Krishan Kumar, Associate Professor, Department of Computer Science and Engineering was allowed to join Punjab Technical University, Jalandhar while keeping lien on the post of Assistant Professor at this Institute. As per Institute bye-laws, he was suppose to vacate the house within 3 months by paying normal rent but he didn’t vacate the house on the plea that his wife is working as Associate Professor in the Institute and therefore, she is not getting HRA from the Institute. As per rules and on recommendation of Estate Officer of the Institute, he was asked to pay penal rent for overstay period. But he neither vacated the house nor deposited the penal rent.

In this context an agenda item was put up in the 13th BOG meeting of the Institute. In the meeting it was decided that Dr. Krishan Kumar, should be given options either to retain the house by paying the penal rent from the date of completion of 3 months or he should vacate the house and penal rent will be waived off **(Annexure VI, page no.85-92).** The decision of the said meeting was conveyed to Dr. Krishan Kumar vide office letter no. 1553 dated 14-06-2013.

Meanwhile, he represented his case in the 14th meeting of the BOG and one esteemed member of the board, Dr. Ravi Kumar, Principal, BCET, Gurdaspur pointed out that as per Punjab Civil Service Rules, it is not permissible to recover penal rent from Dr. Krishan Kumar during the period of his overstay as his wife, who is working in the Institute, was also staying with him. Therefore based on this statement, the decision taken in 13th meeting of BOG to recover penal rent from Dr. Krishan Kumar was withdrawn **(Annexure -VII, page no. 93-100).**

Thereafter in the 15th meeting of BOG, while confirming the minutes of the 14th BOG meeting vide agenda item 15.1, it was decided to put up the case of penal rent of Dr. Krishan Kumar in the next meeting of Finance Committee for consideration and regularization as financial matters cannot be taken up directly in the BOG meeting **(Annexure VIII, page no.101-107)**

In the light of above said facts, the complete case is put up before the Finance Committee for consideration to regularize the above said case of Dr. Krishan Kumar.

**Item no.27.08 Releasing of death –cum retirement benefits and salary for the period of absence (26-09-2013 to 14-11-2013) to the wife of Sh. Vijay Kumar, Ex-Jr. Assistant**

Sh.Vijay Kumar joined in this Institute as Clerk on regular basis w.e.f 09-09-1996. Subsequently he was placed as Junior Assistant in the pay scale 4400-7000(UR) on dated 09-09-2001.

As per the Institute bye laws an employee can opt for the benefit of CPF or GPF and Pension-cum-retirement benefits. Mr.Vijay Kumar has opted for GPF and Pension-cum-retirement benefits.

He unfortunately died on dated 15-11-2013. Before his sudden demise on 15-11-2013, he remained absent from duty w.e.f 26-09-2013. In this context a letter was issued vide no.4526 dated 08-11-2013 asked him to explain his position and join his duty immediately. But no reply was received.

Now after his death, his wife has requested vide dated 11-12-2013 to release the death –cum-retirement benefits along with his salary of the absent period from 26-09-2013 to 14-11-2013 (50 days) by sanctioning Medical leave for the period of absence from duty. Copy of her request is placed as **Annexure -IX page no 108.**

The matter is placed before the Finance Committee to allow to release the death-cum-retirement benefits along with his salary of the absence period from 26-09-2013 to 14-11-2013 (50 days) by regularizing his period of absence into Medical leave/leave of kind due.

**Item no.27.09 Various representations of Staff regarding increment, promotion, placement etc.**

The different categories of employees working in the Institute have given representations for equalization of their pay with junior employees, one increment on placement to higher grade, etc. Their cases are discussed as below:

1. In this Institute technical supporting staff (Lab & Workshop) viz. Junior Technician, Technician G-I, G-II have been given promotion / placement benefit from the current date without any increment.

All the above staff members have given representation either to give them promotion from the current date with increment or to give them benefits of placement from the respective due date. Copy of their requests is placed as **Annexure X page no 109-111.**

1. While making 100% internal promotion, all the Senior Technicians of this Institute were placed as Lab Superintendent with the approval of BOG vide agenda item No.8.14 and their pay was fixed as such with no increment / benefit. Now all these Lab Supdt. have given representations to give them the benefit of placement from the due date. Copy of their request is placed as **Annexure XI. page no 112-114.**
2. Smt. Parkash Kaur, Peon and Sh. Pawan Kumar, Peon have requested to convert their post into Lab. Attendant. Hence their cases were sent to the Punjab Govt. / DTE/IT, Punjab. Now vide letter memo No.103783 dated 30-09-2013 Punjab Govt. instructed to put up this case to Chairman, BOG. Copy of their request is placed as **Annexure…XII page no 115-116 .**
3. Superintendent Grade-II working in this Institute have requested to increase their pay Scale to 7880-13500(UR) as in case of Senior Technician who have been promoted to the post of Lab Superintendent from pay scale 5800-9200(UR) to 7880-13500(UR). Copy of their request is placed as **Annexure…XIII page no117-119.**
4. With the re-revision of pay scales by Punjab Govt. in Dec.2011 with respect to various categories the salary of all employees working in one cadre become uniform. Subsequently while allotting annual increment / ACP to junior employees their pay has increased from there senior counterparts. Hence senior employees of various categories represented to equalize their pay with the juniors. Copy of their request is placed as **Annexure…XIV page no 120-122**
5. Sh. Ganesh Chandra, Sh. Ashwani Kumar, Sh. Pardeep Kumar, Senior Assistants working in this Institute requested that their promotional career has been blocked. Since there were 08 number of posts of Supdt. G-II in this institute which were subsequently reduced to 05. They have requested to increase the post of Superintendent Grade-II from 05 to 08 and promote them while adopting 100% promotion policy. Copy of their request is placed as **Annexure…XV page no 123-125**
6. There are 05 sanctioned post of Superintendent G-II out of which 04 posts are filled (03 by promotion and 01 by direct appointment). One vacant post of Supdt grade-II is of direct cadre. Sh. Ashok Kumar, Senior Assistant has requested that since he has completed the requisite experience. He may be promoted to the post of Supdt. G-II against the post belonging to direct cadre. Copy of his request is placed as **Annexure XVI page no 126**
7. Sh. Avtar Singh, Senior Technician working in Computer Sci. & Engg. Department has requested to promote him as Lab. Supdt. while creating the post of Lab Supdt. since no post of Lab. Supdt. exist in the department. Copy of their request is placed as **Annexure…XVII. page no 127.**
8. Sh. Vinod Kumar Sharma, Deputy Registrar working in this Institute in the pay band 15600-39100 GP 7600 has requested to revise his pay band as the pay of other category who were drawing less than his grade pay has been revised from Rs. 6600 to Rs. 8400 by the Punjab Govt. in December 2011. Copy of his request is placed as **Annexure…XVII A. page no 128-129.**

Since the above cited cases require through deliberations and it will not be easy to handle these case single handedly at the institute level. Further it is also not possible to send these cases to the office of DTE/IT, Punjab from time to time.

It is proposed to take up these cases in the Finance Committee meeting for consideration and seeking appropriate guidelines regarding handling these type of cases in future.

**Item No.27.10 Ratification of Revised pay scale given to Junior Technician and Lab Attendants.**

Punjab Govt. has re-revised the Pay-Scales of certain categories of non-teaching employees in the year 2011. Whereas pay scales of some categories were either not revised or their pay scale were revised lower than their counterparts. Accordingly an agenda item was put up in the 26th Finance Committee meeting vide agenda item no. 26.7 and in the said meeting it was decided to put up their case in the BOG meeting. Thereafter an agenda item no. 13.23 was put in the 13th Meeting of BOG and in the said meeting it was decided to constitute a committee for equalization of their pay scale with other similar categories. The report of the Committee is placed as **Annexure XVIII page no—130-140.**

The BOG has approved the recommendation of the committee. But many other employees have also requested to enhance their salaries on the same grounds. Accordingly, the matter was again referred back to the committee for clarification and the committee has decided to implement its recommendation only on those employees who had given their representation at that time. The Committee has given its clarification on dated 06-11-2013 which is placed as **Annexure XVIII-A, page no 141.**

Subsequently, based on the recommendation of the committee, the pay scales of Junior Technician were revised from 5910-20200+2400 to 10300-34800+3200 and the Institute is in process of fixing the Grade Pay of Lab Attendants from Rs. 1400 to Rs. 1800 in the Pay Band of Rs. 4900-10680 equivalent to re-revised grade pay of the category of Head Mali, Head Chowkidar, Mukh Sewadar and Record Lifter as per the Punjab Govt. notification no. 5/10/09-5FPI/1023 dated 15-12-2011. Copy of the notification attached at **Annexure XVIII-B, page no. -142.**

The item is put up before the Finance Committee for ratification please.

**Item No.27.11 Pay protection of teaching & non-teaching contractual employee whose services have been were regularised.**

Some faculty members were recruited on 3 year contract basis in the regular pay scale with a provision to extend their contract as per the requirement of the Institute & based on their satisfactory performance. Subsequently, services of these faculty members were regularized in the Institute vide DTE/IT, Punjab letter memo no. 2104/E-5/ECC/2011 dated 24-10-2011. At that time, they were given the initial pay in their pay band 15600-39100+AGP 6000 without protecting their salary **as Annexure\_XIX page no.\_143.**

Similarly, some non-teaching employees were also recruited on the same pattern and afterwards in compliance to the orders of DTE/IT, Punjab their services were regularized. At the time of regularizing their contractual services, they were given initial pay in their respective pay bands without protecting their salary. The orders of DTE/IT, Punjab on the basis of which their contractual services were regularized are attached as **Annexure\_XX page no.\_144-153.**

Now, these employees have given representations to protect their salary. They have also attached a copy of memo no. 1058/S-2/ECC/2013 dated 02-07-2013 issued by DTE/IT, Punjab w.r.t. the employees of MIMIT, Malout vide which the salary of contractual staff, whose services were regularized, has been protected as **Annexure\_XXI page no.154** In addition to this, salary of contractual employees whose services are regularized have also been protected at BCET, Gurdaspur in its 27th Finance Committee meeting vide agenda item no. 27.5 as **Annexure\_XXII page no 155**

Since the pay of contractual employees who were regularised have been protected at MIMIT, Malout and BCET, Gurdaspur, therefore, it is proposed that the pay of all the teaching and non-teaching employees who had worked on contract basis and subsequently their services were regularized, may be protected at this Institute.

The matter was put up in the 15th meeting of BOG vide agenda item no. 15.20(viii) wherein it was decided to put up this item in the next finance committee meeting of the Institute.

The matter is put up before the Finance Committee for protecting the pay of teaching and non-teaching contractual employees from the date of their regularization of services in the Institute.

**Item no.27.12 Counting of past service for pensionery benefits- Dr. AK Tyagi, Professor, Dr. VS Bhullar, DPE and Sh. Tej Pal Verma, Librarian.**

1. Dr. A. K. Tyagi, Professor of Applied Science Department has requested that at the time of his appointment in this Institute, he was working as Lecturer at GNDU, Amritsar and he has applied for the post of Assistant Professor at BCET, Gurdaspur through proper channel. Since a common interview was conducted at Punjab Bhawan, New Delhi for the post of Assistant Professor at BCET, Gurdaspur and SBSSTC, Ferozepur he was selected by the committee for this Institute. He has requested to consider his past service for pensionery and other service benefits at this Institute as **Annexure XXIII Page no-156.**

As per record Dr. A. K. Tyagi has joined as Assistant Professor (now re-designated as Associate Professor) in this Institute on 10-07-1995. Since he has applied for the post advertised for BCET, Gurdaspur, his application through proper channel is not available in the record. Considering this view and as per Institute bye-law rule 8.3.13 and 8.3.14 his earlier request dated 12-5-2011 on the same subject was rejected by the Institute vide letter no.1422 dated 31-5-2011.

1. Dr. Varinder Singh Bhullar, Director Physical Education and Mr. Tej Pal Librarian have requested that earlier both of them were working at SLIET Longowal as Physical Instructor and Assistant Librarian respectively. Dr. V.S. Bhullar has joined this Institute as Director Physical Education on 25-07-1997 and Sh. Tej pal has joined as Librarian on 21-03-1997. Both have applied through proper channel in this Institute and requested to consider their past service for pensionary benefits at this Institute as **Annexure- XXIV Page no. 157-158.**

It is worth mentioning here that their case for counting previous service was sent to DTE/IT, Punjab but it was rejected on the ground that they have not applied for counting their previous service within 4 months from the date of joining this Institute.

The operative part of Institute Bye-Law in this respect is reproduced as under:-

**“An existing employee who has come over/joined the college service after rendering service in the Central /State Government/ autonomous body (provided the intervening period between leaving the service in the previous employment and joining the College service does not exceed 30 days) can get his past service counted towards pension if he refunds the terminal retirement benefits such as pension gratuity etc. received if any by him from such Government / autonomous body for the service rendered there to this college along with interest thereon as per rate of CPF prevalent in the College from time to time from the date of receipt of these benefits till the date of deposits with the college.**

**In addition to this the concerned employee shall have to give an application for the purpose of getting his past service counted towards pension within four months from the date of approval of rules.”**

Dr. A. K. Tyagi has worked at GNDU, Amritsar from June 1991 to May 1995. Dr. V.S. Bhullar has worked at SLIET Longowal from 17-03-93 to 24-07-1997 and Sh. Tejpal has worked at SLIET Longowal from 04-01-1991 to 20-03-1997. All of them have requested that in case their previous service is considered at SBSSTC, Ferozepur they will deposit the GPF amount (along with interest) received from the respective Institute.

The matter was put up in the 15th meeting of BOG vide agenda item no. 15.6 wherein it was decided to put up this item in the next finance committee meeting of the Institute.

Hence, the matter is placed before the Finance Committee for consideration and appropriate decision regarding counting their previous service at SBSSTC, Ferozepur for pensionery and other service benefits.

**Item no.27.13 Granting of annual increment during period of lien and protection of salary of Dr. Krishan Kumar Associate Professor (CSE).**

Dr. Krishan Kumar, Associate Professor (CSE) has applied through proper channel for the post of Associate Professor at Punjab Technical University, Jalandhar. Subsequently, on his selection he joined PTU, Jalandhar, while keeping lien for one year on the post of Assistant Professor (CSE) at SBSSTC, Ferozepur.

Dr. Krishan Kumar worked at PTU, Jalandhar from 03.01.2012 to 26.12.2012 A.N. His wife Dr. Monika Sachdeva, who is also working as Associate Professor (CSE) at this Institute was selected for the post of Assistant Professor at PTU, Jalandhar on deputation basis. Her case was discussed in detail in the 9th Meeting of Board of Governors of this Campus held on 22.09.2012 and the Board has decided not to send her on deputation due to shortage of faculty in the department of Computer Science and Engineering. Further, the Board has also decided that if at all her husband (Dr. Krishan Kumar) wants to join back, his request can be considered upon receiving on equivalent or higher post as the rules permit.

Before joining back Dr. Krishan Kumar requested vide dated 02-12-2012 for promotion to the post of Professor. Since the cases of promotion of faculty under CAS were jointly dealt by DTE/IT, Punjab, his case was sent to the office of DTE/IT, Punjab vide Institute letter dated 07-12-2012. Now he has requested to grant him increment during the period of lien and since he was drawing more pay at PTU, Jalandhar his salary may also be protected as **Annexure-XXV, Page no.159-162.**

The Institute bye-law is silent as far as lien and grant of increment during the period of lien is concerned. In case of grant of increment, the operative part of PCSR Vol. –I, Part – I, Rule 4.7 is reproduced as under:

“For computing one year’s service for the purpose of grant of increment only that part is to be counted when an employee is treated on duty.”

It is worth mentioning here that Dr. Krishan Kumar, during the period of lien has worked with PTU, Jalandhar and he was on without pay leave from SBSSTC, Ferozepur.

The matter was put up in the 15th meeting of BOG vide agenda item no. 15.9 wherein it was decided to put up this item in the next finance committee meeting of the Institute.

Hence, the complete case is placed before the Finance Committeefor consideration and appropriate decision please.

**Item no.27.14 Re-organization of various posts of Central Workshop.**

Staff members of central workshop have requested that they are working on the same posts since 16-18 years and they do not have promotional venues. All other categories of staff working in the Institute are having promotion channels and only workshop staff remained deprived from the said benefit. They have requested to re-organize the available posts of central workshop so that more promotional possibilities can be created to boost morale of workshop staff. **(Annexure-XXVI, Page no 163-164).**

The existing sanctioned post structure of workshop is given below:

Workshop Superintendent - 01

Foreman Instructor/ Lecturer W/s Practice - 04

Workshop Instructor - 09

Technicians (W/s) - 09

W/s Attendants- 10

After re-organization (as per the request of workshop staff) the proposed structure of posts will be as below:

Workshop Superintendent- 01 Technicians (W/s) 07

Foreman Instructor- 07 Lecturer W/s Practice- 01

Workshop Instructor- 09 W/s Attendant- 01

Further, the financial implication of this proposal will be as under:

Existing post structure - Rs.9,22,910/- per month

Proposed post structure- Rs.9,18,822/- per month

The detail of same is placed (**Annexure-XXVII, Page no. 165)**

The matter was put up in the 15th meeting of BOG vide agenda item no. 15.10 wherein it was decided to put up this item in the next finance committee meeting of the Institute.

Hence, the matter is placed before the Finance Committee for consideration and approval of the Re-organization of various posts of Central Workshop as submitted above and allow 100% promotion on these posts.

**Item no.27.15 Regarding promotion from previous date while giving the benefit of reservation to the post of Lab Superintendent – Sh. Gurmit Singh, Lab Superintendent.**

Sh. Gurmit Singh, Lab Superintendent has requested vide letter dated 08-07- 2011 to promote him to the post of Lab Superintendent as per Institute bye laws rule 4.3 while giving the benefit of reservation from previous date (**Annexure- XXVIII , Page no. 166-169)**

Rule 4.3 of Institute bye laws is reproduced as under:

“The posts in the pay scale with initial pay of Rs. 2200/- (unrevised) and above shall be filled up by direct appointment and promotion in the ratio of 3:1.”

In this Institute 11 posts of Technical Assistant (re-designated as Senior Technician) stand sanctioned. On the request of all Senior Technician including Sh. Gurmit Singh an agenda item was put up in the 11th meeting of Finance Committee vide agenda item No.11.19 to re-organize technical posts in which it was proposed to reduce the technical post from 22 to 19 and distribute these 19 post into 8 Lab Superintendent and 11 Technical Assistants. Copy of Agenda is attached (**Annexure-XXIX , Page no. 170-171)**

The item was approved in the 12th meeting of Finance Committee vide agenda item No.12.10 with the condition that cardinal principle of Bye laws i.e. 3:1 for direct recruitment to promotion shall remain applicable to Lab Superintendents as 100% promotion pertains to amendment of Bye laws and therefore the appropriate decision in respect of 100% promotion can only be taken at the BOG level.

Since as per bye-law 4.3 only 02 posts of Lab Supdt. were to be filled by promotion, Sh. Gurmeet Singh placed at Sr. no. 3 and Sh. Naresh Kumar placed at Sr. no. 2 of the seniority list of Senior Technicians have given their representation regarding their seniority which was sent to PSTE/IT, Punjab for guidance in this matter.

In the meantime all Senior Technicians including Sh. Gurmit Singh again represented for 100% internal promotion to the post of Lab Superintendent. An agenda item no.8.14 was put up in the 8th meeting of BOG, wherein it was proposed to promote all senior technicians who have complete 08 years of regular service in this institute. The item was approved and accordingly all Senior Technicians including Sh. Gurmeet Singh were placed as Lab Superintendent in the pay scale of Rs. 7880-13500 un- revised.

As per approval of Punjab Government vide memo No.02/24/2008-2TE2/1219 dated 05-04-2011**,** the final seniority list of Senior Technicians was issued vide order No.1303-15 dated 26-05-2011. In this seniority list Sh. Kulbir Singh (SC) is placed at S.No.1 and Sh. Gurmit Singh (SC) is placed at S.No.3 and Mr. Naresh Kumar (Gen.) is placed at S.No.2.

Sh. Gurmit Singh has requested that he belongs to SC category and as per previous policy i.e. as bye-law 4.3 and roster seniority he may be given promotion from the due date. Further, he has claimed that Mr. Kulbir Singh, who also belong to SC category was to be promoted to the post of Lab Supdt. on the basis of seniority being the senior most Senior Technician. Thereafter as he belongs to SC category it was his right to be promoted at serial no. 2. Therefore he claimed that he should be promoted to the post of Lab Supdt. from the retrospective date.

The complete case was sent to DTE/IT, Punjab vide this institute letter dated 02-05-2012 for further guidance. The office of DTE/IT, Punjab vide letter memo no. 3062/ S-2/ECC/2012 dated 06-12-2012 issued guidelines to take decision at Institute level as per rules/bye laws. Copy of DTE letter is attached (**Annexure- XXX , Page no.172)**

The matter was put up in the 15th meeting of BOG vide agenda item no. 15.11 wherein it was decided to put up this item in the next finance committee meeting of the Institute.

Hence, the matter is placed before the Finance Committee for consideration and appropriate decision please.

**Item no.27.16 Approval to give AGP of Rs. 12000/- to Professor and Grant of Pay Scale of**

**Rs.75, 000/- plus Special Allowance of Rs.5000/- per Month to Campus Director**

Dr. A.K. Tyagi, who is working as Professor in the Department of Applied Sciences, has requested to grant him AGP of Rs. 12000/- . His request is placed (**Annexure-XXXI, Page no. 173)**

Here it is informed that as per AICTE notification F.No:37-3/Legal/2010 dated New Delhi, the January 22, 2010, there is a provision to grant AGP of Rs. 12000/- to ten percent of the posts of Professors in a AICTE approved Institution, however, teachers appointed to the posts shall continue to be designated as Professor. Eligibility for appointment as a Professor in the Academic Grade Pay of Rs. 12000/- shall be as may be laid down by the AICTE, and such eligibility conditions shall, inter alia, include publications in peer reviewed/ refereed Research Journals, and the requirement of at least 10 years of teaching as Professor and post-doctoral work of a high standard.

Such higher grade pay of Rs. 12000/- exists in the institution where Director of the of the institute has been given pay of Rs.75,000/- plus Special Allowance of Rs.5000/- p.m as per notification issued by MHRD, Government of India, Department of Higher Education, Technical Section-II vide F. NO. 23-1/2008-TS.11 dated: 18" August, 2009. Whereas in our Institute, Director is drawing AGP of Rs. 10,000/-, plus a Special Allowance of Rs. 3000/- per month. If the Professors of the Institute are given Rs. 12000/- AGP, then the pay of campus Director will become less than his subordinates Professors.

Here it is worth mentioning that Director of NIT Jalandhar, SLIET Longowal, and Guru Nanak Dev Engineering College, Ludhiana have already been given the Revised Pay Scale of Rs.75, 000/- plus Special Allowance of Rs.5000/- per Month.

Keeping in view the above said facts, it is proposed to give AGP of Rs. 12000/- to ten percent of the posts of Professors and Pay Scale of Rs.75, 000/- plus Special Allowance of Rs.5000/- per Month to Director of the Institute from the date of revision of pay scale by MHRD, Government of India.

The matter was put up in the 15th meeting of BOG vide agenda item no. 15.13 wherein it was decided to put up this item in the next finance committee meeting of the Institute.

Hence, the matter is placed before the Finance Committee for consideration and approval please

**Item no.27.17 Counting of past service for pensionary benefits- Dr.A.P. Singh, Ex Professor Applied Chemistry**

Dr. A. P. Singh, Ex-Professor presently Dean (RIC), PTU, Jalandhar has requested vide letter dated 24-09-2013 that his service of GB Pant Engg. College, Pauri, Garhwal (Uttaranchal) from 04-09-1992 to 30-05-1995 may be counted for pensionary and other service benefits at this Institute. **(Annexure-XXXII-, Page no. 174).**

As per record Dr. A.P. Singh has joined as Assistant Professor (now re-designated as Associate Professor) in this Institute on 31-05-1995. He requested vide letter diary no. 2252 dated 25-08-1998 for transfer of service book from his previous employer for counting of his past service at this Institute. In this letter he also mentioned that his application for the above post was not sent through proper channel but he has submitted a NOC issued by his previous employer at the time of interview. Since NOC was not available in the record, he was asked vide letter dated 16-11-1998 to submit an attested copy of NOC.

He submitted the copy of required NOC on dated 17-05-2001. On the basis of his request, letter no. 2314 dated 22-06-2001 was sent to his previous employer to transfer his GPF deposit and service book to this Institute. Thereafter vide letter dated 19-02-2002 a demand draft worth Rs. 6519/- in respect to his GPF deposit and vide letter dated 13-02-2008 his service book was received from GB Panth College of Engg. Pauri, Garhwal.

It is pertinent to mention here that since he has not applied within 4 months after joining this Institute for getting his past service counted towards pension, as per the Institute bye-law rule 8.3.13 and 8.3.14, his request was rejected two times vide letter no. 5925 dated 31-10-2008 and letter no. 12873 dated 28-02-2009. The operative part of Institute Bye-Law in this regard is reproduced as under:-

**“An existing employee who has come over/joined the college service after rendering service in the Central /State Government/ autonomous body (provided the intervening period between leaving the service in the previous employment and joining the College service does not exceed 30 days) can get his past service counted towards pension if he refunds the terminal retirement benefits such as pension gratuity etc. received if any by him from such Government / autonomous body for the service rendered there to this college along with interest thereon as per rate of CPF prevalent in the College from time to time from the date of receipt of these benefits till the date of deposits with the college.**

**However the future entrants who join services in the College after serving in** **the Central Government / any state Government or any autonomous body established under the central state law shall have to give an application within four months of their joining in the college for getting their past service counted towards pension and they shall have to refund to the college the terminal retirement benefits such as pension gratuity C.P.F etc. received by item from the previous employer for the service rendered there to this college along with interest thereon as perorate of CPF prevalent in the interest thereon as perorate of CPF prevalent in the college from time to time from the date of receipt of these benefits till the date of deposit with the college and shall have to attach along with their application the bank draft of the required amount in application the bank draft of the required amount in lump sum falling which their past service shall not count for pensionary benefits .”**

Besides this, it is worth mentioning here that a letter vide memo no. 889/S-2/ECC/2010 dated 29-04-2010 was received from the Director, Technical Education & Ind. Training, Punjab for comments on the copy of his request dated 05-02-2010 for counting his previous service. A reply mentioning the above facts was sent to the DTE/IT, Punjab vide letter no. Est./SA-1/ 6787 dated 03-09-2010 but till date no reply has been received from the quarters.

Vide letter no. Est./SA-1/11274 dated 22-01-2010 his application was sent through proper channel for the post of Dean at PTU, Jalandhar. After his selection, on the directions of Punjab Govt. vide memo no. 2/93/2010-2TE2-2303 dated 28-05-2010 he was relieved from this Institute w.e.f. 31-05-2010 to join at PTU, Jalandhar while keeping his lien on the post of Professor for 01 year **(AnnexureXXXIII-, Page no. -175).**

Thereafter a letter bearing no. PTU/REG/32229 dated 14-12-2011 was received from PTU, Jalandhar mentioning that his probation period on the post of Dean was cleared w.e.f. 01-06-2011 and his service record may be transferred to PTU, Jalandhar, as a consequence his lien on the post of Professor was abolished and his post was declared vacant w.e.f. 01-06-2011 vide Institute office order no. 5834-38 dated 17-12-2012. Further vide letter no. Est./SA-1/5932-34 dated 21-12-2012 his service record/book was also transferred to his present employer and it was mentioned in this letter that since the official is serving at PTU, Jalandhar, the case for counting his previous service may be processed at PTU, Jalandhar **(Annexure-XXXIV, Page no. 176).**

It is mentioned here that his lien on the post of Professor was abolished w.e.f. 01-06-2011 and his service record has also been transferred to PTU, Jalandhar. Since it was not concomitant with Institute bye-law rule 8.3.13 and 8.3.14, his previous service at GB Pant College of Engineering was not considered for service benefits by the Institute.

The matter was put up in the 15th meeting of BOG vide agenda item no. 15.20(iii) wherein it was decided to put up this item in the next finance committee meeting of the Institute.

Hence, the matter is placed before the Finance Committee for appropriate decision please.

**Item No.27.18 Request of Dr. A.P. Singh, Ex-Professor for retirement from SBSSTC, Ferozepur**

Dr. A. P. Singh, Ex-Professor presently Dean (RIC), PTU, Jalandhar has requested vide letter dated 24-09-2013 that he may be retired from this Institute after counting his below mentioned total service of 19 years 8 months and 26 days **(Annexure-XXXII, Page no. -174).**

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| --- | --- | --- | --- | --- |
| **Institution** | **Designation** | **From** | **To** | **Service(in yrs)** |
| GB Pant Engg. College, Pauri - Garhwal | Lecturer | 04.09.1992 | 30.5.1995 | 2 yrs, 8 months & 26 days |
| SBSTC, Ferozepur | Assistant Professor | 31.5.1995 | 30.5.2003 | 8 years |
| -do- | Professor | 31.5.2003 | 31.5.2010 | 7 years |
| PTU, Jalandhar | Dean | 1.6.2010 | 31.5.2012  (lien period) | 2 years |

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As per record Dr. A.P. Singh has joined as Assistant Professor (now re-designated as Associate Professor) in this Institute on 31-05-1995. Since it does not conform to Institute bye-law rule 8.3.13 and 8.3.14, his previous service at GB Pant College of Engineering was not considered for service benefits at this Institute.

Vide letter no. Est./SA-1/11274 dated 22-01-2010 his application was sent through proper channel for the post of Dean at PTU, Jalandhar. After his selection, on the directions of Punjab Govt. vide memo no. 2/93/2010-2TE2-2303 dated 28-05-2010 he was relieved while keeping his lien on the post of Professor for 01 year from this Institute w.e.f. 31-05-2010 to join at PTU, Jalandhar **(Annexure-XXXIII, Page no. 175).**

afterwards a letter bearing no. PTU/REG/32229 dated 14-12-2011 was received from PTU, Jalandhar mentioning that his probation period on the post of Dean was cleared w.e.f. 01-06-2011 and his service record may be transferred to PTU, Jalandhar, as a consequence his lien on the post of Professor was abolished and his post was declared vacant w.e.f. 01-06-2011 vide Institute office order no. 5834-38 dated 17-12-2012. Further vide letter no. Est./SA-1/5932-34 dated 21-12-2012 his service record/book was also transferred to his present employer and it was mentioned in above letter that since the official is serving at PTU, Jalandhar, the case for counting his previous service may be processed at PTU, Jalandhar **(Annexure-XXXIV, Page no. 176).**

In this regard the Institute bye-law rule 8.3.3 is reproduced as below:

“Following are the general conditions which shall be fulfilled before service qualifies for pension:

First: the service must be under the College.

Second: the service must be paid by the College.”

It is mentioned here that his lien on the post of Professor was abolished w.e.f. 01-06-2011 and any employee cannot be confirmed at two places simultaneously. He was not in service with this Institute w.e.f. 31-05-2010 and the service was also not paid by the Institute. His total effective service period with this Institute is 15 yrs. i.e. from 31-05-1995 to 31-05-2010. Henceforth he was the employee of PTU, Jalandhar.

The matter was put up in the 15th meeting of BOG vide agenda item no. 15.20(iv) wherein it was decided to put up this item in the next finance committee meeting of the Institute.

Hence, the matter is placed before the Finance Committee for appropriate decision please.

**Item No.27.19 Providing benefit of unrevised pay scale of Rs. 5800-9200 w.e.f. 08-07-2003 and revised pay band of Rs. 10300-34800+3800 GP w.e.f. 01-01-2006-Smt. Indu Bala, Assistant Librarian.**

oki d/ ;N/N wB/i?v fJzihBhnfozr ekbiK d/ fgqz;hgbK dh ;KM/ w[Zfdnk s/ j'Jh whfNzr ;pzXh c?;bk I' fe vkfJo?eNo, seBheh f;Zfynk ns/ T[d:'fre f;ybkJh ftGkr, gzikp uzvhrVQ d/ gZso whw' BzL 206^210$JhH;hH;hH$2013 fwsh 14$2$2013 okjhA gqkgs j'fJnk j? ns/ fi;dh ;z;EK dh 12th phHUHih dh whfNzr d/ nizvk nkfJNw BzL12H15 okjhA gqtkBrh fbZsh rJh j? nB[;ko, ;jkfJe bkfJpq/ohonB (;aqh wsh fJzd{ pkbk) B{z fwsh 11^3^2013 s' nD^fotkfJiv 5800^9200 fotkfJiv ;e/b 10300^34800+3800 dk ;e/b ;z;EK d/ dcsoh j[ew Bzpo 1125^26 fwsh 21$5$2013 okjhA fdZsk frnk ;h (**nB[br^XXXV^^g/I BzL177)**

;pzXs eowukoD B/ p/Bsh gZso fwsh 31$5$2013 okjhA p/Bsh ehsh j? fe T[;dh bkfJpq/oh ;jkfJe s' ;jkfJe bkfJpq/ohonB dh gZd T[BZsh dh fwsh 8$7$2003 s' nD^fotkfJiv 5800^9200 fotkfJiv ;e/b 10300^34800+3800 dk ;e/b fdZsk ikt/ (**nB[br^XXXVI^g/I BzL178 179)**

;z;EK d/ gZso BzLnwbk^2$10460 fwsh 29$12$2008 okjhA p/nzs ekbi nkc fJziL n?Av N?eBkb'ih, r[odk;g[o gk;' ;jkfJe bkfJpq/ohonB d/ g/ ;e/b ;pzXh ikDekoh wzrh rJh ;h . p/nzs ekbi nkc fJziL n?Av N?eBkb'ih, r[odk;g[o B/ gZso BzL20 fwsh 7$1$2009 okjhA fbfynk j? fe T[BQK dh ;z;EK fty/ ;jkfJe bkfJpq/ohonB dk sBykj ;e/b 5800^9200 j? (**nB[br^XXXVII^^g/I BzL180).**fJ; s' fJbktk frnkBh i?b f;zx ekbi nkc fJziL n?Av seBkb'ih, pfmzvk B/ dcsoh j[ew BzL7270^7275 fwsh 23$12$2004 ftZu ;jkfJe bkfJpq/ohonB dk g/ ;e/b 5800^9200 do;kfJnk j? **(nB[br^XXXVIII^^g/I BzL181)**

;' T[go'es d/ ;Bw[Zy ;pzXs eowukoD B{z fJj nzvoN/fezr b?D T[gozs fe T[j fJ; ;pzXh pDdk J/ohno eb/w BjhA eo/rh ns/ Bk jh fe;/ fe;w dh ekB{zBh ekotkJh eo/rh, ps'o ;jkfJe bkfJpq/ohonB gZd T[BZsh dh fwsh 8$7$2003 s' 5800^9200 dk ;e/b ftZu sBykj fce; eod/ j'J/ w'i{dk fwsh s' bkG d/ fdZsk ikt/ .

T[go'es w[ezwb e/; ;z;Ek dh 14th phHUHih dh whfNzr ftZu nizvk nkJhNw 14H22 d/ sfjs oZfynk frnk ;h, fi; ftZu fJj c?;bk fbZsk frnk ;h fe fJj e/; ;z;Ek dh nrbh ftZs ew/Nh ftZu oZfynk ikt/ .

;' T[go'es w[ezwb e/; ftZs ew/Nh d/ ftZuko fjZs g/;a j? ih .

**Item no.27.20 Providing benefit of revised pay band of Rs. 15600-39100+5400 GP from the date of promotion i.e. 05-12-2008- Sh. Parminder Pal Singh,**

**Foreman Instructor.**

oki d/ ;N/N wB/i?v fJzihBhnfozr ekbiK d/ fgqz;hgbK dh ;KM/ w[Zfdnk s/ j'Jh whfNzr ;pzXh c?;bk I' fe vkfJo?eNo, seBheh f;Zfynk ns/ T[d:'fre f;ybkJh ftGkr, gzikp uzvhrVQ d/ gZso whw' BzL 206^210$JhH;hH;hH$2013 fwsh 14$2$2013 okjhA gqkgs j'fJnk j? ns/ fi;dh ;z;EK dh 12th phHUHih dh whfNzr d/ nizvk nkfJNw BzL12H15 okjhA gqtkBrh fbZsh rJh j? nB[;ko, ;aqh gofwdzo gkb f;zx, c'ow?B fJz;NoeNo B{z fwsh 11^3^2013 s' fotkfJiv ;e/b 15600^39100+5400 dk ;e/b ;z;EK d/ dcsoh j[ew Bzpo 1022 fwsh 15$5$2013 okjhA fdZsk frnk ;h (**nB[br^XXXIX g/I 182)** .

;pzXs eowukoh B/ p/Bsh gZso fwsh 17$5$2013 okjhA p/Bsh ehsh j? fe fwsh 5^12^2008 s' fotkfJiv ;e/b 15600^39100+5400 ftZu sBykj fce; ehsh ikt/ (**nB[br^XL g/i183 185)**

fJ; ;pzXh ;gZ;aN ehsk iKdk j? fe gzikp ;oeko(sHf;HUHf;HftH,gzikp) dh B'Nhfce/;aB fwsh 29$3$2001 nB[;ko c'ow?B fJz;NoeNo dh n;kwh dk sBykj ;e/b nD ;'fXnk 7880^13500 w[ZYbh sBykj 8000$^ j? **(nB[br^XLI g/i186 190)**

;' T[go'es d/ ;Bw[Zy ;pzXs eowukoh B{z fJj nzvoN/fezr b?D T[gozs fe T[j fJ; ;pzXh pDdk J/ohno eb/w BjhA eo/rk ns/ Bk jh fe;/ fe;w dh ekB{zBh ekotkJh eo/rk, ps'o c'ow?B fJz;NoeNo gZd T[BZsh dh fwsh 5$12$2008 s' nD ;'fXnk 7880^13500 ns/ ;'fXnk ;e/b 15600^39100+5400 ftZu sBykj fce; eod/ j'J/ w'i{dk fwsh s' bkG d/ fdZsk ikt/ .

T[go'es w[ezwb e/; ;z;Ek dh 14th phHUHih dh whfNzr ftZu nizvk nkJhNw 14H23 d/ sfjs oZfynk frnk ;h, fi; ftZu fJj c?;bk fbZsk frnk ;h fe fJj e/; ;z;Ek dh nrbh ftZs ew/Nh ftZu oZfynk ikt/ .

;' T[go'es w[ezwb e/; ftZs ew/Nh d/ ftZuko fjZs g/;a j? ih .

**Item No 27.21 Purchase of College Vehicle to be used as Ambulance/Multi Purpose Vehicle**

It was decided in the 15th BOG meeting (vide agenda item no.15.20 (ii) sub item D) to purchase a Maruti Van Ambulance **(Annexture XLII page 191**-**192)** However a meeting was held by the Chairman BOG  **w**ith HODs on 07/12/2013 in his office and in the meeting, it was decided to purchase a Mahindra XYLO as MUV/ambulance to cater the need of ambulance as well as for the general purpose **(Annexture XLIII page no.193)** This is also mentioned here that for various academics works like Training and Placement, Sports, Extra Curricular Activities the staff and student frequently visited many places. The MUV XYLO will cater to the above need also. It’s one seat will be modified for ambulance purpose.

The vehicle will be purchased from the company directly at special Govt price of Rs. 820874/- (ex Factory) for the Mahindra Euro-4, XYLO, Model (H4 ABS BS4). Proforma invoice No. CHD/F14/532 dt 06.01.2014 received from Mahindra & Mahindra Ltd., Mahindra Towers, Admin Building, Akurli Road, East Mumbai through their Regional Office at S.A.S. Nagar Mohali is attached as **(Annexture XLIV page no194).**

As mentioned by the company the prices quoted are Ex-Plant Nasik and as per Charitable/special Govt. Price exist as on date. In addition to the listed price of the vehicle, some expenditure will be incurred on insurance , registration charges and accessories. Therefore permission may please be given to use Rs 9.5 Lacs Approx. from the savings of the Institute.

The matter is placed before the Finance Committee for appropriate decision Please

**ITEM No. 27.22: Development of Park & Playing Courts, Laying of Walking Track and Providing of Furniture in the New Girls Hostel**

An agenda item no. 15.5 was put up in the 15th meeting of the Building & Works Committee, for the development of park and playing grounds in the new girls hostel. Principally, the tem was approved and further it was decided that PWD (B&R) will prepare the “detailed estimates for this item and get it checked from the office of Technical Advisor to the Hon’ble Chief Minister Punjab before execution of work”.

1. Accordingly, vide letter no. 2845 dated 08/01/2014 (**Annexure XLV, pages 195-198**) , PWD (B&R) Provincial Div. Ferozepur has provided estimate amounting to Rs **15.72** lacs for arranging funds and for administrative approval.. After discussion with PWD (B&R), it is proposed to execute this work at institute level by following institute purchase procedure since the work is of a petty nature.
2. Additionally, an approximate amount of Rs **1.00 lacs** would be required for plantation and other associated works to be executed at institute level, for the development of a park with trees and other ornamental plants.
3. For providing of necessary essential furniture items in the mess and common areas of this new girls hostel, an approximate amount of Rs **8.00 lacs** is proposed to be used by following institute purchase procedure.
4. For laying of playing courts (Badminton/Volley Ball/Basket Ball) inside the new girls’ hostel, an approximate amount of Rs **12.00 lacs** is proposed to be used.

**The matter is placed before the Finance Committee for approval to execute the above said three works at a total cost of Rs 36.72 lacs (Rs 15.72 lacs as per PWD estimate for walking track, Rs 1.00 lac for plantation, Rs 8.00 lacs for furniture and Rs 12.00 lacs for playing courts), at institute level from the approved budget of the boys & girls hostel for the financial year 2013-14, by following purchase procedure of the institute.**

**Item No.27.04 Re-appropriation of funds during the year 2012-13.**

The budget estimate of SBSCET, Ferozepur were approved by the Finance Committee during 24th meeting held on 19.04.12 for **Rs 3013.76 Lacs** . The actual expenditure for the year is **Rs 1974.73 Lacs** .Many activities of EW,PW and MW such as advertisement, securities services, Horticulture, Maintance, Electcity bill are commons The following re-appropriation of funds during the year 2012-13 has been carried out with the approval of Principal in pursuance of the college bye laws rule no. 13.20.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sr. no.** | **Particular** | **EW** | | | | **PW** | | | | **MW** | | | |
|  |  | Approved budget for Year 2012-13 (in lacs) | Actual expdt.  For year 2012-13 (in lacs) | Plus  (in lacs) | Minus (in lacs) | Approved budget for the year 2012-13 (in lacs) | Actual expdt.  For the year 2012-13 (in lacs) | Plus  (in lacs) | Minus (in lacs) | Approved budget for the year 2012-13 (in lacs) | Actual expdt.  For the year 2012-13 (in lacs) | Plus  (in lacs) | Minus (in lacs) |
| **A Non Recurring (MISC Account)** | | | | | | | | | | | | | |
| 1 | Machinery & Equipments for Lab, Work shop, Computer Labs etc. | 175.20 | 31.76 | 143.44 | 00 | 40.00 | 12.39 | 27.61 | 00 | 16.00 | 7.47 | 8.53 | 00 |
| 2 | Enhancement of Elecy. Load, New parking area and new cable, up gradation of indoor sub station, roads repair/ recarpeting. | 150.00 | 00 | 150.00 | 00 | 00 | 00 | 00 | 00 | 00 | 00 | 00 | 00 |
| 3 | Const. of Lect. Hall and Tutorial Rooms & Remodeling of Hostel Toilet Blocks | 271.71 | 221.45 | 50.26 | 00 | 00 | 00 | 00 | 00 | 00 | 00 | 00 | 00 |
| 4 | Furniture & Fixtures | 13.00 | 9.26 | 3.74 | 00 | 15.00 | 8.19 | 6.81 | 00 | 20.00 | 00 | 20.00 | 00 |
| 5 | Library Expenditure/Books | 13.60 | 12.57 | 1.03 | 00 | 5.00 | 00 | 5.00 | 00 | 5.00 | 00 | 5.00 | 00 |
| 6 | Office/Hostel Equipments | 10.00 | 2.43 | 7.57 | 00 | 5.00 | 00 | 5.00 | 00 | 5.00 | 00 | 5.00 | 00 |
|  | **Total** | **633.51** | **277.47** | **356.04** | **00** | **65.00** | **20.58** | **44.42** | **00** | **46.00** | **7.47** | **38.53** | **00** |
| **B (a) Recurring (GIA Account)** | | | | | | | | | | | | | |
| 7 | Salary/Allowances/ Medical reimbursement, CPF/GPF Contributions & Pensionary benefits | 997.18 | 986.09 | 11.09 | 00 | 122.62 | 77.75 | 44.87 | 00 | 71.19 | 22.99 | 48.20 | 00 |
| 8 | TA/DA & LTC | 6.00 | 2.90 | 3.1 | 00 | 0.50 | 0.21 | 0.29 | 00 | 0.50 | 00 | 0.50 | 00 |
| 9 | Wages of Security staff | 50.00 | 35.51 | 14.49 | 00 | 0 | 00 | 00 | 00 | 0.00 | 00 | 00 | 00 |
| 10 | Leave encashment, Gratuity, Ex- gratia | 12.00 | 9.61 | 2.39 | 00 | 0 | 00 | 00 | 00 | 0.00 | 00 | 00 | 00 |
| 11 | Arrear of revised pay scale payable to teaching and non teaching staff | 100.00 | 82.03 | 17.97 | 00 | 0 | 00 | 00 | 00 | 0 | 00 | 00 | 00 |
|  | **Total** | **1165.18** | **1116.14** | **49.04** | **00** | **123.12** | **77.96** | **45.16** | **00** | **71.69** | **22.99** | **48.70** | **00** |
| **(MISC Account)** | | | | | | | | | | | | | |
| 12 | Horticulture & Land scaping | 7.00 | 0.74 | 6.26 | 00 | 2.00 | 00 | 2.00 | 00 | 2.00 | 00 | 2.00 | 00 |
| 13 | Insurance of college vehicle | 2.50 | 0.82 | 1.68 | 00 | 0.00 | 00 | 00 | 00 | 0.00 | 00 | 00 | 00 |
| 14 | Maintenance of Buildings | 40.00 | 29.47 | 10.53 | 00 | 5.00 | 00 | 5.00 | 00 | 5.00 | 00 | 5.00 | 00 |
| 15 | Maintenance of Machinery equipment | 6.00 | 7.24 | 00 | 1.24 | 1.00 | 00 | 1.00 | 00 | 1.00 | 00 | 1.00 | 00 |
|  |  |  | | | |  | | | |  | | | |
|  |  |  | | | |  | | | |  | | | |
|  |  | EW | | | | PW | | | | MW | | | |
|  |  | Approved budget | Actual expdt. | Plus  (in lacs) | Minus (in lacs) | Approved budget | Actual expdt. | Plus  (in lacs) | Minus (in lacs) | Approved budget | Actual expdt. | Plus  (in lacs) | Minus (in l  acs) |
| 16 | Office expenditure | 4.00 | 4.64 | 00 | 0.64 | 0.00 | 00 | 00 | 00 | 0.00 | 00 | 00 | 00 |
| 17 | Postage & Telegraph | 1.00 | 0.32 | 0.68 | 00 | 0.50 | 00 | 0.50 | 00 | 0.00 | 00 | 00 | 00 |
| 18 | Raw materials & Consumables | 3.00 | 2.40 | 0.60 | 00 | 1.00 | 0.24 | 0.76 | 00 | 0.50 | 00 | 0.50 | 00 |
| 19 | Telephone expenditure | 1.50 | 0.52 | 0.98 | 00 | 0.50 | 00 | 0.50 | 00 | 0.00 | 00 | 00 | 00 |
| 20 | Vehicle repair & maintenance | 14.50 | 8.24 | 6.26 | 00 | 0.00 | 00 | 00 | 00 | 0.00 | 00 | 00 | 00 |
| 21 | Trg. & Placement, Dev. of Seminar hall, conference hall, committee room. & salary of TPO office | 40.00 | 12.28 | 27.72 | 00 | 7.00 | 0.39 | 6.61 | 00 | 2.00 | 0.05 | 1.95 | 00 |
| 22 | TA/DA to experts | 0.70 | 0.59 | 0.11 | 00 | 0.30 | 00 | 0.30 | 00 | 0.30 | 00 | 0.30 | 00 |
| 23 | Conference & Seminar, Membership | 5.00 | 1.44 | 3.56 | 00 | 1.00 | 00 | 1.0 | 00 | 1.00 | 00 | 1.00 | 00 |
| 24 | Water & Electricity | 90.00 | 88.09 | 1.91 | 00 | 5.00 | 00 | 5.0 | 00 | 5.00 | 00 | 5.00 | 00 |
| 25 | Insurance of Building, Machinery & Equip. | 6.00 | 00 | 6.00 | 00 | 0.00 | 00 | 00 | 00 | 0.00 | 00 | 00 | 00 |
| 26 | News papers and periodicals | 1.00 | 0.74 | 0.26 | 00 | 0.50 | 00 | 0.50 | 00 | 0.50 | 00 | 0.50 | 00 |
| 27 | Provision for TEQIP Ph-II | 4.46 | 00 | 4.46 | 00 | 0 | 00 | 00 | 00 | 0 | 00 | 00 | 00 |
|  | **Total** | **226.66** | **157.53** | **71.01** | **1.88** | **23.80** | **0.63** | **23.17** | **00** | **17.30** | **0.05** | **17.25** | **00** |
| **(Student Activity Account)** | | | | | | | | | | | | | |
| 28 | Sports expenses | 5.50 | 1.78 | 3.72 | 00 | 2.00 | 0.50 | 1.50 | 00 | 1.00 | 00 | 1.00 | 00 |
| 29 | Annual function and annual sports/Convocation | 4.00 | 2.76 | 1.24 | 00 | 1.00 | 00 | 1.00 | 00 | 0.50 | 00 | 0.50 | 00 |
| 30 | Printing of stationery / Souvenir /broachers and prospectus etc. | 8.00 | 6.79 | 1.21 | 00 | 3.00 | 1.44 | 1.56 | 00 | 0.50 | 0.02 | 0.48 | 00 |
| 31 | Health centre, Salary of Dispensary Staff and Medicines | 12.00 | 11.16 | 0.84 | 00 | 2.00 | 00 | 2.00 | 00 | 1.00 | 00 | 1.00 | 00 |
| 32 | Advertisement & Publicity | 9.00 | 9.16 | 00 | 0.16 | 5.00 | 4.25 | 0.75 | 00 | 5.00 | 3.61 | 1.39 | 00 |
| 33 | Generator set (Diesel & repair) | 22.50 | 0.86 | 21.64 | 00 | 00.00 | 00 | 00 | 00 | 0.00 | 00 | 00 | 00 |
| 34 | Entertainment to guests | 2.50 | 1.58 | 0.92 | 00 | 00.00 | 00 | 00 | 00 | 0.00 | 00 | 00 | 00 |
| 35 | Innovative Project | 5.00 | 00 | 5.00 | 00 | 2.00 | 00 | 2.00 | 00 | 0.00 | 00 | 00 | 00 |
| 36 | Boys and Girls hostels | 550.00 | 250.00 | 300.00 | 00 | 0 | 00 | 00 | 00 | 00 | 00 | 00 | 00 |
|  | **Total** | **618.50** | **284.09** | **334.57** | **0.16** | **15.00** | **6.19** | **8.81** | **00** | **8.00** | **3.63** | **4.37** | **00** |