

**Minutes of 1st Finance Committee Meeting
(As a Central University) held on 10th
December, 2007 to 20th Finance Committee
Meeting held on 20th October 2020.**

**RAJIV GANDHI UNIVERSITY
RONO HILLS, DOIMUKH 791112
ARUNACHAL PRADESH**

RAJIV GANDHI UNIVERSITY
RONO HILLS, ITANAGAR

*Minutes of the 1st Finance Committee Meeting (As a Central University) held on
10th December, 2007*

The 1st Finance Committee meeting of Rajiv Gandhi University, Itanagar (As a Central University) was held on 10th December 2007 at 10.00 A.M in the "Conference Room" of University Grants Commission Office, New Delhi. The following members attended the meeting.

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|---|---|
| 1. Prof. K.C. Belliappa
Vice-Chancellor, Rajiv Gandhi University | (In Chair) |
| 2. Dr. R.K. Chauhan
Secretary, UGC, New Delhi | Member |
| 3. Dr. Kalyan Kumar
Director, NERIST (Deemed University)
Nirjuli, Arunachal Pradesh | Member |
| 4. Prof. Tamo Mibang
Pro-Vice-Chancellor, Rajiv Gandhi University | Member |
| 5. Shri R.S. Mathrani, IA & AS
Finance Officer, Delhi University, Delhi | Member |
| 6. Prof. J.C. Soni
Dean, Faculty of Education
Rajiv Gandhi University | Member |
| 7. Shri J.R. Aggarwal
Deputy Secretary (IFD), New Delhi | Representing Shri S.K. Ray
Financial Advisor
MHRD, New Delhi |
| 8. Shri S.S. Mahlawat
Under Secretary
MHRD, New Delhi | Representing Shri Sunil Kumar
Joint Secretary, MHRD
New Delhi |
| 9. Shri Stephen Hongray
Finance Officer
Rajiv Gandhi University | Ex-Officio Secretary |

FC: 1.01: To confirm the minutes of the 41st and 42nd Meeting of the Finance Committee held on 11.12.2006 and 31.03.2007

The minutes of the meeting were circulated amongst the members of the Committee and no comments have been received so far.

The Committee noted that *Rajiv Gandhi University, Itanagar* was converted from a State to a Central University on 9th April 2007. As the 41st and 42nd Finance Committee meetings took place while the University was a State University, confirmation of the minutes by the present Committee, constituted on conversion of *Rajiv Gandhi University* to a Central University, is not required.

FC: 1.02: To accept Action Taken Report (ATR) on the 41st & 42nd Meeting of the Finance Committee held on 11.12.2006 and 31.03.2007

The Action Taken Report is placed at Annexure – A & B.

The ATR is recorded. However, for the same reasons as noted above, acceptance of the same by the present Finance Committee is not required.

FC: 1.03: To accept the Annual Accounts for the Financial Year, 2006-07

The Annual Accounts of the University for the Financial Year 2006-07, comprising of Receipt and Payment Account, Income & Expenditure Account and Balance Sheet has been prepared and is placed at Annexure C.

The Committee noted that during the financial year 2006-2007, the University was a State University and hence the accounts for the year 2006-2007 does not need to be approved by the present Finance Committee. The Committee recommends that the accounts for the year 2006-2007 may be forwarded to the State Government for necessary action.

FC: 1.04: To consider the Budget Estimate for the financial year 2008-09

Budget Estimate of the University for the Financial Year 2008-09 and Revised Estimate for 2007-08 has been prepared is placed at Annexure – D.

The Committee after deliberation approved the Revised Estimate (Non-Plan) for 2007-2008 for Rs. 1246.83 lakh, which includes an amount of Rs.120.60 lakh as One time Special Grant, for Purchase of Vehicles, Payment of arrears of DA, Backlog Gratuity Fund Contribution and facilities for Bio-informatics Centre. The amount proposed as one time grant should be reflected in the RE 2007-2008.

The Committee approves Budget Estimate (Non-Plan) 2008-09 for Rs. 1300.00 lakh.

FC: 1:05: To consider the recommendations of the Pension Committee

On conversion of the University from a State to Central University, a committee was constituted to examine the feasibility of extending pension benefits to the employees of the University. The report submitted by the Committee is placed at Annexure - E.

The Committee noted that as per Govt. of India new pension rules, GPF cum Pension under CCS (Pension) Rules 1972 is not applicable to Central Government employees recruited after 1.1.2004. As the University employees were covered under the CPF scheme just prior to the conversion from a State to a Central University, i.e., 9.4.2007, GPF cum Pension to the employees under CCS (Pension) Rules 1972 cannot be extended.

FC: 1:06: To consider payment of full pay and allowance in respect of contract employees

Over a period of six years, Rajiv Gandhi University had appointed 22 persons on contract basis at various posts against the regular created posts, based on urgent requirements. They are paid a lump sum amount equivalent to basic pay + Dearness Pay as pay and their contract is renewed every six month with a day's break. They are not entitled for any leave except for Casual Leave. All these employees are found to be competent and doing their duties satisfactorily.

In view of the above, it is proposed that the contract employees may be paid full pay and allowances and their contract may be renewed for one year at a time. In that case, they may also be allowed Earned Leave and Half Pay Leave as admissible to regular employees.

After deliberation, the Committee decided that status quo may be maintained.

FC: 1:07: To consider rules/guidelines for regulating Over Time Allowance/Allowance to Office staff.

In accordance with the resolution of the Executive Council in its 28th meeting held on 12 March 1999, eligible University employees were drawing over time allowance at a rate of Rs.10/- per hour. On conversion to Central University, since Govt. of India has discouraged payment of OTA to Office staff except operational Staff, a section of the employees who are required to work beyond working hours and attend office on holidays are deprived of the incentive.

In order to explore the possibility of compensating for the extra duty performed by such employees, a committee was constituted to look into the issue. The recommendation of the Committee is placed at Annexure - F.

The Finance Committee recommends that OTA/Allowance to staff may be regulated as per Central Govt. rules, as applicable.

FC: 1:08: To consider rules/guidelines for deciding entitlement and use of residential land phone and mobile phone of University officers

A committee was constituted for framing rules/guidelines for deciding entitlement and use of residential land phone and mobile phone by University officers in the light of Govt. of India Notification No.7(14)/2006-C&A/2006 dated 14th November 2006. The recommendation of the Committee is placed at Annexure - G.

The Finance Committee recommends that telephone entitlements may be regulated as per Central Govt. rules, as applicable.

FC: 1:09: To consider the rules/guidelines framed for specialized medical treatment outside the State.

The employees of the University were drawing medical allowance @ Rs.400/- per month in lieu of outpatient medical reimbursement claims. For hospitalization cases, the University reimburses the expenditure incurred for self and dependent family members. In view of conversion of the University into Central University and as there is no provision for fixed medical allowance as per Govt. of India rule, medical allowance has been withdrawn w.e.f. October 2007 and claims regulated as per rules.

As there is no specialized Hospital within Itanagar, for any serious case, one has to depend on specialized hospitals in other parts of the country. In order to streamline treatment outside the state, a committee was constituted for framing rules/guidelines for evolving methods to be adopted for extending facilities to employees for specialized medical treatment in selected hospitals outside the state, signing of MoU with the concerned hospitals, etc. The recommendation of the Committee is placed at Annexure - H.

The Finance Committee recommends that specialized medical treatment facilities may be regulated as per CCS Medical Attendance Rules, as applicable.

FC: 1:10: To consider creation of 5 (five) Contingency posts at consolidated pay of Rs.1430/- p.m. each.

In view of filling up of statutory officers posts in the University along with upgradation of Guest House and addition of Hostel Seats, 5 (five) contingency posts is urgently required.

The Finance Committee considered the proposal and recommends to EC for approval.



FC: 1:11: To consider creation of teaching positions in the Department of Mass Communication

The Academic Council in its 17th meeting held on 4th April, 2006 (vide item AC:17:31) recommended for starting of two years PG degree programmes in the Department of Mass Communication w.e.f. the session 2008-09. At present the Department is running PG Diploma course with the help of the only regular faculty member. For starting the degree courses, the following teaching and non-teaching posts needs to be created:

Sl. No.	Post	No. of posts	Scale of pay	Approx. Annual Expenditure
1.	Professor	01	Rs.16400-450-20900-500-22400/-	Rs.4,64,256/-
2.	Reader	02	Rs.12000-420-18300/-	Rs.6,86,160/-
3.	Lecturer	04	Rs. 8000-275-13000/-	Rs.9,31,680/-
4.	Steno Gr.III	01	Rs. 4000-100-6000/-	Rs.1,20,000/-
5.	Peon	01	Rs. 2550-55-2660-60-3200/-	Rs.85,000/-

In addition to the above, one post of Editing Assistant in the scale of pay of Rs.5500-175-9,000/- and Media Lab Assistant in the scale of pay of Rs.4000-100-6000/- are required to be created for looking after the Laboratory. The Recruitment Rules of both the posts are given at Annexure - I. The approximate annual expenditure would be Rs.1,78,000/ and Rs.1,20,000/- respectively

Finance Committee recommends that the proposal for creation of teaching positions in the Department of Mass Communication may be taken up as a proposal in the UGC XI Plan.

FC: 1: 12: To consider creation of teaching positions in the Department of Hindi

The Department of Hindi is having the following faculty strength:

- | | |
|--------------|------|
| 1. Professor | : 01 |
| 2. Reader | : 02 |
| 3. Lecturer | : 03 |

With the existing strength of teaching staff, it is difficult to run the academic programmes in the Department of Hindi. The Department has around 80 students. As per UGC norms, a Department must have 01 Professor, 02 Readers and 06 Lecturers. For smooth functioning of the Department, it is proposed to create 03 more posts of Lecturers in the scale of pay of Rs.8000-275-13000/-. The approximate annual expenditure would be Rs.6,98,760/-.

Finance Committee recommends that the proposal for creation of teaching positions in the Department of Hindi may be taken up as a proposal in the UGC XI Plan.

FC: 1:13: To consider enhancement of remuneration for the Study Centres of Centre for Distance Education, Rajiv Gandhi University

A committee was constituted to examine the remuneration for the Study Centres of Centre for Distance Education, Rajiv Gandhi University. The recommendation of the Committee is placed at Annexure - J.

After deliberation, the Finance Committee approved the recommendation of the Committee for the enhanced rates of remuneration to the Study Centres of the Centre for Distance Education, Rajiv Gandhi University. However, the proposal for retention of 30 % of the Admission Fees and proceeds from the sales of Prospectus by the Study Centres from the academic session 2008-09 is not approved.

FC: 1:14: To consider taking up of Civil Construction works as recommended by the 1st Building Committee from the advance grant allotted under UGC XI Plan.

The first meeting of Building Committee held on 17.10.2007 recommended the following construction items to be taken up during the financial year 2007-08 out of the UGC's advance XI Plan Development Grant (Copy of minutes of 1st Building Committee at Annexure - K).

Sl. No.	Name of Work	Estimated Cost (Rupees in lakh)	Initial Allotment (Rupees in lakh)
1	Convention Centre		
2	Faculty of Social Sciences & Education	1000.00	100.00
3	Men's Hostel & Women's Hostel		
	a) Men's' Hostel = 02 Nos.	888.00	100.00
	b) Women's Hostel = 02 Nos.		
4	Teaching and Non-Teaching Quarters		
	a) 20 Units of Type - IV (Duplex) model	322.00	150.00
	b) 4 Units of T-IV	42.00	
	c) 8 Units of T-III	78.23	
5	Health Centre	50.00	50.00
6	Boundary Wall	200.00	50.00
7	Day Care Centre	25.00	25.00
8	Gallery and Pavilion	100.00	100.00
9	Basic Facilities for Women	53.00	53.00
Grand Total		3493.23	703.00

Finance Committee approved taking up of Civil Construction works as recommended by the 1st Building Committee, subject to allotment of funds for the purpose by UGC.

FC: 1:15: To consider authorizing Vice Chancellor powers to approve for execution of minor construction Works.

Apart from annual repairs and maintenance work, there is a requirement of taking up minor works, such as, Bus Waiting Shed, Garage etc., from time to time. As per the present norms all proposal for construction works needs to be referred to the Building Committee for accord of administrative approval. This process not only delays the implementation of works of urgent nature but also creates administrative problems at times in spite of having the resource and also likely surrender of fund, which is to be spent within the financial year.

In view of the above, the Vice-Chancellor of the University may be delegated financial power albeit with a ceiling for sanctioning works of minor nature, which may be later ratified by the Building Committee. Hence, the VC may be delegated financial power up to Rs. 2.00 lakh for sanctioning minor works.

The Finance Committee considered the proposal and recommends to EC for approval.

FC: 1:16: To consider for revised estimates for the following construction works

- (a) The 29th Building Committee had approved Rs 80,000/- only for the work "Providing & Fixing Chain link Fencing including Gate around The Recreational Centre Cum Office for RGUEA". The same was approved by the 54th EC meeting on 31st March'07. The amount provided was a lump sum amount. The actual cost of construction was Rs 1,23,500/-
- (b) The work for the "Construction of Residential Accommodation for Kitchen attendant in the Newly Constructed Guest House" was sanctioned for an estimated cost of Rs.3,84,555/-. However, the actual cost of construction was Rs 4,86,729/-. The increase in the cost has occurred due to providing of lower cost index of 190% over DPAR-92 in place of 247 %.

The Finance Committee considered the proposal and recommends to EC for approval.

FC: 1:17: Items for ratification by FC

- (a) To consider re-allocation of fund under Campus Development

The 25th Building Committee meeting held on 28.8.2006 approved the work of "Construction of Park including Electrification, Foot path etc in front of Administrative Block" for Rs 2.57 lakh against UGC Development Grant X Plan. The 49th E.C had also approved the same. A detail drawing for the park proposed was prepared by the Senior Architect, PWD A.P and since the cost was likely to be much more than the earlier proposed cost, it was decided to utilise the amount of Rs 2.57 lakh for the work "Renovation of the Existing Children Park at RGU.

- (b) To consider ratification for some minor construction works undertaken/to be undertaken

Due to urgency of requirements, the competent authority has accorded administrative approval for undertaking the following minor construction works from the fund allotted under maintenance grant.

Sl. No.	Name of Minor work	Estimated cost (in Rupees)
1	Construction of 25 numbers Garbage Bins at RGU	2,38,000.00
2	Construction of Bus Stand near University Library	50,000.00
3	Extension of Toilet & Bathroom for Lohit Hostel	1,10,000.00

The Finance Committee ratified the above administrative decisions taken and recommends to EC for approval.

As there was no other item for discussion, the meeting ended with vote of thanks from and to the chair.

(Stephen Hongray)
Finance Officer



MINUTES
OF THE
SECOND
MEETING OF FINANCE COMMITTEE
HELD ON
AUGUST 21, 2008

RAJIV GANDHI UNIVERSITY
RONO HILLS ITANAGAR - 791112
ARUNACHAL PRADESH

08
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RAJIV GANDHI UNIVERSITY
RONO HILLS, ITANAGAR

**MINUTES OF THE 2nd FINANCE COMMITTEE MEETING HELD ON
21st AUGUST 2008**

The 2nd Finance Committee meeting of Rajiv Gandhi University, Itanagar was held on 21st August 2008 at 1200 hrs. in the Conference room of Association of Indian Universities, New Delhi. The following members attended the meeting -

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|----|--|----------------------|
| 1. | Prof. J. C. Soni, Director, Institute of Distance Education, Rajiv Gandhi University | (In Chair) |
| 2. | Dr. Renu Batra, Joint Secretary
(Representative of Additional Secretary, UGC) | Member |
| 3. | Prof. M. Hussain
Director I/C, NERIST (Deemed University)
Nirjuli, Arunachal Pradesh | Member |
| 4. | Mr. R. D. Sahay
Director, (Representative of Jt. Secy. MHRD) | Member |
| 5. | Mr. Joseph Antony
D O, (Representative of JS & FA (MHRD) | Member |
| 6. | Shri Athikho Chalai
Finance Officer
Rajiv Gandhi University | Ex-Officio Secretary |

The Chairman welcomed all the members present and regretted the inability of the Hon'ble Vice Chancellor to be present in the meeting because of his ill health. The Chairman however conveyed greetings to the members on his behalf. Thereafter the Agenda items were taken up.

FC: 2: 01: To confirm the Minutes of the 1st Meeting of the Finance Committee held on 10.12.2007.

The Minutes of the meeting were circulated amongst the members of the Committee but no comments were received from the members.

The Finance Committee confirmed the minutes.

MINUTES OF THE SECOND MEETING OF THE FINANCE COMMITTEE

FC: 2: 02: To accept Action Taken Report (ATR) on the 1st Meeting of the Finance Committee held on 10.12.2007

i) While discussing the ATR under Item No. FC: 1: 04 the committee observed that the University had not utilized the plan grant for the year 2007-08 as approved by the 1st F. C. The committee suggested that immediate steps should be taken to expedite utilization of the grant to avoid locking up of fund.

ii) While going through Item 1.10 of the ATR, the committee observed that it was not a case of creating posts but was a case of engaging contingency staff and recommended that the staff be engaged purely on temporary basis to meet the urgent requirement of the office. Hence the wording of the minutes of 1st F. C. and ATR on this issue may be modified.


iii) While discussing Item 1.14 of ATR it was observed that the Civil Works as approved by the 1st FC had not progressed as desired. It was suggested that proper time schedule should be worked for carrying out the works so that recurrence of such delay may be avoided in future.

FC: 2: 03: To accept the Annual Accounts for the financial year 2007-08

The Annual Accounts of the University for the Financial Year 2007-08, comprising of Receipt and Payment Account, Income & Expenditure Account and Balance Sheet were placed before the committee.

The Committee observed that the annual accounts prepared for the year 2007-08 were slightly different from the format laid down by the UGC. However, the accounts have been accepted by the F. C. A copy of the letter dated 29.09.2007 containing the latest format of accounts was handed over to the University representative for implementation in future. The Committee suggested that NIFM, Faridabad is extending training and consultancy services to the institutions on the new system of accounting (i.e. accrual system) and the university could avail the services provided by the NIFM if required. The committee suggested that the accounts should immediately be placed before the E.C./sent for audit. It was suggested that in future the meeting of F.C. and E.C. may be fixed in such a manner that immediately after approval of the accounts by F. C. the accounts may be approved by E. C. without delay.

MINUTES OF THE SECOND MEETING OF THE FINANCE COMMITTEE


Finance Officer
Kajri Gandhi University
Rono Hills, Budaigarh

FC: 2: 04: To ratify the estimate for construction of Light vehicle sheds and scooter sheds at Rajiv Gandhi University, Rono Hills (SH-I: Light Vehicle Sheds 06 cars: SH-II: Light Vehicle Sheds for Vice Chancellor office and SH-III: 06 Nos. Scooter Sheds).

The Construction Committee meeting held on 12th February 2008 recommended an amount Rs. 17.65 lakh for the the under mentioned minor construction work. The work has already been executed with expenditure of Rs. 13. 67 lakh

S. No.	Name of work	Estimate (Rs. in lakh)	Expenditure (Rs in lakh)
1	Construction of shed for light vehicle at Guest House	3.90	3.07
2.	Construction of shed for light vehicle at V. C's Office	1.15	.64
3.	Construction of shed for light vehicle at Administrative Block	2.10	1.65
4.	Construction of shed for light vehicle at Faculty of Life Science	2.10	1.70
5.	Construction of shed for light vehicle at Library	2.10	1.52
6.	Construction of shed for light vehicle at Faculty of Geography	2.10	1.71
7.	Construction of shed for light vehicle at Faculty of basic Science	2.10	1.52
8.	Construction of shed for light vehicle at Faculty of Management	2.10	1.86
Total		17.65	13.67

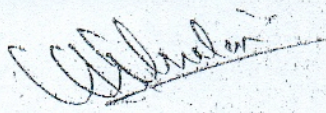
The Committee ratified the action taken by the University authority.

FC: 2:05: To approve creation of post for guest house.

The University is having new Guest House with 30 rooms including 04 VIP suites. For maintaining and upkeeping of the Guest house, deployment of manpower is required. Owing to the conversion of University into Central University, there is substantial increase of activities for which the Guest house is frequented by people from all walks of life including VVIPs, Academicians and Visitors.

At present, the University has only one Cook and two Kitchen Helpers beside other contingency staff which are quite inadequate to cater the needs of the guests.

MINUTES OF THE SECOND MEETING OF THE FINANCE COMMITTEE


Finance Officer
Rajiv Gandhi University
Rono Hills, Itanagar

Therefore, the University proposes to create the following posts for the Guest House which was also approved in principle by the 3rd meeting of 1st Executive Council held on 07th April 2008 vide resolution No.EC:03.09.

The annual financial involvement for the above mentioned post will be as mentioned below:

S. No.	Name of the post	No. of post	Scale of pay	Financial involvement per annum
1.	Care Taker	01	Rs. 6500-200-10,500/-	1,92,846.00
2.	LDC	01	Rs. 3050-75-3950-80-4590/-	84,348.00
3.	Kitchen Attendant	02	Rs. 2550-55-2660-60-3200/-	1,43,496.00
4.	Room Boy	02	Rs. 2550-55-2660-60-3200/-	1,43,496.00
5.	Chowkidar	01	Rs. 2550-55-2660-60-3200/-	71,748.00
6.	Mali	01	Rs. 2550-55-2660-60-3200/-	71,748.00
7.	Safaiwala	02	Rs. 2550-55-2660-60-3200/-	1,43,496.00
			Total	8,51,178.00

The Committee recommended that in order to meet the requirement of Guest House, redeployment of existing casual labourers may be resorted to or the works of the Guest House be outsourced. In the event of these two alternatives not working out, a special case of requirement with full justification may be made out and submitted to UGC in view of the Govt. ban on creation of post/recruitment of staff.

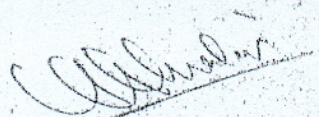
FC: 2: 6

To consider creation of 6 (six) nos. of LDC posts on contract basis.

With the conversion of this University into Central University status the size of the University has been increasing due to expansion and opening of new departments, branches, new appointment of faculty positions and enrolment of students etc. volume of work has also increased substantially at grass root level in different branches.

As such, for the smooth functioning of Administration, University had to create a few posts of LDCs to meet the urgent demands of different branches especially in examination branch. Hence, with the approval of Vice Chancellor, 6 (six) posts of LDC were created and subsequently appointed (subject to the approval of EC & FC) purely on contract basis @ fixed remuneration of Rs.4,575/- per month and the financial involvement of which will come to the tune of Rs.3,29,400/- per annum.

MINUTES OF THE SECOND MEETING OF THE FINANCE COMMITTEE


Finance Officer
Rajiv Gandhi University
Reno Hills, Hamanagar

The Committee observed that it was not a case of creating posts. It was a case of engaging six supporting staff (not LDC) on fixed remuneration of Rs. 4575/- p. m. It was suggested that the title of the agenda may be modified as "engagement of six supporting staff on contract basis at fixed remuneration". Their engagement initially may be for a period of six months with intermittent break in service in between. For engagement beyond six months the requirement with full justification may be brought to the next F. C. meeting.

FC: 2: 07: To consider creation of a Garden cell and one post of section officer.

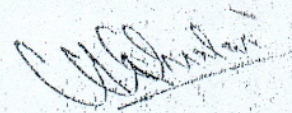
The University has 302 acres of partially developed and still huge area/site is to be developed for which an officer to the rank of Section Officer is required for execution and monitoring the works of campus beautification in a planned manner. Presently, employees engaged in campus beautification works are supervised from different branches which hampers the work of beautification as well as the branches concerned.

The matter was taken up in the 3rd meeting of 1st Executive Council vide resolution No.EC:02.15 held on 31st December 2007. The Committee after having been examining the proposal had accepted for creation of a separate Garden Cell and one post of Section Officer. The financial involvement for the posts will be to the tune of Rs. 7,39,893.00 per annum.

S. No.	Name of Post, proposed	No. of post proposed for creation	Scale of pay	Financial requirements per annum
1	2	3	4	5
1.	Section Officer	01	Rs.6500-200-10500/-	1,92,846.00
2.	LDC	01	Rs.4000-100-6000/-	90,951.00
3.	Senior Mali	02	Rs.2610-60-3150-65-3540/-	1,54,224.00
4.	Junior Mali	04	Rs.2550-55-2660-60-3200/-	3,01,872.00
			TOTAL	7,39,893.00

The Committee suggested that a self contained proposal may be submitted to UGC Committee constituted for creation /filling up of non-teaching positions in central Universities.

MINUTES OF THE SECOND MEETING OF THE FINANCE COMMITTEE


Rajiv Gandhi University
Rono Hills, Imphal

FC: 2: 08: To consider the up-gradation of contingency post from un-skilled to semi-skilled and semi-skilled to skilled.

Presently, university is having the following numbers of Contingency paid staffs, who were engaged in various developmental activities of the University. Some of the contingency paid staff is working in this university since 1993 and few of them had already exceeded the age for applying for any other jobs.

In view of the above mentioned facts and seeing the escalation in the rate of essential commodities, it is proposed to extend some financial relief to poor paid staff by stepping up their wages from un-skilled to semi-skilled and semi-skilled to skilled for those who have completed 5 years of service in the present category.

(A) CONTINGENCY STAFF ENGAGED IN ADMINISTRATION :

FROM	TO	NO.	PAY	REQUIREMENT	TOTAL
Un-skilled	Semi-skilled	3 nos.	1560/- p.m.	Rs.130 X 3 X 12	Rs. 4,680.00
Semi-Skilled	Skilled	6 nos.	1690/- p.m.	Rs.130 X 6 X 12	Rs. 9,360.00
Total financial involvement per annum will be					Rs.14,040.00

(B) CONTINGENCY STAFF ENGAGED IN ENGINEERING WING (CIVIL) :

FROM	TO	NO.	PAY	REQUIREMENT	TOTAL
Un-skilled	Semi-skilled	6 nos.	1560/- p.m.	Rs.130 X 6 X 12	Rs.9,360.00
Semi-Skilled	Skilled	4 nos.	1690/- p.m.	Rs.130 X 4 X 12	Rs.6,240.00
Total financial involvement per annum will be					Rs.15,600.00


(C) CONTINGENCY STAFF ENGAGED IN ENGINEERING WING (CIVIL) :

FROM	TO	NO.	PAY	REQUIREMENT	TOTAL
Semi-Skilled	Skilled	1 no.	1690/- p.m.	Rs.130 X 1 X 12	Rs.1,560.00
Total financial involvement per annum will be					Rs.1,560.00

An additional amount of Rs. 31,200.00 per annum will be required for the said up-gradation.

The Committee approved the proposal for enhancement of wages of contingency paid staff for those who have completed 5 years of service in the present category of unskilled and semi-skilled. The committee suggested to change the title of agenda item as "to consider the enhancement of contingency wages in respect of some categories of contingency staff".

MINUTES OF THE SECOND MEETING OF THE FINANCE COMMITTEE


Finance Officer
Kajiv Gandhi University
Rono Hills, Itanagar

FC: 2:09: To consider creation of the post of Coordinator for NSS Cell.

The Physical Education Cell is having only one post of Assistant Director. With the lone post of Assistant Director, it is very difficult to run all activities round the year. It is therefore, proposed to create the post of Coordinator. Pay scale and yearly financial implication including HRA & TA is as under

Sl. No.	Name of Post	No. of posts	Scale of pay	Financial requirements per annum
1	Coordinator	01	Rs.12000-420-18300/-	Rs. 3,45,720/-

The Committee suggested that a self contained proposal may be submitted to UGC Committee constituted for creation /filling up of non-teaching positions in central Universities. The requirement may also be placed before UGC XI Plan visiting team.

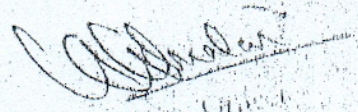
FC: 2:10: To consider enhancement of Daily Wages for Contingency Staff.

The committee constituted vide order Estt.256/2006 dated 14th July 2008 assessed the prevailing rates of wages in different Government establishment/institutions/Central Universities and recommended as under- The recommendation of the committee is placed at Annexure - C

Sl.No.	Category	Recommended rate (per day)
1.	Unskilled	Rs. 70.00
2.	Semi-Skilled	Rs. 75.00
3.	Skilled	Rs. 80.00

The Committee recommends that in view of revision of wages of contingency paid staff working under the state Govt. of Arunachal Pradesh w.e.f. 03.06.2008, the University may adopt the revised rate of wages of the state Govt. as Rs. 55/-, 60/- and 65/- per day for unskilled, semi-skilled and skilled respectively.

MINUTES OF THE SECOND MEETING OF THE FINANCE COMMITTEE


Vice-Chancellor
Rajiv Gandhi University
Rono Hills, Itanagar

FC: 2:11: To approve utilization of One Time Special Grant for the basic infrastructure development of Rajiv Gandhi University.

UGC has approved an amount of Rs. 10.00 crore and released Rs. 5.00 crore to Rajiv Gandhi University as one time special grant for the basic infrastructure development as per estimates below

S. No.	Name of works	Quantity	Rate	Unit	Estimated cost (Rs. in lakh)
1	Centralized Water supply system	01	Project		531.24
2	A new alternate road to the campus to be laid in other end of the campus	1890	Project	mtr.	140.83
3	Networking of proper internal roads to the various new buildings and residential layout	9 Nos	Project	--	134.10
4	C/O University main Gate	01	Project	--	21.12
5. (a)	C/O six Nos. RCC Sump water tank	06	Project	--	3.44
(b)	C/O one .RCC Sump water tank	01			4.71
6.	Providing Electric Lines to the New buildings 2.0 lacs for transformer	1200	0.03	mtr.	38.00
7.	C/O Power House	340.00	0.148	Sqm	50.32
8.	C/O Bus stand near Library	18.00	0.08	--	1.44
9.	C/O Multipurpose Hall	180.00	0.115	--	20.70
10.	Site development protection work of T II&III; Computer Engineering Hostel	3	Project	--	27.50
11.	Site Development for 20 Nos. new Residential Quarters	01	Project	--	13.06
12.	C/O Shade and fencing for Multy purpose Fish Cistern at Bio-Diversity	01	Project	Rs	3.15
Grant total of First phase					989.61

This has also been included in the proposal for the XI Plan of the University.

The Committee approved the proposal.


MINUTES OF THE SECOND MEETING OF THE FINANCE COMMITTEE

Finance Officer
Rajiv Gandhi University

FC: 2:12: Any other item with permission of the chair.

- i) The committee suggested that the next meeting of F. C. may be held at Rajiv Gandhi University.
- ii) The committee also suggested that the agenda of the meeting may be circulated in advance so that considered inputs can be given by members during the meeting.
- iii) The Chair~~man~~ raised the issue of extending CCS pension scheme in respect of the university employees who were in service prior to 1.1.2004. The Committee suggested that the employees presently under CPF scheme and who were recruited prior to 1.1.2004 may also be given option for shifting from CPF to New Pension Scheme.

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


Athikho Chalai
Finance Officer
Rajiv Gandhi University
Gandhinagar, Itanagar

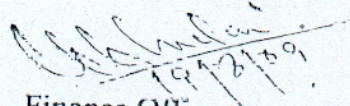
ARUNACHAL UNIVERSITY

Sub: - Minutes of the 3rd Finance Committee Meeting held on 28th July, 2009.

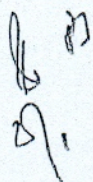
Sir,

Enclosed please find a copy of the minutes of the 3rd Meeting of the Finance Committee held on 28th July, 2009 for further necessary action.

U.O No.Fin-2051/FC/2009-10
Copy to:-


Finance Officer
Dated 19th August, 2009.

1. PS to Hon'ble Vice Chancellor for his kind information please.
2. PS to the Registrar for his kind information please
3. PS to Controller of Examination for his kind information please.
4. PA to Finance Officer for his kind information please.
5. Deputy Registrar (Establishment) for his kind information please.
6. Executive Engineer for information and necessary action please
7. Assistant Registrar(Finance) for information and necessary action please
8. Assistant Registrar(Exam)for information and necessary action please
9. Assistant Registrar(Academic)for information and necessary action please
10. All SSO's and SO's for information and necessary action please
11. Coordinator (WTP)/Superintendent 'Day Care Centre' for information please.



3

RAJIV GANDHI UNIVERSITY
RONO HILLS, DOIMUKH
ARUNACHAL PRADESH

MINUTES OF THE 3rd FINANCE COMMITTEE MEETING HELD ON 28th July, 2009

The 3rd Finance Committee meeting of Rajiv Gandhi University, Itanagar was held on 28th July 2009 at 1730 hrs. in the Conference room of Association of Indian Universities, New Delhi. The following members attended the meeting –

1. Prof. K.C. Belliappa, Vice-Chancellor, Rajiv Gandhi University (In Chair)
2. Dr. Renu Batra, Joint Secretary (Representative of Additional Secretary, UGC) Member
3. Mr. R. D. Sahay Director, (Representative of Jt. Secy. MHRD) Member
4. Shri J. R. Aggarwal, Deputy Secretary (Finance) MHRD Department of Higher Education New Delhi Member
5. Prof. J. C. Soni, Director, Institute of Distance Education, Rajiv Gandhi University Member
6. Shri Athikho Chalai Finance Officer Rajiv Gandhi University Ex-Officio Secretary

The Chairman welcomed all the members present and the Agenda items were taken up.

FC: 3: 01: To confirm the Minutes of the 2nd Meeting of the Finance Committee held on 21.08.2008.

The Minutes of the 2nd Finance Committee meeting were confirmed by the committee. However, the FC felt that copy of the minutes of the previous meeting should have been enclosed for reference.

FC: 3: 02: To accept Action Taken Report (ATR) on the 2nd Meeting of the Finance Committee held on 21.08.2008.

The Finance committee accepted the Action Taken Report (ATR). The FC, however suggested to prepare the annual accounts for the financial year 2008-2009 in the common format (accrual system of accounting.)

FC: 3: 03: To approve the Separate Audit Report on the Accounts of the Rajiv Gandhi University, for the Year 2007-2008.

The Finance committee accepted the Separate Audit Report together with audited Accounts for the financial year 2007-08

FC: 3:04: To consider Budget Estimate for the Financial Year 2009-10. (Non-Plan Maintenance grant)

The Finance Committee accepted the Budget Estimate under Non-Plan Maintenance Grant for the financial year 2009-2010 with an outlay of Rs.2321.52 lakh and recommended acceptance of the same by UGC.

FC: 3:05: Reporting of utilization of funds under plan (development) and Non-Plan (Maintenance) grants.

The Finance committee perused the statement of utilization of funds under Plan (Development) and Non-Plan (Maintenance) Grants and accepted the same as detailed below.

EXPENDITURE STATEMENT AGAINST MAINTENANCE GRANT 2009-10

EXPENDITURE W.E.F 1st.Apl-09 to 17Th July.09

			Rs. (In Lakh)
Opening Balance	-	Salary	234.29
UGC Maintenance Grant(08-09) 2 No.instlment received.	336.81	Personal claim & Allowances	44.94
Revenue (on Transfer)		Non Salary Expenditure	113.64
Deficit	56.06	Closing Balance	-
	392.87		392.87

3 **XI -PLAN EXPENDITURE REPORT(Plan Development)**

Unspent Balance as on 01.07.2009				
Scheme	XI Plan allocation	Grant received during the financial year 2007-09 (XI Plan)	Expenditure up to 30.06.09	Unspent balance as on 01.07.09
XI PI GDG	5114.75	600	298.64	301.36
MERGED SCHEME	407.50	300	69.79	230.21
Fellowship to Non-Net, Ph.d, & M.Phil	200.00	0.00	15.91	-15.91
Special Development Grant	1000.00	500	140.75	359.25
OBC Grant		0.00	0.00	0.00
Total:	6722.25	1400	525.09	874.91

EXPENDITURE STATEMENT AGAINST MAINTENANCE GRANT 2008-09

Rs. (In Lakh)			
Opening Balance	87.73	Salary	861.06
UGC Maintenance Grant(08-09)	1,260.48	Retirement benefit	120.93
Revenue collection(on Transfer)	144.00	Non Salary Expenditure	549.15
Int. on SB A/c	3.31	Closing Balance	0.00
Amount Receivable from UGC	35.62		
	1531.14		1531.14

The Finance committee, however suggested that minus figure should not be shown under unspent balance.

FC: 3:06: Payment of arrears to the teaching and non-teaching employees of the University for the period 1.1.2006 to 8.4.2007.

The Finance Committee was of the opinion that the pay arrears for teaching and non teaching staff should be paid to the staff. However, the committee

suggested to take up the matter with UGC when the state Government release the arrears to its employees.

FC: 3:07: To consider enhancement of Daily wages for Contingency Staff.

The Finance Committee ratified the action taken by the University in connection with enhancement of daily wages for the contingent employees.

FC: 3:8. To approve the Recommendations of the 5th meeting of the Building committee held on 19th August 2008. Annex- D

The item was deferred to the next FC meeting. The Committee suggested that the agenda should be prepared item-wise for each work along with detail write up mentioning the estimated amount, building committee recommendation, approved allocation of funds, etc.

FC: 3:9. To approve the Recommendations of the 6th meeting of the Building committee held on 17 February 2009. Annex- E

The item was deferred to the next FC meeting as at item 3:8 above.

FC: 3:10: To approve the recommendations of the 7th meeting of the Building committee held on 15th July 2009.(Annex F)

The item was deferred to the next FC meeting as at item 3:8 above.

FC: 3:11: To approve filling up of various vacant posts in Engineering Wing.

The Finance Committee sought further justification for the proposal and deferred the item to the next FC meeting.

FC: 3:12: To Consider the Re-appropriation of One Time Special Grant to the University for basic infrastructural development.(ref:- Item No.8 (Ito XII) minutes of the 6th Building committee meeting held on 17th February 2009.)

The Finance committee suggested that the released grant should be utilized for the purpose for which it was sanctioned. If any unutilized amount remained, approval should be sought from UGC for necessary re appropriation of funds.

FC: 3:13: To consider Budgetary allocation for Women Technology Park

The FC suggested to take prior approval from UGC before taking over any project by the University. Further, the Committee suggested that the project should be funded out of the interest earned from the Corpus Fund of the University or any other source of its own.

FC: 3:14: To consider Creation of the posts of Education Officer and Assistant Education Officer.

The Finance committee suggested to adhere to UGC guidelines in this regard.

FC: 3:15: To consider appointment of a Part-Time Consultant Engineer.

The Committee suggested to withdraw the item.

FC: 3:16: To recommend implementation of CCS Pension Scheme, 1972 for Rajiv Gandhi University employees who joined the service prior to 01.01.2004.

The members from the Ministry explained that the Finance Ministry, Govt. Of India had strictly ordered all the Ministries not to put up / send such proposals to the Finance ministry as the CCS pension system was withdrawn with effect from 1.1. 2004. Hence the committee expressed its helplessness to recommend the case.

FC: 3:17: To consider enhancement of remuneration in connection with university exams.

The Finance committee accepted the enhancement of remuneration in connection with various university exams.

FC: 3:18: To consider Enhancement of honorarium for the Dean of Students Welfare (DSW).

The Finance Committee accepted the proposal.

6

FC: 3:19: To consider Financial Assistance to Balvatika as a welfare measure

The Finance Committee suggested that this could be met out of University funds.

FC: 3:20: To consider procurement of Laptop for the Faculty Members

The Finance committee considered the proposal and suggested to meet the expenditure out of UGC XIth plan budget allocation under ICT head.

FC: 3:21: Exemption of License fee for the wardens of Halls of Residences.

The Finance Committee accepted the proposal.

FC: 3:22: Monthly salary of staff (Teaching & Non-teaching) under Institute of Distance Education.

The Finance committee suggested to meet the expenditure out of the revenue generated by the Distance Education Programme or out of the University's own revenue.

FC: 3:23: To consider honorarium for Director, IDE & CDC

The Finance Committee accepted the proposal.

FC: 3:24: To consider Budgetary Allocation for Day Care Centre

The Finance Committee suggested that it could be met out of University funds.

FC: 3:25: To consider Charge allowance in respect of Dr. Tana Showren, Associate Professor, who is holding additional charge of Deputy Registrar (Estt & Admn).

The Finance Committee suggested making a reference to UGC regarding this matter.

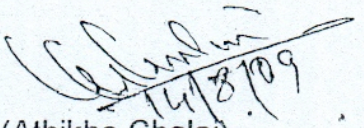
FC: 3:26: Proposal for enhancement of consolidated remuneration paid to Contract employees.

The Finance Committee suggested to put up such cases with all relevant details to the next Finance Committee meeting.

FC: 3:27: Any other items with the permission of Chair.

There was no other item for discussion.

The meeting ended with vote of thanks from the chair.


(Athikho Chalai)
Finance Officer

Sub: -

Minutes of the 4th Finance Committee Meeting held on 15th September, 2009.

Sir,

Enclosed please find herewith a copy of the minutes of the 4th Meeting of the Finance Committee held on 15th September, 2009 for your further necessary action.

Sd/-

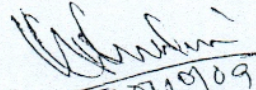
Finance Officer

U.O No.Fin-2051/FC/2009-10 / 923
Copy to:-

Dated Rono Hills the ... 30th October, 2009.

1. PS to Hon'ble Vice Chancellor for his kind information please.
2. PS to the Registrar for his kind information please
3. PS to Controller of Examination for his kind information please.
4. PA to Finance Officer for his kind information please.
5. Deputy Registrar (Establishment) for his kind information please.
6. Executive Engineer for information and necessary action please
7. Assistant Registrar(Finance) for information and necessary action please
8. Assistant Registrar(Exam)for information and necessary action please
9. Assistant Registrar(Academic)for information and necessary action please
10. All SSO's and SO's for information and necessary action please

o (Account)


30/10/09
Finance Officer

-1-
4
RAJIV GANDHI UNIVERSITY
RONO HILLS, DOIMUKH, ITANAGAR

*MINUTES OF THE 4TH FINANCE COMMITTEE MEETING HELD AT NEW
DELHI ON 15th SEPTEMBER, 2009*

The following members attended the meeting:

- | | | | |
|----|---|---|------------------------|
| 1. | Prof. K.C. Belliappa
Vice-Chancellor, RGU | : | Chairman |
| 2. | Dr.(Mrs.) Renu Batra,
Joint Secretary, UGC
New Delhi | : | Member |
| 3. | Shri R.D. Sahay,
Director (CU), MHRD
Department of Higher Education
New Delhi | : | Member |
| 4. | Shri Alex P. Thomas
(Representative of Shri J. R. Aggarwal,
Dy. Secy. MHRD, New Delhi) | : | Member |
| 5. | Prof. J.C. Soni
Director
Institute of Distance Education
Rajiv Gandhi University, Itanagar | : | Member |
| 6. | Shri Athikho Chalai
Finance Officer, RGU | : | Secretary (Ex-Officio) |

Due to their preoccupations, other members could not attend the meeting.

The Chairman while welcoming all the members to the 4th Finance Committee Meeting of the University placed the following agenda items for discussion and consideration:

FC: 4: 01: To confirm the Minutes of the 3rd Meeting of the Finance Committee held on 28.07.2009.

The Minutes of the meeting were circulated amongst the members of the Committee.

The Finance Committee confirmed the minutes suggesting a few changes.

FC: 4: 02: To accept Action Taken Report (ATR) on the 3rd Meeting of the Finance Committee held on 28.07.2009.

The Finance committee accepted the Action Taken Report (ATR). However, the FC suggested holding of FC meetings before 30th of June every year for approval of the Annual Accounts.

FC: 4: 03: To accept the Annual Accounts for the Financial year 2008-09

The Finance Committee went through the Annual Accounts prepared in the common format (accrual system of accounting) for the financial year 2008-09 and pointed out that previous year's figures needed to be shown. After incorporating the same, the accounts, for want of time, may be sent to CAG for audit.

The Committee further suggested that the salient features of the account may be prepared and placed with the Accounts in future meetings.

FC: 4:04: Reporting of utilization of funds under plan (development) and Non -Plan (Maintenance) grants.

The committee after going through the report noted that UGC had so far released only 20% of the allocated amount out of which the University had utilized only 40% till date. The committee expressed its serious concern over the slow pace of expenditure by the University.

FC 4:05: Ratification of Minor Work Order (Construction)

As suggested by the Committee, the item was withdrawn.

Cont...next page

FC: 4:06: To approve the Recommendations of the 5th, 6th and 7th Building committee meetings

After going through the recommendations of the 5th, 6th and 7th Building Committee meetings, the Committee informed that there was a UGC prescribed format for furnishing information regarding construction matters. All relevant information may be filled out in the prescribed format and brought to the notice of UGC and FC for acceptance/ratification.

FC: 4:07: To approve filling up of various vacant posts in Engineering Wing

The item was deferred to the next FC meeting.

FC: 4:08: Payment of 6th CPC arrears to the teaching and non-teaching employees of the University:-

The FC considered the item and recommended it to the UGC. The members also suggested writing a letter to the UGC giving details of liabilities of 15 months' arrears.

FC: 4:09: Proposal for enhancement of consolidated remuneration paid to Contract employees

The Committee sought further information like number of contract employees engaged against vacant posts, date of last fixing the existing fixed remuneration, etc.

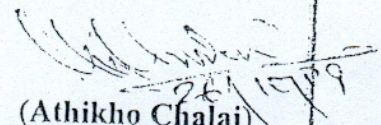
The members further suggested that the proposed increase in consolidated remuneration with the existing remuneration may be prepared and placed before the next FC for perusal and consideration.

FC: 4:10: Creation of Hindi Cell in the University:

The FC recommended it to be taken up with UGC.

FC: 4:11: Any other item with the permission of Chair:

As there was no other agenda the meeting came to an end with the chair expressing thanks to the members for attending the meeting.


(Athikho Chalai)
Finance Officer

5

(10)

RAJIV GANDHI UNIVERSITY
RONO HILLS, DOIMUMUKH, ITANAGAI

*MINUTES OF THE 5TH FINANCE COMMITTEE MEETING HELD AT INDIA
INTERNATIONAL CENTRE, NEW DELHI ON
10th November 2011*

The following members attended the meeting:

- | | | | |
|----|--|---|-----------------------|
| 1. | Prof. David R. Syiemlieh
Vice Chancellor, RGU | : | Chairman |
| 2. | Shri R.D.Sahay
Jt. Secretary, MHRD | : | Member |
| 3. | Dr.(Mrs.) Renu Batra
Jt.Secretary. UGC | : | Member |
| 4. | Shri Pratap Singh
Dy.Secretary,MHRD | : | Member |
| 5. | Prof. K.C. Kapoor
Rajiv Gandhi University | : | Member |
| 6. | Prof. A.K. Das
Rajiv Gandhi University | : | Member |
| 7. | Prof. R. Tamuli
Rajiv Gandhi University | : | Member |
| 8. | Shri Athikho Chalai
Finance Officer, RGU | : | Secretary(Ex-Officio) |

The Chairman while welcoming the members to the 5th Finance Committee meeting expressed his happiness in having all the members in full strength for the meeting and placed the following agenda items for discussion and consideration :

FC: 5: 01: To confirm the Minutes of the 4th Meeting of the Finance Committee held on 15.09.2009.

The Minutes of the meeting were circulated amongst the members of the Committee. However, no comments were received from the members. The Committee confirmed the minutes of the of the 4th meeting

- FC: 5: 02: To accept the Action Taken Report (ATR) on the 4th Meeting of the Finance Committee held on 15.09.2009.

The Committee accepted the Action Taken Report.

- FC: 5:03: Reporting of utilization of funds under Non Plan (Maintenance Grant) and Plan (Development) Grants.

The status of receipt, expenditures and unspent balance under Non-Plan (Maintenance) Grant and Plan (Development) Grant was presented to the Committee. The Committee desired to know if the entire amount of fund allocation for the 11th 5-year Plan could be utilized during the Plan period. The Committee was informed that since work on all projects were ongoing and in full swing, the University should be able to utilize the entire amount of fund allocated for the Plan period. The Committee suggested that further release of fund could be sought after utilizing 70% of fund in hand.

- FC: 5: 04: Budget Estimates for the Financial Year 2011-12 (Non-Plan)

The Budget Estimate for the Financial Year 2011-12 (Non Plan) prepared by the University and approved by UGC was brought to the Finance Committee. The Committee perused and accepted the same.

- FC: 5:05: To accept the CAG's Report and Audit Certificate on the Accounts of the University for the year 2009-10

The Accounts of the University for the year 2009-10 and CAG's Audit Report thereon were placed in the meeting. The Committee while accepting the Accounts and the Audit Report, placed on record its appreciation for the good report given by the Statutory Auditors.

- FC: 5:06: Creation of one post of Section officer for Statistical Cell

The Committee suggested this requirement to be included in the 12th Plan proposal. It was also suggested that after filling up the posts already sanctioned by UGC, this requirement could be looked into by the University administration.

FC: 5:07: To approve creation of a few posts of Contract & Contingency Staff for newly created Departments

This proposal was not accepted by the Committee. The Committee suggested that the University consider redeployment of existing manpower and the Departments could share a pool of manpower resource.

FC: 5:08: To consider creation of three regular posts of Assistant Professors- one each in English, History and Political Science for Institute of Distance Education (IDE)

The Committee suggested that instead of creating new posts, faculty members of the University should be engaged paying them appropriate honorarium and if further requirement still existed faculty could be engaged on contract basis. The Committee further suggested that norms and practices in other well established Institutes of Distance Education (in other Universities) may be studied for adoption by this University.

FC: 5:09: Payment of Monthly Salaries to staff (teaching and non-teaching) engaged in IDE:-

The Institute of Distance Education (IDE) of this University employs 10 staff members out of which six are regular staff and four are employed on contract/contingency basis. The emolument of four staff are paid from the General Maintenance Grant (GMG) of the University and that of the remaining six are borne by the revenue generated by the Institute. It was proposed that emoluments of the entire staff be paid from the GMG of the University and the revenue generated by the Institute also be merged with the general revenue of the University.

The Committee suggested that the management and practices in other Institutes of Distance Education may be studied first and the matter may be brought to the next Finance Committee meeting.

FC: 5:10: To approve creation of one regular post of Assistant for Institute of Distance Education (IDE).

As in the case of Agenda FC: 5:9, the Committee suggested that management and manpower deployment in other Institutes of Distance Education may be examined first and if necessary the matter may be brought to the next Finance Committee meeting.

FC: 5:11: To approve creation of one regular post of Library Assistant for IDE

The matter was decided as in the case of FC:5:10.

FC: 5:12: To consider enhancement of consolidated remuneration of Contract Employees-

Due to accumulation of a large number of vacancies and non-availability of outsourcing agencies, contract appointments were made from time to time to meet the manpower requirement of the University. Most of the appointments were made and their remuneration fixed prior to implementation of the 6th Pay Commission recommendations. A nominal hike in the remuneration of these employees was given in 2009. Considering the high cost of living as a result of ever increasing price of commodities, it was proposed to increase the consolidated remuneration of this category of staff in the manner shown below:

Sl. No.	Post	Existing remuneration (p.m)	Proposed new remuneration with % of hike on existing pay (Sl.1-13-25%, Sl.No.14-17-35%)	Vacant sanctioned posts	Contract employees engaged as per roll	Total Additional Financial Implication per year
01	Handyman	4975.00	6200	Nil	2	29400.00
02	Security Guard	5090.00	6400	2	1	15720.00
03	LDC	5950.00	7400	15	14	243600.00
04	Library Attendant	5950.00	7400	2	2	34800.00
05	Driver	5950.00	7400	2	9	156600.00
06	Laboratory Attendant	5950.00	7400	8	4	69600.00
07	Laboratory Assistant	7800.00	9750	6	3	70200.00
08	Steno-III	7800.00	9750	6	6	140400.00
09	UDC	7800.00	9750	2	2	46800.00
10	JE (Civil)	9575.00	12000	5	4	116400.00
11	S/Cartographer	12675.00	15800	1	1	39900.00

Contd. p/7

12	Sr. Professional Assistant	12675.00	15800	Nil	2	79800.00
13	Medical Officer	25000.00	31250	2	1	75000.00
14	Mali	2700.00	3650.00	Nil	2	22800.00
15	Safaiwala	2700.00	3650.00	Nil	2	22800.00
16	Kitchen Attendant	2700.00	3650.00	Nil	5	57000.00
17	Cook	3050.00	4100.00	Nil	5	63000.00
					Total	1283820.00

Finance Committee approved the proposal.

FC: 5:13: Creation of one post of Section Officer (Confidential) for Examination Branch
The Committee suggested this item to be included in the 12th Plan proposal.

FC: 5:14: To approve financial involvement in filling up 33 teaching posts.

University Grants Commission vide letter No. F. No. 27-5/2008(CU) dated 14.1.11 sanctioned 18 teaching posts for starting three new Departments viz. Sociology, Physics and Chemistry. Earlier, the UGC vide its letter No. F. No. 24-33/2009 (CU) 16.2.09 sanctioned 15 teaching posts for four Departments. Financial involvement in filling up the 33 sanctioned posts are shown below:

Financial involvement in filling up the 33 sanctioned posts (Teaching)

1	DEPTT. OF SOCIOLOGY		Revised Pay Scale	Gross Salary	ANNUAL REQUIREMENT
	PROFESSOR	1	37400-67000	92810	1113720
	ASSOCIATE PROFESSOR	2	15600-39100	57121	1370904
	ASSTT.PROFESSOR	3	15600-39100	41992	1511712
				TOTAL	3996336
2.	DEPTT. OF PHYSICS				
	PROFESSOR	1	37400-67000	92810	1113720
	ASSOCIATE PROFESSOR	2	15600-39100	57121	1370904
	ASSTT.PROFESSOR	3	15600-39100	41992	1511712
				TOTAL	3996336
3	DEPTT. OF CHEMISTRY				
	PROFESSOR	1	37400-67000	92810	1113720
	ASSOCIATE PROFESSOR	2	15600-39100	57121	1370904
	ASSTT.PROFESSOR	3	15600-39100	41992	1511712
				TOTAL	3996336
4	DEPTT. OF HINDI				
	ASSTT.PROFESSOR	1	15600-39100	41992	503904
	ASSTT.PROFESSOR	1	15600-39100	41992	503904

				TOTAL	1007808
5	DEPTT. OF MANAGEMENT				
	PROFESSOR	1	37400-67000	92810	1113720
	ASSOCIATE PROFESSOR	1	15600-39100	57121	685452
	ASSTT. PROFESSOR	2	15600-39100	41992	1007808
				TOTAL	2806980
6	DEPTT. OF MASS COMMUNICATION				
	PROFESSOR	1	37400-67000	92810	1113720
	ASSOCIATE PROFESSOR	1	15600-39100	57121	685452
	ASSTT. PROFESSOR	2	15600-39100	41992	1007808
				TOTAL	2806980
7	DEPTT. OF ANTHROPOLOGY				
	PROFESSOR	1	37400-67000	92810	1113720
	ASSOCIATE PROFESSOR	1	15600-39100	57121	685452
	ASSTT. PROFESSOR	3	15600-39100	41992	1511712
				TOTAL	3310884
Grand Total: (12 months) for 33 posts.					21921660

The matter was placed at the Committee meeting for approving the financial involvement in recruiting the faculty posts.

The Committee approved the proposal.

FC: 5:15: To approve financial involvement in filling up 52 non-teaching posts sanctioned by UGC.

The University Grants Commission vide its letter No. F.59-2/2010(CU) dated 25.7.11 sanctioned 62 non-teaching posts out of which 51 post are to be filled through regular recruitment, 1 post to be filled on deputation basis and 10 posts are to be filled through out-sourcing. Financial involvement in filling up 52 posts are indicated below:

Financial involvement in filling up the 52 sanctioned posts (Non-Teaching)

Sl.No.	Designation	No. of vacant post	Revised pay scale	Gross salary	Annual Salary Requirement
1	Controller of Exam	1	37400-67000	97009	1164108
2	Deputy Registrar	3	15600-39100	59159	2129724
3	Medical Officer	2	15600-39100	43058	1033392
4	Asstt. Registrar	2	15600-39100	44141	1059384
5	Internal Audit Officer	1	15600-39100	59159	709908
6	Senior System Analyst	1	15600-39100	59159	709908
7	Asstt. Engineer (EI)	1	15600-39100	48906	586872
8	Senior Tech Asstt	2	9300-34800	32667	784008
9	Sr. Technical Asstt.(Computer)	1	9300-34800	29310	351720
10	Manager Guest House	1	9300-34800	29310	351720
11	Junior Engineer (Civil)	2	9300-34800	27632	663168
12	Estate Officer	1	9300-34800	33389	400668
13	Professional Assistant	1	9300-34800	27632	331584
14	Nurse	1	9300-34800	27632	331584
15	UDC	2	5200-20200	21025	504600
16	LDC	8	5200-20200	16675	1600800
17	Technical Asstt	5	5200-20200	18299	1097940

18	Laboratory Asstt	6	5200-20200	20303	1451816
19	Electrician	1	5200-20200	21025	252300
20	Sanitary Inspector	1	5200-20200	21747	260964
21	Library Assistant	1	5200-20200	20303	243636
22	Laboratory Attendant	8	5200-20200	17119	1643424
	Total:	52			
Provision for 12(twelve) months only.					17673226

The matter was placed at the Finance Committee Meeting for approval of the financial involvement in filling up the above mentioned posts subject to fulfillment of conditions laid down in UGC sanction letter.

The Committee approved the financial involvement as proposed.

Any other item :

Creation of a few posts of Drivers and Handyman for Vehicle Branch

Rajiv Gandhi University is situated on Rono Hills, which is 10 Km. away from National Highway. There is no other means of transport which connect the University to National Highway. The staff and students, therefore, depend fully on bus services of the University. Due to opening of a few new Departments and a general increase in student enrolment, bus services provided by the university was found to be inadequate. The University, therefore, had to procure a few more heavy as well as light vehicles. As the number of Driver and Conductor-cum-Handyman was less in number, it was proposed to create the following regular posts for Vehicle Branch for smooth functioning of the University.

Sl.No.	Category of Post	No. of Post	Pay Band & Grade Pay	Gross Pay	Financial implication per annum
1	Driver (for heavy vehicles)	3	5200-20,200 & 1900	17136/-	616896.00
2	Driver (for light vehicles)	2	5200-20,200 & 1900	17136/-	411264.00
3	Handymen	4	5200-20,200 & 1800	15636/-	750528.00
				Total	1956556.00

The matter was placed at the Finance Committee meeting for approving the financial involvement.

The Committee suggested to include the item in the 12th Plan proposal.

The meeting ended with the Chairman expressing his gratitude to the members for attending the meeting.

Secretary