

Indian Institute of Engineering Science and Technology, Shibpur
Howrah -711 103

Proceedings of the 1st meeting of the Finance Committee of Indian Institute of Engineering Science and Technology (IEST), Shibpur held at 10 a.m. on 14th June, 2017 in the Conference Room of NIT Transit House, A-1/267, Block A1, Nauroji Nagar, Safdarjung Enclave, New Delhi-110 029.

The following members were present:-

1. Dr. K. Radhakrishnan, Chairperson, BOG, IEST, Shibpur and Chairman, Finance Committee
2. Prof. Ajoy Kumar Ray, Director, IEST, Shibpur and ex-officio member, Finance Committee
3. Mr. K. Rajan, Under Secretary, NITs, MHRD - representing Joint Secretary (NITs & DL), MHRD, GoI as member Finance Committee
4. Mr. D. K. Singh, Under Secretary, IFD, MHRD- representing Joint Secretary & Financial Advisor, MHRD, GoI as member Finance Committee
5. Prof. Shyamal Kumar Chattopadhyay, Professor, Dept. of Chemistry, IEST and member of BOG and Finance Committee
6. Prof. Subrata Chakroborty, Professor, Dept of Civil, IEST and member of BOG and Finance Committee
7. Prof. Aditya Bandyopadhyay, Professor Architecture (T & RP) Dept., IEST, Shibpur and Dean-Infrastructure Planning Management - Invitee
8. Shri Alok Kumar Maity, Dy. Registrar (Audit), IEST, Shibpur -Invitee
9. Dr. Biman Bandyopadhyay, Registrar, IEST, Shibpur and ex-officio Member Secretary, Finance Committee

At the outset, the Chairperson extended a hearty welcome to the members present in the first meeting of the Finance Committee constituted as per the Statues of the Institute. He then emphasized that since the Statues of the Institute is in force, Institute should follow the Statues in letter and spirit. He pointed out that a comprehensive development plan of the Institute highlighting all the major works to be implemented and prioritizing the immediate works in tune with the EFC note towards up-gradation of the Institute (which was approved by the Cabinet) should be immediately prepared by the Institute and placed in the next meeting of the Finance Committee.. Hence, the agenda item nos. 01.07, 01.08 and 01.09 regarding i) proposed construction of Lecture Theatre Complex, ii) proposed construction of 1000 capacity hostel for boys and iii) vertical expansion of 3rd floor of Richardson Hall and McDonald Hall respectively should be discussed along with the comprehensive development plan in the meeting of the next Finance Committee. He further pointed out that the Institute should consider the EFC note and approval of the Cabinet as the basic documents for preparation of comprehensive development plan. It has been noted by BOG that the non-recurring head of Rs. 300.30 Crores was approved by the Cabinet in 2010. The Chairman advised to present a prioritized development plan keeping Rs.300.30 crores with escalation as per the Govt. rule as the basis for phase 1 development plan. Subsequently the Institute should place the other prioritized item in the second phase of development plan. He further pointed out that fund received by the Institute from MHRD and from other government funding agencies, research and consultancy, Institute's own fund generated from tuition fees, endowment funds, etc. and fund received from the Alumni should be utilize appropriately and reported in the Finance Committee. He then placed the agenda for discussion.



Item No. 01.01 Confirmation of the Proceedings of the 4th meeting of the Committee for Financial Affairs held on 28th February, 2017 at NIT Transit House, New Delhi.

Resolution 01.01:

The proceedings of the 4th meeting of the Committee for Financial Affairs held on 28th February, 2017 were circulated amongst the members. The comments from the Joint Secretary (NITs &DL) MHRD were received and were incorporated in the proceedings. The modified proceedings were circulated among all members. After deliberation the modified proceedings of the 4th meeting of the Committee for financial Affairs constituted by the Board were confirmed.

Item No. 01.02 Action taken report on the proceedings of the 4th meeting of the Committee for Financial Affairs held on 28th February, 2017 at NIT Transit House, New Delhi.

Resolution 01.02:

The Finance Committee noted the action taken report on the proceedings of the 4th meeting of the Committee for Financial Affairs held on 28th February, 2017 at NIT Transit House, New Delhi.

Item No. 01.03 To note the previous proceedings of the Committee for Financial Affairs constituted by the BOG.

Resolution 01.03:

The Finance Committee noted the proceedings of the 1st, 2nd and 3rd meetings of the Committee for Financial Affairs constituted by the BOG held on 12.06.2015, 30.12.2015 and 22.11.2016 respectively.

Item No. 01.04 To consider the note of the Director regarding delegation of financial power to the concerned Deans/Heads/Officers/ etc.

Resolution 01.04:

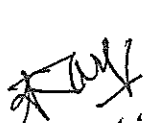
The Finance Committee considered the note of the Director regarding delegation of financial power to the concerned Deans/Heads/Officers/ etc. and after discussion, the FC advised the Director to discuss the proposal of delegation of financial power approved by the MHRD and then place the same in the Finance Committee and the BOG.

Item No. 01.05 To consider and adopt the Audit Report, made by Indian Audit and Accounts Dept, Office of the Principal Director of Audit, Central, Kolkata of the accounts of Indian Institute of Engineering Science and Technology, Shibpur, for the year 2015-16.

Resolution 01.05:

The Finance Committee considered and adopted the Audit Report of the accounts of Indian Institute of Engineering Science and Technology, Shibpur, for the year 2015-16, submitted by Indian Audit and Accounts Dept, Office of the Principal Director of Audit, Central, Kolkata. The Committee also noted that the BOG in its 7th meeting adopted the Audit Report with a note that Institute should comply with the observation of the Audit Report and submit a compliance report to the BOG. The Finance Committee also resolved that a compliance report be placed in the next meeting of the Finance Committee.

Item No. 01.06 To consider the note of Prof. S. K. Chattopadhyay, Coordinator, SAIF regarding approval of the BOG to proceed the purchase of 400 MHz FT-NMR Spectrometer and High resolution Mass Spectrometer having estimated budget of Rs. 4 Crores on the basis of the amount released by the DST, Government of India for setting



up a new Sophisticated Analytical Instrument Centre (SAIF) in IEST, Shibpur.

Resolution 01.06:

The Finance Committee considered the note of Prof. S. K. Chattopadhyay, Coordinator, SAIF regarding approval of the BOG for purchase of 400 MHz FT-NMR Spectrometer and High resolution Mass Spectrometer having an estimated budget of Rs. 4 Crores from the fund released by the DST, Government of India for setting up a new Sophisticated Analytical Instrument Centre (SAIF) in IEST, Shibpur. The Committee approved the proposal that the process of purchase of the said items with an estimated budget of Rs. 4 Crores be started and recommended the amount for approval of the BOG to be held today. The committee further resolved that the procurement should be as per the provisions under the GFR 2017 and the CVC Guidelines on procurement.

Item No. 01.07 To consider the recommendation of the Building and Infrastructure Development Committee (vide Resolution No. 3.03) for administrative approval and expenditure sanction of the BOG regarding preliminary estimates of Rs. 15,416.95 Lakh towards the proposed construction of "Lecture Theatre Complex" at IEST, Shibpur as received from the Executive Engineer (P)/C-II, C.P.W.D under his memo no: 23(85)/WS/EZ-III/2017/45, dated 11.01.2017 along with architectural drawings.

Resolution 01.07:

The Committee resolved that the agenda of proposed construction of "Lecture Theatre Complex" for the Institute should be placed in the next meeting of the Finance Committee as a priority project in tune with the comprehensive development plan (as per EFC note and approval of the Cabinet) which will be prepared by the institute and be submitted in the next meeting of the Finance Committee and BOG for their consideration and approval.

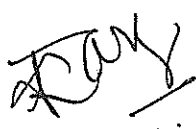
Item No. 01.08 To consider the recommendation of the Building and Infrastructure Development Committee (vide Resolution No. 3.02) for administrative approval and expenditure sanction of the BOG regarding preliminary estimates of Rs. 12,943.59 Lakh towards the proposed construction of '1000 capacity hostel for Boys' as received from the Superintending Engineer, Kolkata Central Circle No.-II, C.P.W.D under his memo no: 23(675)/SE-II/W-I/205, dated 25.10.2016 along with architectural drawings.

Resolution 01.08:

The Committee resolved that the agenda of proposed construction of proposed construction of '1000 capacity hostel for Boys' for the Institute should be placed in the next meeting of the Finance Committee as a priority project in tune with the comprehensive development plan (as per EFC note and approval of the Cabinet) which will be prepared by the institute and submitted in the next meeting of the Finance Committee and BOG for their consideration and approval.

Item No. 01.09 To consider the recommendation of the Building and Infrastructure Development Committee (vide Resolution No. 3.04) for administrative approval and expenditure sanction of the BOG regarding the following two detail estimates as received from the Superintending Engineer, Nabanna Circle, P.W.D under his memo no: 1026/4E-14/16-17, dated 14.12.2016 along with working drawings towards the proposed

- a) "Vertical extension of 3rd floor with steel structure of Richardson Hall"- Estimated value worth of Rs. 1,90,10,498/-



- b) "Vertical extension of 3rd floor with steel structure of McDonald Hall"- Estimated value worth of Rs. 1,90,10,498/-

Resolution 01.09:

The Committee resolved that the agenda of proposed construction of vertical extension of 3rd floor of the two students hostels, namely Richardson and McDonald Hall, should be placed in the next meeting of the Finance Committee as a priority project in tune with the comprehensive development plan (as per EFC note and approval of the Cabinet) which will be prepared by the institute and be submitted in the next meeting of the Finance Committee and BOG for their consideration and approval.

Item No. 01.10 To consider the recommendation of the Building and Infrastructure Development Committee (vide Resolution No. 3.05) for ratification of the BOG of the administrative approval and expenditure sanction by the Director towards various estimates of PWD (Civil), PWD (Elect.), PHE Dte and other works for such estimates above 25 Lakh with justification as per the resolution of the 4th meeting of committee for Financial Affairs (vide Resolution No. 3.05.06) held on 28.02.2017.

Resolution 01.10:

The Finance Committee considered the recommendation of the Building and Infrastructure Development Committee (vide Resolution No. 3.05) for ratification of the BOG of the administrative approval and expenditure sanction by the Director towards various estimates of PWD (Civil), PWD (Elect.), PHE Dte and other works for such estimates above 25 Lakh with justification as per the resolution of the 4th meeting of committee for Financial Affairs (vide Resolution No. 3.05.06) held on 28.02.2017. The Committee ratified the decision of the Director and recommended for approval of the BOG to be held today.

Item No. 01.11 To consider the recommendation of the Building and Infrastructure Development Committee (vide Resolution No. 3.06) for ratification and reporting of the BOG of the administrative approval and expenditure sanction by the Director towards various estimates of PWD (Civil), PWD (Elect.), PHE Dte and other works since 2nd meeting of Building and Infrastructure Development Committee.

Resolution 01.11:

The Finance Committee considered the recommendation of the Building and Infrastructure Development Committee (vide Resolution No. 3.06) for ratification and reporting of the BOG of the administrative approval and expenditure sanction by the Director towards various estimates of PWD (Civil), PWD (Elect.), PHE Dte. and other works since 2nd meeting of Building and Infrastructure Development Committee. The Committee ratified the decision of the Director and recommended for approval of the BOG to be held today.

Item No. 01.12 To consider the note of Prof. Prabir Pal, Dean Administrative Affairs, regarding selection of security agency at IEST, Shibpur.

Resolution 01.12:

The Finance Committee considered the note of the Dean Administrative Affairs and resolved that a complete note regarding the selection procedure of security agency, number of security personnel required for the campus, existing durwans of the institute involved in the security system and financial



requirement to be incurred for the security service should be submitted to the next meeting of Finance Committee. The Finance Committee further resolved that in the meantime the existing security agency may be given extension for two months.

Item No. 01.13 To consider the note of Prof. P. K. Paul, Dean, Administrative Affairs, regarding payment of liabilities of Mess Employees as per letter no. 538-Edn(U)/OM/15L/2017 dated Kolkata 19.05.2017 issued by Govt. of West Bengal, Dept. of Higher Education.

Resolution 01.13:

The Finance Committee considered the note regarding the issue of payment of liabilities of the Institute Mess Employees who have retired /deceased from the institute before 04.03.2014 which was sent to the State Government as the liabilities of the State. The committee also noted that the State Government vide their letter no. 538-Edn(U)/OM/15L/2017 dated Kolkata 19.05.2017 has replied that it should be the liabilities of the MHRD. The committee discussed the issue and resolved that the matter be immediately sent to the MHRD with a request to settle the matter with the State Government so that these employees should not face further hardship for nonpayment of their retirement benefit.

Item No. 01.14. Misc. 1. To approve the proposal of HOD, Electrical Engineering, IEST, Shibpur regarding procurement of NI LabView Academy-a software with campus license of estimated value of Rs. 25 Lakh.

Resolution 01.14: Misc. 1

The Finance Committee consider the proposal of HOD, Electrical Engineering, IEST, Shibpur regarding procurement of NI Lab View Academy-a software with campus license of estimated value of Rs. 25 Lakh and recommended the amount for approval of the BOG to be held today. The committee further resolved that the procurement of NI Lab View should be as per the provisions under the GFR 2017 and the CVC Guidelines on procurement.

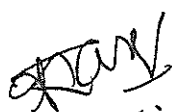
Item No. 01.14. Misc. 2. To consider the note of Prof. P.K. Paul, Dean, Administrative Affairs regarding the special allowance to Dy. Director, Deans, Associate Deans, Chief Warden and Associate Wardens as per order no F.No. 33-6/2011-TSII dated 5th July 2012.

Resolution 01.14. Misc. 2

The Finance Committee considered the note of Dean Administrative Affairs regarding the special allowance to Dy. Director, Deans, Associate Deans, Chief Warden and Associate Wardens as per order no F.No. 33-6/2011-TSII dated 5th July 2012. The Committee recommended that this order be adopted for the Institute with immediate effect by the BOG to be held today The committee further resolved that since the amount of special allowance of Rs. 3000/- for the Associate Deans is not mentioned in the order this matter be referred to the MHRD for their approval.

Item No. 01.14. Misc. 3. To consider the proposal of Dean Infrastructure Planning and Management regarding initiating process of reinstalling "Campus Cleaning" project.

Resolution 01.14. Misc. 3.



The Finance Committee considered the proposal of Dean Infrastructure Planning and Management regarding initiating process of reinstalling campus cleaning project of annual value of Rs. 67,83,073/- and recommended the amount for approval of the BOG to be held today. The committee further resolved that the procurement of the service of campus cleaning should be as per the provisions under the GFR 2017 and the CVC Guidelines on procurement.

Item No. 01.14. Misc. 4. To consider the proposal of Dean Infrastructure Planning and Management regarding initiating process of reinstalling "Campus Garbage Disposal" project.

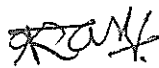
Resolution 01.14. Misc. 4

The Finance Committee considered the proposal of, Dean Infrastructure Planning and Management regarding initiating process of reinstalling campus garbage disposal project of annual value of Rs. 40,03,860/- and recommended the amount for approval of the BOG to be held today. The committee further resolved that the procurement of the service campus garbage disposal should be as per the provisions under the GFR 2017 and the CVC Guidelines on procurement.

Item No. 01.14. Misc. 5. To consider the proposal of Prof. Amit Roy Chowdhury, HOD, CHST regarding procurement of various instruments for the Centre funded by CCRH.

The Finance Committee considered the proposal of, Prof. Amit Roy Chowdhury, HOD, Centre for Health Care Science and Technology (CHST) regarding procurement of various instruments for the Centre for an estimated value more than 25 Lakhs funded by CCRH. The committee recommended the amount for approval of the BOG to be held today. The committee further resolved that the procurement of the instrument should be as per the provisions under the GFR 2017 and the CVC Guidelines on procurement.

There being no other items, the meeting ended with a vote of thanks to the Chair.

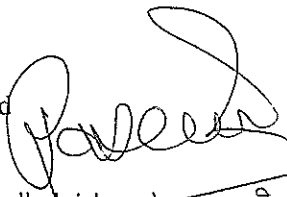


(Prof. Ajoy Kumar Ray)
Director, IEST, Shibpur



(Dr. Biman Bandyopadhyay)
Ex-Officio Member Secretary, Finance Committee &
Registrar, IEST, Shibpur

Approved



(Dr. K. Radhakrishnan)
Chairperson, Finance Committee, IEST, Shibpur

25/11/17

