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# NATIONAL INSTITUTE OF TECHNOLOGY, MANIPUR

**Manipur Campus :**

Campus of Govt. Polytechnic Takyel  
Imphal, Manipur

**Mentors' Contract :**

National Institute of Technology , Agartala  
Borjala, Jirania, Tripura (West)  
PIN : 799055

## MINUTES

*For the 1<sup>st</sup> meeting of the*

## FINANCE COMMITTEE

Date : July 13, 2010 (Tuesday), at 4:00PM  
Venue : Conference Hall, 1<sup>st</sup> Floor, 'C' Wing  
Ministry of HRD, Shastri Bhavan (Gate No 6),  
New Delhi

# **NATIONAL INSTITUTE OF TECHNOLOGY, MANIPUR**

(Mentor Institution-NIT Agartala)

Agenda for the 1<sup>st</sup> meeting of the Finance Committee of NIT, Agartala to be held on July 13, 2010 (Tuesday) at 4:30 PM at Conference Hall, 1<sup>st</sup> Floor, 'C' Wing, MHRD, New Delhi.

## **AGENDA ITEMS**

<b>Item No.</b>	<b>Items</b>
1.	<b>Approval of budgetary estimate for the year 2010-11.</b>
2.	<b>Adoption of Purchase Rules / Financial Rules and Regulation for NIT Manipur.</b>
3.	<b>Purchase of Vehicle for NIT Manipur</b>
4.	<b>Honorarium for Adjunct, Part time Faculty for NIT Manipur</b>

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Minutes of the Joint Meeting of the Finance Committee of the new NITs held on 13-07-2010 in the Conference Hall of MHRD (in room no. 112, C - Wing, Shastri Bhawan, New Delhi)

The Joint meeting (i.e. the 1<sup>st</sup> meeting) of the Finance Committee of the new NITs was held on 13<sup>th</sup> July 2010 under the Chairmanship of Ms. Vibha Puri Das, Secretary (HE) as well as the Chairperson of all the Board of Governors of new NITs. The meeting was attended by the following members.

- i) Ms Vibha Puri Das, Chairperson, Board of Governors, Ex-officio Chairperson.
- ii) Mr. N. K. Sinha, Joint Secretary (DE/T) MHRD, New Delhi.
- iii) Shri H. R. Joshi, Director (NITs), Ministry of Human Resource Development, Department of Higher Education, New Delhi.
- iv) Mr. Harvinder Singh, Deputy Secretary (NITs), MHRD, Department of Higher Education.
- v) Mr. Moses Chalai, Commissioner (Technical Education), Govt. of Manipur, represented the State of Manipur.
- vi) Prof. (Dr.) P. K. Bose Director NIT Manipur.

The Member who expressed their inability to attend the meeting are:

- i) Shri S. K. Ray, Addl. Secretary and Financial Advisor, NHRD, New Delhi.
- ii) Dr. D. K. Pliwal, Deputy Educational Advisor, MHRD, Member Secretary - AICTE.

At the outset Secretary (HE) welcomed all the participants for attending the first Joint meeting of the Finance Committee of the new NITs and narrated the need of the hour for preparation of Budget for Plan and Non-plan expenditure as well as drawing of Master plan with the intension to take up of various construction projects which are urgently needed for the interest of the NITs. Then the Chairperson requested Joint Secretary (DE/T) to initiate the discussion on the Agenda points prepared by the new NITs.

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**Item No. 1: Approval of budgetary estimate for the year 2010-11.**

After thread bare discussion the Board approved the budget for the year 2010-11 for NIT Manipur with a total outlay of Rs. 30.00 crores under Plan Head and Rs. 2.59 crores under Non-plan Head. The Board further suggested that for sanction of grant of fund from the Ministry; budget shall be placed to the Ministry

The details of the Annual Budget of NIT Manipur under PLAN and NON-PLAN heads are given in as under.

**Plan Budget 2010-2011**

Amount in Lacs.

Sl. No.	Head of Expenditure	Estimated Amount
1.	Construction of Administrative Building	600.00
2.	Construction of Class Room	600.00
3.	Construction of Hostel (Boys)	800.00
4.	Construction of Hostel (Girls)	800.00
5.	Renovation of Existing Office Buildings, class rooms, laboratory etc.	200.00
	<b>TOTAL</b>	<b>3000.00</b>

**Non-Plan Budget 2010-2011**

Amount in Lacs

Sl. No.	Head of Expenditure	Estimated Amount
<b>A.</b>		
1.	Salary of Faculty Members	60.00
2.	Salary of Non-Faculty Members	30.00
3.	Travel Expenses	10.00
4.	Other Expenses (Staff)	10.00
<b>B.</b>		
5.	Other Administrative Expenses	12.00
6.	Academic Expenses	12.00
7.	Departmental operating cost (recurring)	6.00
8.	Electricity & Power	6.00
9.	Medical Expenditure	5.00
10.	Security Service	12.00
11.	Library / Books	25.00
12.	Research, Journal	5.00
13.	Postage Stamp	0.60
14.	Student's Affaire	10.00
15.	Horticulture Service	6.00
16.	Transportation: Car & Bus purchase	50.00
	<b>TOTAL</b>	<b>259.00</b>

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**Summary of the Budget is given as under: Amount on Lacs**

Sl No.	Head of Account	Budget for the year 2010-11	Budget for the year 2011-2012
1	Plan Grants	3000.00	6500.00
2	Non-Plan Grants	259.00	450.00
	<b>TOTAL</b>	<b>3259.00</b>	<b>6950.00</b>

**Item No. 2: Adoption of Purchase Rules / Financial Rules and Regulation for NIT Manipur.**

The Finance Committee resolved that the “General Finance Rules-2005” with its amendments shall be followed for all purchase procurements at NIT Manipur.

**Item No. 3: Purchase of Vehicle for NIT Manipur.**

The Finance Committee discussed the transport requirements of officials and students of NIT Manipur and resolved to hire cars and buses as per the need of the institute. The Committee further suggested that the Institute should invariably justify comparing judiciously between the two options which one is beneficial for the Institute in the long run; the options are (1) buying of vehicles out of huge investment and maintenance cost thereof and (2) hiring of vehicle and car from outside agencies.

**Item No. 4: Honorarium for Adjunct, Part time Faculty for NIT Manipur.**

It was discussed and approved that the amount of honorarium to be paid for Adjunct / Part-time faculty members engaged in academic work @ Rs. 250.00 (Rupees two hundred fifty only) per class but not exceeding Rs. 4000.00 (Rupees four thousand only).

The remuneration for part time / visiting Instructor for Workshop / Labs was approved as Rs. 150.00 per class for locals and Rs. 250.00 for persons from industry and other institution but the monthly remuneration shall not exceed to Rs. 1200.00 (Rupees one thousand two hundred only).

Further, the Finance Committee has discussed the need for deputation of permanent Faculty or Faculties from the Mentoring Institute to NIT Manipur. Accordingly, the FC recommended deputation of a permanent Faculty from the

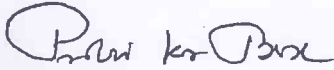
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Mentoring Institute on "Short term deputation" basis. It was decided the honorarium shall be as per the GoI norms.

To facilitate the smooth functioning of NIT Manipur, the officials of NIT Agartala who are actively engaged for NIT Manipur may be paid honorarium at the following rates: Dy. Registrar (Audit) @ Rs. 4000.00 (Rupees four thousand only) and Registrar @ Rs. 6,000.00 (Rupees six thousand only) per month.

It was also agreed that external members on various Committees like BOG / FC / BWC / Senate and Selection Committees etc shall be paid sitting allowance as per the current norm of NIT Agartala fees, i.e. of Rs. 2000.00 (Rupees two thousand only) per sitting.



**Prof. (Dr.) P. K. Bose**  
**Mentor Director, NIT Agartala**



**(Ms Vibha Puri Das)**  
**Chairman**

(विभा पुरी दास)  
(VIBHA PURI DAS)  
सचिव/Secretary

मा. सं. वि. मन्त्रालय/Min. of H.R.D.  
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नई दिल्ली/New Delhi