

**SHAHEED BHAGAT SINGH
COLLEGE OF ENGINEERING & TECHNOLOGY,
MOGA ROAD, FEROZEPUR**

**AGENDA OF
THE 21st MEETING OF THE FINANCE COMMITTEE**

VENUE: Office of the Principal Secretary to Government of Punjab,
Department of Technical Education & Industrial Training
Room No. 219, 2nd Floor, Mini Secretariat, Sector -9
Chandigarh

01-06-2010
Date 25.05.2010
Time: 11.30 AM

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CONSTITUTION OF THE FINANCE COMMITTEE

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.	Principal, Shaheed Bhagat Singh College of Engg. & Technology , Ferozepur	Member
5.	Registrar, Shaheed Bhagat Singh College of Engg. & Technology, Ferozepur	Member- Secretary

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Item No. 21.1: Confirmation of the approved proceedings of the 20th Meeting of the Finance Committee.

The approved proceedings of the 20th meeting of the Finance Committee held on 18.8.2009 were circulated to the members of the committee for information and comments, if any, vide memo no. 13441 (Annex. - I, p 34-35)

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

Item No. 21.2: To report for action taken on the decisions of the 20th meeting of Finance Committee.

Item No. 20.1: Confirmation of the approved proceeding of the 19th Finance Committee.
Decision : The proceedings were confirmed.
Action : No action is called for.

Item No. 20.2: Action taken on the decision of the 19th meeting of the Finance Committee
Decision : The action taken on the decisions of the 19th meeting were noted by the members.
Action : No action is called for.

Item No. 20.3: Annual audited Balance Sheet and Income & Expenditure statement for the financial year 2008-09.
Decision : The item was approved.
Action taken : No action is called for

Item No. 20.4 (A): Budget estimate for the year 2009-10 for Engineering Wing, Poly Wing and School Wing ---Main Account (Tuition Fee)
Decision : Item was approved as proposed. Further, it was decided that the re-appropriation of the budget, if there is any due to less number of student intake, should be put up in the next meeting of the Finance Committee.
Action : The re-appropriation has been done by taking the actual no of students and is being put up in this Finance Committee. The approved budget was taken in the book of accounts and payment was released accordingly.

Item No. 20.4 (B): Budget for Development Fund for Engineering Wing, Polytechnic Wing and School Wing for the year 2009-10.
Decision : The budget for development fund as proposed was approved. However, it was decided to construct the girls' hostel on priority basis on the pattern of newly built up hostel at TIET, Patiala (Deemed University) instead of constructing Gymnasium Hall and Swimming Pool proposed under this item. Further, it was decided that the re-appropriation of the budget, if there is any due to less Number of students intake, should be put up in the next meeting of the Finance Committee.
Under this item, it was further decided that:
1 The college must purchase Wi-Fi system immediately.
2 College must renovate and upgrade the college library.

- 3 College must provide the chapatti making machines in all the hostels.
4. College must renovate the toilets/bathrooms in the hostel as well as in the college building.
- Action** : The re-appropriation has been done by taking the actual no of students and is being put up in this Finance Committee. The approved budget was taken in the book of accounts and payment was released accordingly. Further, regarding the construction of new Girls Hostels, college has written to B&R office to propose the budget estimate and architectural drawing for girl hostel on the pattern of new hostel built up at TIET Patiala, but till date the B&R office did not provide the said budget estimate. Further,
- (i) The College has invited the tender for Wi-Fi system in the month of December,2009 and the project is under process.
 - (ii) The e-Resources are being subscribed for college library from Science Direct/ Elsevier
 - (iii) The college has initiated the process for procuring chapatti making machine for the Hostels.
 - (iv) The bathrooms/toilets in the hostel as well as college building have been renovated.
- Item No. 20.4 (C):** **Budget estimate for the year 2009-10 for Engineering Wing, Polytechnic Wing and School Wing for the Student Activity Fund.**
- Decision** : Item was approved as proposed.
- Action taken** : The budget estimate as approved by the Finance Committee was taken in the books of account and payment released accordingly.
- Item No. 20.5** : **Approval for placement of Junior Technician Lab/Workshop from due date or date of policy approved.**
- Decision** : The item was deferred and will be put up in the next meeting of Finance Committee.
- Action** : The item has been put up in this Finance Committee Meeting.
- Item No. 20.6** : **Enhancement of fees of advocates for judicial works and to approve the panel of advocates for Punjab and Haryana High Court, Chandigarh and District Courts.**
- Decision** : The item was approved as proposed subject to the condition that this fee will be for the entire case not for one hearing.
- Action** : The decision has been implemented.
- Item No. 20.7** : **Payment of Arrears to faculty for pay revision w.e.f 1996.**
- Decision** : The item was approved as proposed subject to the conditions that the concerned faculty members have to submit an affidavit that they will withdraw the petition from the Hon'ble Punjab and Haryana High Court and they will not claim any interest on the arrear. Further, it was decided that college should write a letter to MHRD/AICTE for the release of payment to be paid to the faculty members from the college funds as an arrears of revised pay scales implemented w.e.f 1996.
- Action** : The College has paid arrears to only those faculty members who are on roll of the college after taking the requisite affidavits from the concerned faculty members. Further the letter has already been sent to MHRD/AICTE for getting the amount from MHRD.
- Item No. 20.8** : **Any other item with the permission of chair**
The following one item was put up as a supplementary item:
- Supplementary Item:** **To pay honorarium to the Assistant Warden**
- Decision** : It was decide to pay Rs.450 as honorarium to the Assistant Warden.
- Action** : The decision has been implemented.

Item No. 21.3: Annual Audited Balance Sheet and Income &

Expenditure Statement for the Financial year ~~2009-10~~ 2010-11

Financial Statement for the year ending ~~31-3-2010~~ ³¹⁻³⁻¹¹ along with Receipt & Payment and Income & Expenditure duly audited by M/s Sunil Narula & Associates, Chartered Accountant is placed at (Annex. – II, p. 36-39.)

The item is placed before the Finance Committee for consideration and approval please.

The budget estimate of the main account (tuition fee) is proposed as given below

S.No.	Particulars	EW+PW	EW+PW	E.W.	P.W.	EW+PW
		Expected Receipt during yr 2009-10(in lacs)	Actual Receipt during year 2009-10(in lacs)	Expected receipt during 2010-11(in lacs)	Expected receipt during 2010-11(in lacs)	Expected/ receipt during 2010-11(in lacs)
1	Grant-in-aid from Govt.of Punjab	0	0	0.00	0.00	0.00
2	Tution fee from students	744.3	709.2#	724.50	79.20	803.70
3	Interest from Bank	46.64	54.25	258.82*	0.00	258.82*
4	Misc.Income	1.41	1.41	39.79	0.00	39.79
	Total	792.35	764.86	1023.11	79.20	1102.31

* Interest from bank includes interest income of GIA, Misc.a/c, Student Activity A/cs as per the decision of meeting held on 15.2.2010 at DTE/IT, Chd.

Actual No. of students (Engg. Wing) = 1510 x 45000/-per student = Rs.679.50 lacs.

Actual No. of students(Poly Wing) = 180 x 16500/-per student = Rs.29.70 lacs.

Total Rs. 709.20 lacs

Opening balance as on 01.04.2010	
State Bank of Patiala, FZR (Cash)	57.38
in the form of FDRs	864.28
Total Rs.(Lac)	921.66

Details of Tution Fees

Engg.Wing

Tution fee per student per annum = Rs.45000/-

Total no. of students = 1580+30* = 1610

Total fee= 45000 x 1610 students = 724.50 lacs

* 30 seats are applied for enhancement for the year 2010-11

Poly.Wing

Tution fee per student per annum =Rs.16500/-

Total no. of students = 360+120*

Total fee= 16500 x 480 students = 79.20 lacs

*120 seats are applied for enhancement for the YEAR 2010-11

Detail of Misc. Income

S.No.	Description	Amt.
1	Certification, Xerox etc.	60249.00
2	Private use of vehicle	55314.00
3	Building rent	396363.00
4	Sale of forms	188390.00
5	Recovery of HRA, Elecy charges	902820.00
6	College Registration fee	805000.00
7	Room rent, Fan rent, water and Electricity charges etc.	1570500.00
	Total	3,978,636.00

(iii) Estimated Expenditure out of TUTION FEE for the year 2010-11

This Budget proposal for salary & allowance, medical re-imbursment, TA/DA, CPF contribution & pensionary benefits, and Leave encashment etc. is prepared for the financial 2010-11 keeping in view requirement of recurring expenditure so that various activities of the college may be conducted effectively and efficiently.

a RECURRING EXPENDITURE

S.No.	Head of Account	Budget allotted 2009-10(Lacs)	Actual exp.2009-10(Lacs)	Proposed expdtr. 2010-11	Budget allotted 2009-10(Lacs)	Actual exp.2009-10(Lacs)	Prop exp. 2010-11	Proposed expdtr. 2010-11
1	Salary/Allowances/ Medical reimbursement, CPF/GPF Contributions & Pensionary benefits	661.67	517.18	790.14	46.28	1.66	40.8	830.94
2	TA/DA & LTC	2.00	2.53	5.00	0.20	0	0.5	5.50
3	Conferences, Seminars, Memberships	3.00	0.19	0.19	0.20	0	0	0.50
4	Wages of Security staff	22.00	24.84	30.00	0.00	0	0	30.00
5	Arrears of Teaching staff * of Non-Teaching staff **	28	25.78	30.00	0.00	0	0	30.00
6	Leave encashment, Gratuity, Ex- gratia	6.00	0.00	0.00	0.00	0	0	0.00
	Total	769.67	570.52	825.14	46.48	1.66	41.3	866.44
* Rs.25.78 lacs on a/c of arrear of teaching staff w.e.f. 1.1.96 has been disbursed to the teachers those who are presently on roll.								
** Rs.47.00 lacs on a/c of arrear of non-teaching staff w.e.f. 1.1.2006 were kept for payment but due to non-receipt of Punjab Govt. instructions the said amt. was not disbursed.								
These figures are given in the below mentioned summary sheet:								

Summary		Rs.(in Lacs)
Opening balance as on 1.4.10	Less arrears #	921.66
	170.00	
Balance amt.	751.66	
Expected Receipts	1102.31	
Funds of Tution fee account transferable from other accounts which were inadvertently posted in year 2009-2010	132.22	
Total Receipts (1)	1986.19	
Expected Expenditure (2)	866.44	
Total savings (1-2)	1119.75	

NOTE
#Since the amount of arrear of revised pay scale for teaching and non-teaching staff is for the period from 1.1.2006 to 31.3.2010 and 31.7.2009 resp. hence it has been adjusted from the corpus fund of Tution fee which is being maintained in the form of FDRs.

Distribution of arrear amount is as under :
To teaching staff of the revised pay scale implemented w.e.f.1.1.1996 = 20 lacs
To Non-teaching staff of the revised pay scale implemented w.e.f.1.1.2006 = 80 lacs
To teaching staff (20 % share) of the revised pay scale implemented w.e.f. 1.1.2006 to 31.3.2010 = 70 lacs

The budget estimate for the development fund for the year 2010-11 is proposed as given below :

(I) INCOME FOR THE YEAR 2010-11

S.No.	Particulars	EW+PW	EW+PW	E.W.	P.W	EW+PW
		Expected Receipt year 2009-10 (Lacs)	Actual Receipt year 2009-10	Expected/ receipt during 2010-11 (Lacs)	Expected/ receipt during 2010-11(Lacs)	Total receipt during 2010-11(Lac)
1	Development fees to be received from students	110.75	103.10*	104.65	13.20	117.85
2	Interest from Bank (shifted to Tution fee	10.42	10.42	0.00	0.00	0.00
3	Misc.Income(CET& JET Coaching)	0	0	0.69	0.56	1.25
	Total	121.17	113.52	105.34	13.76	119.10

Actual No. of students (Engg. Wing) = 1510 x 6500/-per student = Rs.98.15 lacs.

Actual No. of students(Poly Wing) = 180 x 2750/-per student = Rs.4.95 lacs.

Total Rs.103.10 lacs

Opening balance as on 01.04.2010 (In Lacs)

1	State Bank of Patiala , Ferozepur(Cash)	48.51
2	In shape of FDR's	601.68
	Total Rs.(Lac)	650.19

Details of Development Fund

Engg.Wing

Development Fund per student per annum
Total no. of students = 1580+30* = 1610
Total fee= 6500 x 1610 students =104.65 lacs
* 30 seats are applied for enhancement for the year 2010-11

Poly.Wing

Development Fund per student per
Total no. of students = 360+120* =480
Total fee= 2750 x 480 students =13.20 lacs
*120 seats are applied for enhancement for the year 2010-11

(II) Estimated Expenditure out of Development Fund for the year 2010-11

This Budget proposal for expenditure on "Development Fund" is prepared keeping in view Recurring & Non-Recurring expenditure and also to provide the other facilities so that the various activities of the institute may be conducted effectively and efficiently

S.No.	NON-RECURRING (OTHERS) Head of Account	ENGINEERING WING (E.W)			POLYTECHNIC WING (PW)		
		Budget allotted 2009-10 (Lac)	Actual expdtr.2009-10(Lac)	Proposed expnd.2010-11(Lac)	Budget allotted 2009-10(Lac)	Actual expdtr.2009-10(Lac)	Proposed expnd.2010-11(Lac)
1	Machinery & Equipments for Lab.,Workshop,Computer Labs etc.	175.50	31.04	147.40	14.00	0.00	23.50
2	Building & Development, Misc.(Enhancement of ElecY.Load,New Parking area and new cable)	150.00	0.00	53.00	0.00	0.00	0.00
3	Furniture & Fixtures	5.50	4.70	5.50	5.00	1.85	5.00
4	Library Expenditure	11.00	0.53	11.00	5.00	0.00	2.00
5	Office/HostelEquipments	6.00	3.11	6.00	0.00	0.00	0.00
6	Purchase of Jeep/ SUV and tractor	0.00	0.00	13.00	0.00	0.00	0.00
7	False ceiling, flooring, furniture for Principal office and other offices	0.00	0.00	20.00	0.00	0.00	0.00
	Total	348.00	39.38	255.90	24.00	1.85	30.50
b)	RECURRING EXPENSES (CONTINGENCY)						
1	Freeship	0.00	0.00	0.00	0.00	0.00	0.00
2	Horticulture & Land scapping	1.75	0.75	1.75	0.00	0.00	0.00
3	Insurance of college vehicle	0.55	0.43	0.55	0.00	0.00	0.00
4	Maintenance of Buildings	28.00	24.93	30.00	0.00	0.00	0.00
5	Maintenance of Machinery equipment	2.00	2.97	3.00	0.00	0.00	0.00
6	Office expenditure	1.10	1.11	1.50	0.00	0.00	0.00
7	Postage & Telegraph	0.60	0.38	0.60	0.00	0.00	0.00
8	Raw materials & Consumables	2.00	2.00	2.20	0.00	0.00	0.00
9	Telephone expenditure	1.50	0.66	1.50	0.00	0.00	0.00
10	Vehicle repair & maintenance	4.50	3.42	4.50	0.00	0.00	0.00
11	Training & Placement	0	0.00	6.00	0.00	0.00	0.00
12	TA/DA to to experts	0.5	0.34	0.50	0.00	0.00	0.00
13	Conference & Seminar, Membership	3.00	0.19	5.00	0.00	0.00	0.00
14	Water & Electricity	55.00	55.64	60.00	0.00	0.00	0.00
15	Insurance of Building, Machinery & Equipment	5.00	0.00	5.00	0.00	0.00	0.00
	Total	100.50	92.82	122.10	0.00	0.00	0.00

Summary		Rs.(Lacs)
a)	Opening balance 1.4.10	650.19
b)	Add receipt during the year 2010-11	119.10
	Total Receipts (1)	769.29
c)	Non-Recurring Expenditure (Others)	286.40
d)	Recurring Expenditure	122.10
e)	Liabilities (EMD)	5.28
	Total Expenditure (2)	413.78
	Balance funds available(1-2)	355.51

(ii) Estimated Expenditure out of Student Activities fund account for the year 2010-11

Sr.No.	Head of Account	ENGINEERING WING (E.W)		POLYTECHNIC WING (PW)		EW+PW
		Budget allotted 2009-10	Actual expdtr. 2009-10	Budget allotted 2009-10	Actual expdtr. 2009-10	
1	Sports expenses	4.00	1.47	6.00	0.00	6.00
2	Annual function and annual sports/convocation	3.00	1.26	6.00	0.00	6.00
3	Printing of Souvenir/brouchers and prospectus etc.	4.00	4.69	4.50	0.00	5.50
4	Health centre, Salary of Dispensary Staff and Medicines	9.50	7.47	9.50	0.00	9.50
5	Advertisement & Publicity	7.50	7.25	7.50	0.00	9.50
6	Generator set (Diesel & repair)	20.00	6.07	20.00	0.00	20.00
7	Entertainment to guests	1.00	0.16	1.50	0.00	1.50
8	Wi-Fi Facility	0.00	0	23.00	0.00	23.00
Total		49.00	28.37	78.00	0.00	81.00

Summary		Rs.(Lacs)
a)	Opening balance 1.4.10	624.73
b)	Add receipt during the year 2010-11	79.25
	Total Receipts (1)	703.98
c)	Recurring Expenditure	81.00
	Total Expenditure (2)	81.00
	Balance funds available(1-2)	622.98

Item No. 21.5: To approve the rate of interest to be paid to the employees on CPF / GPF during 2009-2010.— 2010-11

The employees of Shaheed Bhagat Singh College of Engg. & Tech., Ferozepur are to be paid interest on CPF / GPF accumulations during the Financial Year-2009-2010. 2010-11

Punjab Govt. is paying rate of interest on GPF/CPF accumulation @ 8% (Annexure--IV p 50-51). Therefore it is proposed that the interest @ 8% may be allowed to be paid to the employees of this college.

Submitted for approval please.

Item No. 21.6: Implementation of the recommendations of the 5th Punjab Pay Commission to the Non-teaching staff.

This item was put up in the 7th meeting of BOG of this college. It was decided in the said meeting to put up this item in the next meeting of Finance Committee.

This Institute had received the Punjab Government Notification No. 5/10/09-5FP1/207 dated 27.05.2009 duly endorsed by Directorate of Technical Education & Industrial Training, Punjab, Chandigarh vide Endst. No. 1620-1625 dated 12.06.09.(Annexure- V p. 52) regarding implementation of the recommendations of the 5th Punjab Pay Commission to the Non-teaching staff.

Accordingly, this Institute fixed the pay of the concerned staff and sent to DTE, Punjab, Chandigarh vide this Office letter no. 4464 dated 03.08.09 for vetting the cases of pay fixation to pay the salary to the concerned staff from the Month of August 2009 as per revised scales.

In response to the above, this office received the reply from the DTE, Punjab, Chandigarh to get the vetting lateron and pay the salary to concerned staff from the Month of August 2009 as per revised scales. Accordingly, this Institute has implemented the revised pay scales from the Month of August 2009 to the Non-teaching staff.

The Hon'ble Secretary, Technical Education has directed the Institute to put this matter in the BOG meeting vide Memo no. 2/178/09-09-4TE2/3500 dated 26-08-09.

So the item is put up before the Finance Committee for their kind consideration and approval please.

Item No. 21.7: Approval to pay revise pay scale to the Teaching staff.

This item was put up in the 7th meeting of BOG of this college. It was decided in the said meeting to put up this item in the next meeting of Finance Committee

This Institute has received the Punjab Government Notification No. 5/10/09-5FP1/207 dated 27.05.2009 duly endorsed by Directorate of Technical Education & Industrial Training, Punjab, Chandigarh vide Endst. No. 1620-1625 dated 12.06.09 regarding Implementation of the recommendations of the 5th Punjab Pay Commission.

Accordingly, this Institute has implemented the revised pay scales from the Month of August 2009 to the Non-teaching staff.

It is stated that the Government of Punjab has not yet issued the notification of revised pay scales for the faculty of State Managed Engineering colleges. However, AICTE has issued a notification of revised pay scales to teaching. The AICTE notification No. F No.37-

-3/Legal/2010 dt 5th March, 2010 is placed as (Annex.VI, p 54-70) Sant Longowal Institute of Engg. & Tech, Longowal, has already implemented the said AICTE notification.

Hence it is proposal that permission may please be given to pay the revised pay scale to the Teaching staff as per the notification to be issued by Punjab Govt.

So the item is put up before the Finance Committee for their kind consideration and approval please.

Item No. 21.8: Retaining of House during the period of study leave.

To upgrade the skill and qualifications, faculty members of the college are sent on study leave/ QIP leave every year. As per college Bye Laws No. 6.14, they were allowed to retain the houses in the college campus for the period of 3 months, whereas this leave is initially for the period of two years and extendable for three years. Therefore the family of the faculty members suffers lot of inconvenience during the period of study leave.

Under these conditions every faculty members have to approach the higher authority to retain the accommodation in the college campus during the study leave.

Mr. Manjinder Singh and Dr. T.S. Sidhu has already been allowed by the Higher Authority to retain the accommodation in the college campus during the entire period of study leave. The case of Mrs. Anila Gupta is in the pipe line.

It is proposed that faculty members may be allowed to retain the accommodation during the period of study leave or any other kind of leave taken for pursuing the higher education

The matter is placed before the Finance Committee for their kind consideration and approval please.

Item No.21.9: Insurance of students and Revision of terms and conditions for payment out of the existing student exigency fund.

The college is collecting Rs. 250/- per semester per student to create the "Student Exigency Fund", out of which financial aid is given to the students whose father /earning members of the family dies during the course of his / her study. This scheme was approved vide agenda item no. 16.8 in the 16th Finance committee meeting. The copy of the agenda item is placed at (Annexure-VII p 71-72) .

As per the terms and conditions specified in the said scheme, the following aid is allowable from this fund:

College fee (Rs. 70,000/- per year or actual, whichever is less).

A lump sum help of Rs. 1.5 lacs during the year of death and Rs. 75,000/- per year subsequently during the remaining normal programme of his/her programme of study, to meet the other expenses like mess bills etc

It is found that the number of claimants are increasing over the period of time and the amount of funds generated under this head is limited. The status for the academic year 2009-10 is that out of Rs. 9.12 lacs available under this head, Rs. 6.26 lacs has been allowed as aid to the claimants for the academic year 2009-10. (Annexure-VII p 73-74)

In view of this fact, it is suggested that:

1 The college has been instructed by the govt. to get the students insured by some agency (Annexure-VII p.75). The college is in process of placing order to an agency for the insurance of the students @ Rs. 40.65 per lac per year for each student (Annexure -VII p 76.). The amount to be deposited with the insurance company will be according to the fees payable by the student for the remaining period of study.

2. Further, this amount of Rs. 40.65 per lac per year for each student, may be chargeable out of the contribution by the students towards Exigency Fund for all the existing students and fresh admissions 2010 onwards.

3. Only those cases which are not covered by the insurance system as mentioned above, the aid shall be admissible through exigency fund scheme.

4. Further, for all the existing students and fresh admissions 2010 onwards, from the academic year 2010-11 onwards, the terms & conditions for release of financial aid from this fund are proposed to be amended to, as given below:

College fee (around Rs.70,000/- at present) for the remaining period of study, which is yet to be paid.

The lump sum payment is proposed to be revised to Rs. 30,000 in the year of death only. This is being proposed in view of the fact that the contribution for insurance is proposed to be paid out of the contribution towards exigency fund (as mentioned in point no.2) and the amount payable may overshoot the amount available under this head.

Submitted for kind consideration and approval please.

Item no.: 21.10: Approval for Placement of Junior Technician Lab/workshop from due date or date of policy approved.

Laboratory Assistants and Skilled Assistants working in this college were re-designated as Jr. Technicians in 9th Finance committee meeting of the college held on dt. 16.7.2001 so as to bring them at par with the pattern of Punjab Government. As per Punjab Amendment Pay rules 1998 Annex.-VIII, p.77) , the Technicians were to be divided in three categories from the date of implementation of this rule:-

50% of Total Strength in Junior Technicians
30% of Total Strength in Technician Grade-II
20% of Total Strength in Technician Grade-I

But in our College, this categorization was done in August 2006. As a consequence many Technicians working in the college have suffered. Even some Jr. Technicians have been placed on higher basic pay than the person placed as Technician Grade-II. These Technicians have given many representations to implement the policy from the date of its Approval in our College.

Taking into consideration the Punjab Amendment pay Rule 1998, it is recommended that all these Lab assistants/skilled assistants may be placed in above three categories from the date of approval of this policy in 9th Finance committee meeting of the college.

The matter is placed before the Finance committee for Consideration and approval please.

Item No. 21.11: Payment of Arrears to faculty for pay revision w.e.f. 1.1.1996
The pay scale of faculty was revised and implemented in March,

2000 w.e.f. 01-01-1996 as per Punjab Govt. notification no. 1 / 13 / 2000 - 4FPI / 3220 Dt. 02-03-2000. After the implementation of revised pay scales the arrear due was paid to all the non teaching staff irrespective of their date of joining. However, the arrear of revised pay scale was paid only to only those faculty members who had joined on or before 1-1-1996 whereas the faculty who has joined after 1-1-1996 has not been paid their arrears for revised pay scale for the period of 1-1-1996 to 31-3-2000.

In the 20th meeting of Finance Committee it was decided to pay the arrears of revised pay scales w.e.f. 1.1.1996 to the teaching faculty. Accordingly the budget of Rs. 28.00 lacs was approved for the above said purpose out of which Rs. 26.00 approx. was disbursed to the on-roll faculty members. Now to pay arrears to faculty members who left the College, Rs. 20 lacs (approx.) more are required. Provision of Rs. 20.00 lacs has been made in the proposed budget.

The matter is placed before the finance committee for approval to pay the said arrears to those faculty members who left the college.

Item no. 21.12: Providing Wi-Fi facility in the College Campus

In the 20th meeting of Finance Committee, it was decided to provide Wi-Fi facility in the college campus. Accordingly a meeting of HODs was called and it was decided to provide the Wi-Fi facility in the Hostels, Shopping Complex and Residential area of the college campus (Annexure-IX p 78-79). Thereafter an open tender was floated and order for the same has been placed.

Now it has been proposed that instead of providing Wi-Fi facility to the residential area, the college should provide only the dedicated network point up to the houses of the staff and the staff will procure necessary equipment (Access points) and Laptop / PDA / Desktop etc. from their own pocket.

The matter is placed before the Finance Committee for approval please.

Item no. 21.13: Payment of Honorarium to Cashier

Polytechnic was started functioning in this college from August, 2009. Thereafter, the clerical work of the poly wing was distributed among the present ministerial staff members. As a consequence, the work of college cashier has increased and it also involves a high risk in handling cash all the time. Hence, it is proposed to pay Rs. 500/- per month as an honorarium to the college cashier from the date of starting of the poly wing in this college.

It is worth mentioning here that BCET, Gurdaspur has already got approved in the Finance Committee meeting that an honorarium of 10% of Basic pay will be paid to the staff who is engaged in Polytechnic work.

The matter is placed before the Finance committee for Consideration and approval please.

Item no. 21.14: Payment of Honorarium to Training & Placement Officer (TPO)

In the present era of globalization, the educational service sector is also not spared from the competition. To survive in this scenario one has to put his best efforts in providing enthralling services to the users. As far as State Govt. Managed Engineering Colleges are concerned there also exists a tough competition and to stay alive among this we have to put our maximum in facilitating students in getting placed / settled in their chosen field of Engg. & Technology.

In our College, the post of TPO is lying vacant since its inception in 1995. Therefore the charge of TPO is given to some faculty member

as an additional duty by reducing his teaching load. Hence, it is proposed to pay Rs. 1,000/- per month as honorarium to TPO which may be further enhanced on performance basis.

The matter is placed before the Finance committee for Consideration and approval please.

Item no.21.15: Implementation of Contributory Pension Scheme to the new Staff of SBSCET

As per previous practice, the staff of this college was allowed to contribute towards GPF / CPF scheme as per their preferences and the equal amount was contributed by the college in their respective funds.

As per the Punjab Govt. Notification No. 3/72/2003-3FPC/7280 dated 12-12-2006, the Govt. employees who have joined on various posts on or after the 1st Jan. 2004 shall be governed by New Defined Contributory Pension Scheme. The salient features of this scheme are given as under:

- i) The new pension scheme will work on defined contribution basis and will have two tiers – Tier-I & II. Contribution to Tier-I is mandatory for all govt. employees joining govt. service on or after 1-1-2004, whereas Tier-II will be optional and at the discretion of govt. employees.
- ii) In Tier-I, all govt. employees will have to make a contribution of 10% of their basic pay and DA which will be deducted from their salary bill every month by the DDO/Head of Office concerned. The Govt. will make equal matching contribution.
- iii) Tier-I contribution (and the investment returns) will be kept in a non-withdraw able pension Tier-I account. Tier-II will

- iv) be kept in a separate account that will be withdraw able at the option of govt. employee. Govt. will not make any contribution to Tier-II account.
- v) The existing provisions of defined pensionary benefit, pension and GPF would not be available to new govt. employees joining govt. service on or after 1-1-2004.
- vi) Tier-II will not be made operative during the interim period.

The matter is placed before the Finance committee for Consideration and approval for implementing the Contributory Pension Scheme in our College on those employees who have been appointed on or after the 1st Jan. 2004 please as per Punjab Govt. Notification No. 3/72/2003-3FPC/7280 dated 12.12.2006 (Annex-X p 80-87).

Item No 21.16: Revision of Electricity Charges for Hostels

The college has three hostels for boys & one for girls on its campus. At present, the college is charging Rs 600 / per annum as Electricity & Water charges from each student in the hostel. The charges were fixed in year 1995 at the start of the college & has not been revised since then. Due to increase in rate of electricity as charged by PSEB, the college is facing lot of financial loss .

It is informed that GZSCET, Bathinda is charging Rs 3000/- per annum as Electricity & Water charges from each student in the hostel. These charges were fixed at GZSCET, Bathinda as per approved mintues of meeting of 23rd F.C. meeting of that college vide agenda no 23.5 (Annexure- XI p 88-90).

In this regard , it is proposed that Electricity & Water charges in this college may be revised to Rs 3000/ per annum per hosteller as being charged at GZSCET, Bathinda. This amount may be allowed to be recovered along with the college fee.

The matter is placed before the finance committee for consideration & approval pl.

Item No. 21.17: Proposal to revise Hostel Rent.

The college is charging the following amounts for Hostel Accommodation provided to the students in college campus (Annexure-XII p91).

Room Rent

Single Seater	Rs. 600/- Per Sem.
Triple Seater	Rs. 300/- Per Sem.

These charges have not been revised ever since the college was established in the year 1995 although the costs have increased manifold.

GZSCET Bathinda has got the charges revised in their 28th Finance Committee vide agenda item no. 28.11 (Annexure-XI p 92) as per details given below:

Room Rent

Single Seater	Rs. 450/- Per Month
Triple Seater	Rs. 300/- Per Month

In view of this, it is proposed that the hostel charges may be revised from July-2010 onwards, for all the current batches and new admissions 2010 onwards in Engineering and Diploma Streams as given below:

Room Rent

Single Seater	Rs. 450/- Per Month
Triple Seater	Rs. 300/- Per Month

Submitted for kind consideration and approval.

Item no. 21.18: Charging Rs. 250/- per sem. from Diploma level Students for power backup facility.

At present two Generator sets of 125 KVA and 250 KVA are installed in the college. The 125 KVA was installed in 1996 and 250 KVA was installed in the year 2007. Both these generators fulfill the energy requirement of the college/hostels.

The diesel consumption of 125 KVA generators is about 20 liter / hr and diesel consumption of 250 KVA is about 30-40 liter/hr. Last year, 520 and 300 running hours of 250 KVA and 125 KVA generators were recorded, respectively. The total diesel consumption was around approx 21,000 liter. So, total cost of diesel during 2009-10 was Rs.6,72,000/-

Presently Rs 250/- per student per sem. is charged from B. Tech. Students for Power Backup facility provided by the college. It is recommended that students of Polytechnic students should also pay the same amount for providing power back up facility along with their semester fee.

Submitted for the consideration & approval of the Finance committee.

Item no. 21.19: Providing of Computer and Information Technology facilities to the Diploma students (Poly Wing) of SBSCET.

The college is charging Rs. 1000/- per semester from the students of degree level courses as per Govt. D.O letter no. PA/DTE/8470 Dt. 18.09.1998 (Annexure-XIII p 93-96)) to provide and maintain high quality reliable and uninterrupted computing facilities.

Therefore it is proposed to charge Rs. 1000/- (One thousand only) per semester from the students of diploma level (Poly Wing) for

giving the above mentioned facilities.

The matter is placed before the finance committee for approval please.

Item no. 21.20: Charging Rs. 50/- per student per semester along with fee on Account of various certificates viz. bonafide / Income tax etc.

Presently the college is charging a nominal amount @ Rs. 10/- per certificate from the students which are demanding by them during the course. It consumes a lot of time and energy of the students and staff. The basic idea of charging the above said nominal amount was to avoid any misuse and to discourage them of demanding time and again any not / less needed certificates.

Hence, it is proposed to charge Rs.50/- per student per semester along with the fee so as to reduce the paper work and inconvenience faced by the students and the staff.

The matter is placed before the finance committee for approval please.

ਆਈਟਮ ਨੰ 21.21: ਪੋਲੀਟੈਕਨਿਕ ਵਿੰਗ ਵਿੱਚ ਟੀਚਿੰਗ ਸਟਾਫ਼ ਭਰਤੀ ਕਰਨ ਦੀ ਮੰਨਜ਼ੂਰ ਸਬੰਧੀ।

ਇਸ ਕਾਲਜ ਵਿੱਚ ਪੋਲੀਟੈਕਨਿਕ ਦਾ ਦੂਸਰਾ ਸੈਸ਼ਨ ਚੱਲ ਰਿਹਾ ਹੈ ਜਿਸ ਵਿੱਚ ਹੇਠ ਲਿਖੀਆਂ ਬਰਾਂਚਾਂ ਵਿੱਚ ਵਿਦਿਆਰਥੀ ਪੜ੍ਹ ਰਹੇ ਹਨ:

1) ਮਕੈਨੀਕਲ	=	60
2) ਈ. ਸੀ. ਈ.	=	60
3) ਸੀ. ਐਸ. ਈ.	=	60

ਹਾਲ ਦੀ ਘੱਟੀ ਪੋਲੀਟੈਕਨਿਕ ਵਿੱਚ 12000/- ਰੁਪਏ ਪ੍ਰਤੀ ਮਹੀਨਾ ਸੰਚਿਤ ਆਧਾਰ ਤੇ ਲੈਕਚਰਾਰਾਂ ਦੀ ਭਰਤੀ ਕੀਤੀ ਗਈ ਹੈ। ਸੈਸ਼ਨ- ਜਨਵਰੀ-ਮਈ, 2010 ਲਈ ਤਿੰਨ ਵਾਰ ਇਸ਼ਤਿਹਾਰ ਪ੍ਰਕਾਸ਼ਿਤ ਕਰਨ ਦੇ ਬਾਵਜੂਦ ਵੀ ਸੰਚਿਤ ਆਧਾਰ ਤੇ ਪੋਲੀਟੈਕਨਿਕ ਦੇ ਮਕੈਨੀਕਲ ਵਿਭਾਗ ਵਾਸਤੇ ਯੋਗ ਉਮੀਦਵਾਰ ਉਪਲੱਬਧ ਨਹੀਂ ਹੋਏ ਹਨ। ਇਸ ਤੋਂ ਇਲਾਵਾ ਅਗਲੇ ਸੈਸ਼ਨ ਲਈ ਦੋ ਨਵੀਆਂ ਬਰਾਂਚਾਂ ਇਲੈਕਟ੍ਰੀਕਲ-60 ਅਤੇ ਸਿੱਵਲ

ਇੰਜ:-60 ਸ਼ੁਰੂ ਕਰਨ ਅਤੇ ਮਕੈਨੀਕਲ ਇੰਜ: ਵਿੱਚ 60 ਸੀਟਾਂ ਦਾ ਹੋਰ ਵਾਧਾ ਕਰਨ ਦੀ ਪ੍ਰਵਾਨਗੀ ਵਾਸਤੇ ਅਪਲਾਈ ਕੀਤਾ ਹੋਇਆ ਹੈ (ਅਨੁਲੱਗ-~~ਖ~~^{ਖੀਵ}) ਪੇਜ ਨੰ:97 98).

ਬੇਅੰਤ ਕਾਲਜ ਆਫ਼ ਇੰਜਨੀਅਰਿੰਗ ਅਤੇ ਤਕਨਾਲੋਜੀ, ਗੁਰਦਾਸਪੁਰ ਵਿੱਚ ਵੀ ਇਸ ਕਾਲਜ ਵਾਂਗ ਮਕੈਨੀਕਲ-60, ਈ.ਸੀ.ਈ-60, ਸੀ.ਐਸ.ਈ-60 ਬਰਾਂਚਾਂ ਚੱਲ ਰਹੀਆਂ ਹਨ। ਇਹਨਾਂ ਬਰਾਂਚਾਂ ਵਾਸਤੇ ਇਸ ਕਾਲਜ ਦੀ ਵਿੱਤ ਕਮੇਟੀ ਦੀ 21ਵੀਂ ਮੀਟਿੰਗ ਵਿੱਚ ਐਜੰਡਾ ਆਈਟਮ ਨੰ. 21.10 (ਅਨੁਲੱਗ-) ਪੇਜ ਨੰ:90 ਰਾਹੀਂ ਬੇਅੰਤ ਕਾਲਜ ਆਫ਼ ਇੰਜਨੀਅਰਿੰਗ ਅਤੇ ਤਕਨਾਲੋਜੀ, ਗੁਰਦਾਸਪੁਰ ਵਿਖੇ ਪੋਲੀਟੈਕਨਿਕ ਵਿੱਚ ਕੰਟਰੈਕਟ ਦੇ ਆਧਾਰ ਤੇ ਟੀਚਿੰਗ ਸਟਾਫ਼ ਭਰਤੀ ਕਰਨ ਦੀ ਹੇਠ ਲਿਖੇ ਅਨੁਸਾਰ ਪ੍ਰਵਾਨਗੀ ਦਿੱਤੀ ਗਈ ਹੈ :

ਲੜੀ ਨੰ:	ਆਸਾਮੀ ਦਾ ਨਾਂ	ਕੁੱਲ ਪੋਸਟਾਂ
01	ਵਿਭਾਗੀ ਮੁੱਖੀ, ਅਪਲਾਈਡ ਸਾਇੰਸ	01
02	ਸੀਨੀਅਰ ਲੈਕਚਰਾਰ	02 (01 ਫਿਜ਼ਿਕਸ ਅਤੇ 01 ਕਮਿਸਟਰੀ)
03	ਲੈਕਚਰਾਰ	09 (02 ਮੈਥ, 01 ਫਿਜ਼ਿਕਸ, 01 ਕਮਿਸਟਰੀ, 02 ਕੋਮਨੀਕੇਸ਼ਨ ਸਕਿੱਲ, 01 ਕੰਪਿਊਟਰ ਸਾਇੰਸ ਇੰਜ:, 01 ਇਲੈਕਟ੍ਰੋਨਿਕਸ ਕੋਮਨੀਕੇਸ਼ਨ ਇੰਜ: ਅਤੇ 01 ਮਕੈਨੀਕਲ ਇੰਜ:)

ਸੋ ਬੇਨਤੀ ਹੈ ਕਿ ਇਸੇ ਆਧਾਰ ਤੇ ਇਸ ਕਾਲਜ ਵਿੱਚ ਪੋਲੀਟੈਕਨਿਕ ਵਿੰਗ ਵਾਸਤੇ ਤਿੰਨ ਸਾਲ ਦੇ ਕੰਟਰੈਕਟ ਆਧਾਰ ਤੇ ਹੇਠ ਲਿਖੇ ਅਨੁਸਾਰ ਟੀਚਿੰਗ ਸਟਾਫ਼ ਭਰਤੀ ਕਰਨ ਦੀ ਪ੍ਰਵਾਨਗੀ ਦਿੱਤੀ ਜਾਵੇ:

ਲੜੀ ਨੰ:	ਆਸਾਮੀ ਦਾ ਨਾਂ	ਕੁੱਲ ਪੋਸਟਾਂ
01	ਵਿਭਾਗੀ ਮੁੱਖੀ, ਅਪਲਾਈਡ ਸਾਇੰਸ	01
02	ਸੀਨੀਅਰ ਲੈਕਚਰਾਰ	02 (01 ਫਿਜ਼ਿਕਸ ਅਤੇ 01 ਕਮਿਸਟਰੀ)
03	ਲੈਕਚਰਾਰ	13* (01 ਮੈਥ, 01 ਫਿਜ਼ਿਕਸ, 01 ਕਮਿਸਟਰੀ, 01 ਕੋਮਨੀਕੇਸ਼ਨ ਸਕਿੱਲ, 03 ਕੰਪਿਊਟਰ ਸਾਇੰਸ ਇੰਜ:, 02 ਇਲੈਕਟ੍ਰੋਨਿਕਸ ਕੋਮਨੀਕੇਸ਼ਨ ਅਤੇ ਇੰਜ:, 02 ਮਕੈਨੀਕਲ ਇੰਜ:, ਇਲੈਕਟ੍ਰੀਕਲ ਇੰਜ: 01)

* ਅਗਲੇ ਸੈਸ਼ਨ ਲਈ ਦੋ ਨਵੀਆਂ ਬਰਾਂਚਾਂ ਇਲੈਕਟ੍ਰੀਕਲ-60 ਅਤੇ ਸਿੱਵਲ ਇੰਜ:-60 ਸ਼ੁਰੂ ਕਰਨ ਅਤੇ ਮਕੈਨੀਕਲ ਇੰਜ: ਵਿੱਚ 60 ਸੀਟਾਂ ਦਾ ਹੋਰ ਵਾਧਾ ਕਰਨ ਦੀ ਤਜਵੀਜ਼ ਹੈ।

ਸੋ ਉਪਰੋਕਤ ਅਨੁਸਾਰ ਕੰਟਰੈਕਟ ਆਧਾਰ ਤੇ ਖੁੱਲੇ ਇਸਤਿਹਾਰ ਰਾਹੀਂ ਆਸਾਮੀਆਂ ਪ੍ਰਕਾਸ਼ਿਤ ਕਰਕੇ ਭਰਨ ਦੀ ਪ੍ਰਵਾਨਗੀ ਦੇਣ ਹਿੱਤ ਮਾਮਲਾ ਵਿੱਤ ਕਮੇਟੀ ਅੱਗੇ ਪੇਸ਼ ਕੀਤਾ ਜਾਂਦਾ ਹੈ ਜੀ ।

Item No. 21.22 Increase in Honorarium of Staff Nurse (female)

The female students of college have given representative vide diary no. 194 dated 9.4.10 to request availability of a female staff nurse for full hours instead of present 4 hours a day availability. (Annex – XV p 99-101).

Mrs.. Harjinder Kaur was appointed as Staff Nurse on part time basis for 10 hours a week (2 hours daily) @ honorarium of Rs.1500/- as per vide office order no. Estb/OO/3513-3514 dated 9.7.2002 (Annex. XV p 102). Her working hours were subsequently increased to 20 hours a week (4 hours daily) and honorarium raised to Rs. 3000/- p.m. which was finalized in Principal's Council and Medical Aid Committee meeting on 22.10.03 (Annex- XV p103-104) and office issued vide 4229 dated 30.10.03 in this effect (Annex. XV p 105). Subsequently agenda to increase honorarium of staff nurse was included and approved in Finance Committee meeting of 2008 vide agenda item no. 17.3. The honorarium to staff nurse (part time basis) was raised o Rs. 3750/- p.m. vide office order no. Estb.3/477 dated 24.4.08 (Annex. XV p 106).

Incharge Health Centre has reported, that vide letter no. dated 11-05-2010 it is necessary to provide primary health services to increased strength of about 200 girls students residing in the college campus in hostels. Since the college has only one female staff in college dispensary, hence it is necessary to increase her working hours to 40 hours a week, so as to facilitate better health services to girls.

Further Chairman, Medical Committee has reported that the Staff Nurse has given consent to work for 40 hours a week with an

honorarium of Rs.10000/- per month. The Chairman Medical Committee has recommended to increase honorarium to Rs. 7500/- per month for 40 hours a week duty (Annex-XV p 107).

Since the college is about six kms away from nearest town, and taking into consideration requirement of girl students, it is proposed to increase the working hours from 4 hrs to 8 hrs a day (40 hrs a week), which an increased honorarium of Rs.7500/- per month.

Submitted to FC for approval please.

Justification / Explanation of Expenditure for the Financial Year 2010-11

21.4 (A) Grant-in-Aid (Recurring Expenditure)

1. Pay and Allowances

A sum of Rs.517.18 lacs have been incurred during the year 2009-10 against the approved budget estimate of Rs.661.67 lacs. In the light of implementation of Punjab 5th pay commission the next financial year 2010-11, the institute has proposed a provision of Rs. 830.94 lacs which includes Rs.40.08 lacs for Poly Wing and arrear to Teaching and Non-teaching staff amounting Rs.170.00 lacs.

2. TA/ DA & LTC

A sum of Rs.2.53 lacs have been incurred during the year 2009-10 for TA/DA & LTC against the approved budget estimate of Rs.2.00 lacs resulting an excess expenditure of Rs.0.53 lacs, this was due to the start of Polytechnic in the college. For the next financial year 2010-11 the Institute has proposed the Rs.5.00 lacs for the same.

3. Conference & Seminar, Membership

A sum of Rs. 0.19 lacs have been incurred during the year 2009-10 for Conference & Seminar, Membership against the approved budget estimate

of Rs. 3.00 lacs. For the next financial year 2010-11, the Institute has proposed an amount of Rs.5.00 lacs for the same keeping in view the new TA/DA rules permitting the faculty to attend national and International Conferences.

4. Wages of Security Staff

A sum of Rs. 24.84 lacs have been incurred during the year 2009-10 for Wages of Security Staff against the approved budget estimate of Rs. 22.00 lacs. resulting an excess expenditure of Rs.2.84 lacs, this was due to increase of DC rates in case of daily wages. For the next financial year 2010-11 the Institute has proposed the Rs.30.00 lacs for the same.

5. Arrear of Teaching and Non teaching staff

A sum of Rs. 25.78 lacs on account of arrear of Teaching staff w.e.f. 1.1.1996 has been disbursed to the teachers who are presently on roll during the year 2009-10 against the approved budget estimate of Rs. 28.00 lacs. A sum of Rs.47.00 lacs was approved for payment of arrear of Non-teaching staff w.e.f. 1.1.2006 but due to non receipt of Punjab Govt. instructions the said amount was not disbursed.

21.4 (B) Development Fund

A) Non-Recurring Expenditure

1. Machinery & Equipment

A sum of Rs.175.50 lacs was approved in the 20th Finance Committee Meeting out of which an amount of Rs. 31.04 lacs was incurred during the year 2009-10. The provision of Rs.170.90 lacs is made for the financial year 2010-11 which includes Rs.23.50 lacs for Poly Wing.

2. Building & Development Misc. (Enhancement of Elec. Load, New parking area and New Elec. Cable)

A sum of Rs. 53.00 lacs is proposed for the financial year 2010-11 for Enhancement of Electric Load, building of New parking areas and replacing of old electricity cables in the college campus.

3. Furniture & Fixture

A sum of Rs.10.50 lacs was approved in the 20th Finance Committee Meeting during the year 2009-10 out of which an amount of Rs. 6.55 lacs was incurred for the Engg. Wing and Poly Wing. Further a sum of Rs.10.50 lacs is proposed for the year 2010-11 for the same.

4. Library Expenditure

A sum of Rs.16.00 lacs has been approved in the 20th Finance Committee Meeting out of which an amount of Rs.0.53 lacs was incurred for the Engg. Wing and Poly Wing during the year 2009-10.. The less expenditure is due to non-receipt of clear instructions from DTE/IT office for centralized purchase of books. Further a sum of Rs.13.00 lacs is proposed for the year 2010-11 for the same.

5. Office Equipment

A sum of Rs.6.00 lacs was approved in the 20th Finance Committee Meeting out of which an amount of Rs.3.11 lacs was incurred for the Engg. Wing during the year 2009-10. Further a sum of Rs.6.00 lacs is proposed for the year 2010-11 for the same.

6. Purchasing of New Jeep/SUV and Tractor

The College has approximately 100 acres of land with an unbuilt area of around 75 acres. The College is facing a lot of difficulty to maintain the unbuilt Land. To boost up the horticulture & Land development work, the college has decided to purchase a new tractor which will facilitate in maintaining the unused land.

The college has also proposed to purchase a new Jeep/SUV for official work.. As per Govt. of Punjab, Motor Vehicle Board vide Memo No. STC-P-HVB/ 991/29970-30139 dated 1.9.1999, in which the life of Jeep in terms of years and kms is mentioned as 11 years or 3 lacs kms respectively. The existing jeep was purchased 13 years back i.e. in the year 1997 which has become obsolete and requires lot of funds for its maintenance. The estimated cost of the Jeep/SUV and Tractor is Rs. 13.00 lacs (approx). The expenditure will be met out of Miscellaneous / Development Fund.

7. **False ceiling, Flooring, Furniture for Principal Office and other offices**

The college is proposing to establish a new administrative block in the newly constructed Polytechnic Building within the college. Presently there is no separate Administrative block in the college. The college is using Science Block (Academic area) for its Administrative offices. During the financial year 2010-11; Principal office, Accounts Section, Establishment Section, Academic Section and office of AR and DR are proposed to be shifted to newly established polytechnic building. The estimated expenditure on flooring and partitioning of Principal Office and partitioning of Admn. offices is Rs.20.00 lacs (approx.). The above mentioned expenditure will be met out of Misc. Fund/ Development Fund a/c.

8. **Horticulture & Land scapping**

A sum of Rs.0.75 lacs have been incurred during the year 2009-10 against the approved budget estimate of Rs.1.75 lacs.. The institute has proposed the budget Rs.1.75 lacs for the year 2010-11.

9. **Insurance of College Vehicle**

A sum of Rs.0.43 lacs have been incurred during the year 2009-10 against the approved budget estimate of Rs.0.55 lacs.. The institute has proposed the budget Rs.0.55 lacs for the year 2010-11.

10. Maintenance of Building

A sum of Rs.24.93 lacs have been incurred during the year 2009-10 against the approved budget estimate of Rs.28.00 lacs.. The institute has proposed the budget Rs.30.00 lacs for the year 2010-11.

11. Maintenance of Machinery Equipment

A sum of Rs.2.97 lacs have been incurred during the year 2009-10 against the approved budget estimate of Rs.2.00 lacs.. The institute has proposed the budget of Rs.3.00 lacs for the year 2010-11.

12. Office Expenditure

A sum of Rs.1.11 lacs have been incurred during the year 2009-10 against the approved budget estimate of Rs.1.10 lacs.. The institute has proposed the budget of Rs.1.50 lacs for the year 2010-11.

13. Postage & Telegraph

A sum of Rs.0.38 lacs have been incurred during the year 2009-10 against the approved budget estimate of Rs.0.60 lacs.. The institute has proposed the budget Rs.0.60 lacs for the year 2010-11.

14 Raw Material & Consumable

A sum of Rs.2.00 lacs have been incurred during the year 2009-10 against the approved budget estimate of Rs.2.00 lacs.. The institute has proposed the budget of Rs.2.20 lacs for the year 2010-11.

15 Telephone

A sum of Rs.0.66 lacs have been incurred during the year 2009-10 against the approved budget amount of Rs.1.50 lacs. As the telephones are yet to be installed in the offices/departments/ hostels, the institute has proposed an budget of Rs.1.50 lacs for the year 2010-11.

16 Vehicle Repair & Maintenance

As sum of Rs.3.42 lacs have been incurred during the year 2009-10 against the approved budget of Rs.4.50 lacs. For the next financial year 2010-11 of Rs.4.50 lacs has been proposed

17. Training & Placement

A separate Training & Placement Cell has been established in the college as a result a sum of Rs.6.00 lacs is proposed in the Financial year 2010-11. for setting up of the same and providing various facilities to the cell.

18 TA / DA to Experts.

A sum of Rs.0.34 have been incurred during the year ending 2009-10 against the approved budget of Rs.0.50 lacs. For the next financial year 2010-11 of Rs.0.50 lacs.has been proposed.

19 Water & Electricity

As sum of Rs.55.64 lacs have been incurred during the year ending 2009-10 against the approved budget of Rs.55.00 lacs resulting an excess of Rs.0.64 lacs which was due to increase in rate of PSEB department. For the next financial year 2010-11 Rs.60.00 lacs has been proposed.

21.4 (C) Student Activity Fund

1. Sports Expenses

A sum of Rs.1.47 lacs have been incurred during the year ending 2009-10 against the approved budget of Rs.4.00 lacs. For the next financial year 2010-11 of Rs.6.00 lacs. has been proposed. The excess proposed budget will be used for introducing new sprinkle system in the playground of the college.

2. Annual Function and Annual Sports/Convocation.

A sum of Rs.1.26 lacs have been incurred during the year ending 2009-10 against the approved budget of Rs.3.00 lacs. For the next financial year 2010-11 of Rs.6.00 lacs. has been proposed. There is a proposal of holding convocation in the coming year for which the excess amount proposed in above budget will be utilized.

3. Printing & Stationery

A sum of Rs.4.69 lacs have been incurred during the year ending 2009-10 against the approved budget of Rs.4.00 lacs this was due to the start of new Polytechnic in the college. For the next financial year 2010-11 of Rs.5.50 lacs. has been proposed which includes Rs.1.00 lac for Poly Wing.

4. Health Centre, Salary of Dispensary Staff & Medicines

A sum of Rs.7.47 lacs have been spent during the year 2009-10 against the approved budget estimate of Rs.9.50 lacs. Since the contingency can arise anytime. The institute has proposed the budget Rs.9.50 lacs for the same. The institute want to add some medical instruments in the college Health Centre for the facility of staff and students in the coming year.

5. Advertisement & Publicity

A sum of Rs.7.25 lacs have been incurred during the year ending 2009-10 against the approved budget of Rs.7.50 lacs. For the next financial year 2010-11 of Rs.9.50 lacs. has been proposed which includes Rs.2.00 lacs for Poly Wing.

6. Generator set (Diesel & Repair)

A sum of Rs.6.07 lacs have been incurred during the year ending 2009-10 against the approved budget of Rs.20.00 lacs. . Since the contingency can arise anytime hence Rs.20.00 lacs is proposed for the next financial year 2010-11.

7. Entertainment to Guest

A sum of Rs.0.16 lacs have been incurred during the year ending 2009-10 against the approved budget of Rs.1.00 lacs. For the next financial year 2010-11 of Rs.1.50 lacs has been proposed.

8. Wi-Fi Facility

In the 20th Meeting of Finance Committee, it was decided to purchase Wi-Fi System in the college campus. Accordingly, supply order issued to purchase the Wi-Fi System for Academic area, Hostel are and Houses for the faculty and staff. Therefore provision of Rs. 23 lacs is kept for this purpose.