

Account Branch

**Shaheed Bhagat Singh  
College of Engineering & Technology  
Moga Road, Ferozepur-152001 (Pb.)**

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**AGENDA**

**SECOND MEETING OF THE FINANCE COMMITTEE**

Venue : Office of the Secretary  
Department of Technical Education &  
Industrial Training Government of Punjab,  
Mini Secretariate,  
Chandigarh.

Date : September 11, 1996  
Time : 11 30 A.M.

### CONSTITUTION OF THE FINANCE COMMITTEE

- |    |  |                  |
|----|--|------------------|
| 1. | Secretary to Govt. of Punjab,<br>Deptt. of Technical Education & Industrial Training,<br>Chandigarh. | Chairman         |
| 2. | Secretary to Govt. of Punjab,<br>Deptt. of Finance,<br>Chandigarh.                                   | Member           |
| 3. | Director, Technical Education & Industrial Training Pb.,<br>Chandigarh.                              | Member           |
| 4. | Principal<br>Shaheed Bhagat Singh College of Engg. & Technology,<br>Ferozepur.                       | Member           |
| 5. | Registrar<br>Shaheed Bhagat Singh College of Engg. & Technology,<br>Ferozepur.                       | Member-Secretary |

## CONTENTS

<u>ITEM NO.</u>	<u>PARTICULARS</u>	<u>PAGE NO.</u>
2.1	Confirmation of the proceeding of the First Meeting of the Finance Committee.	3
2.2	Action Taken Report	4
2.3	Reappropriation of fund during 1995-96	5-6
2.4	Budget Estimates for the year 1996-97	7-13
2.5	Appointment of Sh.B.B.Bhasin, Deputy Registrar.	14
2.6	Fixation of the pay of Sh.B.B.Bhasin Dy.Registrar and permission to draw pension in addition to pay.	15
2.7	Rectification of pay scale of Deputy Registrar.	16
 ANNEXURE		
I.	Proceeding of the First Meeting (2.1).	17-21
II.	Copy of S.N.E. sent vide memo no. 2262 dt. 17.4.1996 (2.4).	22-29
III & IV.	Revised S.N.E. (2.4).	30-41
V.	Present Status of Staff. (2.4).	42-43
VI.	Schedule of ongoing Building/Works (2.4).	44-45
VII.	Schedule of Machinery & Equipment (2.4).	46
VIII.	Schedule of Other Facilities (2.4).	47
IX.	Approval of appointment of Sh.B.B.Bhasin as Dy.Registrar by the Chairman, B.O.G., SBSCET, Ferozepur (2.5 & 2.6).	48-52
X.	Office order of appointment of Sh.B.B.Bhasin as Dy.Registrar (2.5 & 2.6).	53
XI.	Joining report of Sh.B.B.Bhasin, Dy. Registrar (2.5 & 2.6).	54
XII.	Request of Sh.B.B.Bhasin, Dy Registrar for formalization of his appointment (2.5 & 2.6).	55
XIII.	Office note dated 13.11.95 (2.5).	56

XIV.	Request of Sh.B.B.Bhasin, Dy.Registrar for fixation of pay and permission to withdraw pension in addition to pay (2.6).	57-58
XV.	Copy of Rule No. 8.8.6 (1) of SBSCET, Ferozpur regarding fixation of pay of re-employment after superannuation retirement (2.6).	59
XVI & XVII.	Copy of L.P.C. of Sh.B.B.Bhasin received from the office of DTE/IT (Pb.) (2.6).	60-62
XVIII.	Pay Scale of Dy.Registrar (2.7).	63-67

ITEM NO. 2.1 Confirmation of Minutes of the First Meeting of the Finance Committee

The proceedings of the meeting of Finance Committee SBSCET held on July 7, 1995 were circulated to its Chairperson and members for information and comments, if any, vide memo no. 1703-05 dated 31.08.95 and are placed here as annexure I on page 17 to 21.

No comments have been received from any member. The proceedings / minutes are placed before the Finance Committee for confirmation please.

ITEM NO. 2.2 ACTION TAKEN REPORT.

Item No. 1.1. The budget estimates for the financial year 1995-96

The budget as recommended by the Finance Committee will be placed in the second meeting of Board of Governors scheduled to be held on 24.9.96.

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

ITEM NO. 2.3 REAPPROPRIATION OF FUND DURING THE FINANCIAL YEAR 1995-96

The budget estimates of SBS CET, Ferozepur were recommended by the finance committee of Shaheed Bhagat Singh College of Engineering & Technology Ferozepur during its first meeting held on 07.07.95. The following reappropriation of funds during the 1995-96 has been carried out with the approval of the Principal in pursuance to Bye-Laws rule no. 13.20.

<u>S.NO.</u>	<u>SOE</u>	<u>BUDGET RECOM.</u>	<u>BUDGET AFTER REAPPROPRIATION</u>	<u>ACTUAL EXPEND.</u>	<u>(Amount in lacs)</u>	
					<u>PLUS REAPPROPRIATION</u>	<u>MINUS REAPPROPRIATION</u>
<b>NON RECURRING</b>						
1.	Land	30.00	30.00	16.08	-	-
2.	Building & Development works	717.11*	768.72	768.72	51.61	-
3.	Equipments	134.00	82.39	38.18	-	51.61
4.	Vehicles	6.00	6.00	5.72	-	-
5.	Other Facilities					
a)	Furniture & Fixture	23.00	27.71	27.71	4.71	-
b)	Library Books	7.00	5.00	4.67	-	2.00
c)	Office Equipments	6.00	4.00	3.57	-	2.00
d)	Medical Equipments	2.00	1.29	-	-	0.71
e)	Sports Equipments	2.00	2.00	0.18	-	-
f)	Hostel Equipments	3.00	3.00	1.70	-	-
<b>RECURRING</b>						
1.	Pay & Allowances	56.18	56.18	18.92	-	-
2.	T.A., D.A & L.T.C	2.00	2.00	0.46	-	-
3.	Medical Reimbursement	0.50	0.50	-	-	-
4.	Water & Electricity	5.00	5.00	3.18	-	-
5.	Telephone	2.00	2.00	0.40	-	-
6.	Advt. & Publicity	2.50	2.50	0.44	-	-
7.	Medical expenses	1.00	1.00	0.34	-	-
8.	Office expenses	3.00	3.00	0.93	-	-
9.	Postage & Telegram	1.00	1.00	0.04	-	-
10.	Meeting refreshment	0.50	0.50	0.05	-	-
11.	Raw Materials	2.50	2.50	0.20	-	-
12.	T.A., D.A. Experts	0.50	0.50	0.39	-	-
13.	Printing & Stationary	2.00	2.00	0.50	-	-

14.	Vehicle repair	2.00	2.00	1.22	-	-
15.	Reimbursement of Books	0.30	0.30	-	-	-
16.	Maintenance of Building (Public Health, Buildings & Electrical)	0.90	0.90	-	-	-
17.	Newspaper & Periodical	0.50	0.50	0.21	-	-
18.	Liveries	0.20	0.20	-	-	-
19.	Security	2.50	2.50	-	-	-
20.	Horticulture	1.50	1.50	0.29	-	-
21.	College functions	6.00	6.00	-	-	-
	Total	<u>1022.69</u>	<u>1022.69</u>	<u>894.10</u>	<u>56.32</u>	<u>56.32</u>

\*Budget estimate of Rs.515.11 Lacs was recommended by the Finance committee and additional funds of Rs.202 Lacs was released by the Punjab Government. The matter is placed before the Finance Committee for information as required vide Rule No. 13.20 of SBSCET, FZR.

#### Justification of Excess Expenditure

##### **Building & Development works**

Excess amount of Rs.53.61 Lacs has been spent on building/development during the year 1995-96. The college is new one and it is in development stage. Work had been started on Science block, Workshops, Boys Hostel and Housing beside providing services of water supply, electricity, roads etc. In view of urgency of requirements for the first batch of students admitted in August, 1995 some buildings were partially finished alongwith services to make them usable. This resulted in extra expenditure of Rs.53.61 Lacs.

##### **Furniture & Fixture**

Furniture was required for the staff, class rooms, hostels and lab etc. An expenditure of Rs.4.71 Lacs excess made on furniture to equip them to a reasonable level as per our immediate requirements.



ITM NO. 2-4

**BUDGET ESTIMATES FOR THE YEAR 1996-97**

The budget estimates for the year 1996-97 are proposed keeping in view the requirements of the completion of ongoing buildings, construction of new buildings, purchase of machinery and equipments and also to provide other facilities and infrastructure, so as to efficiently conduct the curriculum and co-curricular programmes of the college to meet the requirement of AICTE & Punjab University. The College started three degree level courses in 1995-96 with total intake of 120 students. From the year 1996-97 the college has started all the six degree level courses with an intake of 40 students each and a total of 240 students as per details here under:

- |                     |                           |
|---------------------|---------------------------|
| 1. Mechanical Engg. | 4. Computer Sci. & Engg., |
| 2. Production Engg. | 5. Chemical Engg.,        |
| 3. Industrial Engg. | 6. Materials Engg.        |

All the above courses have been approved by AICTE for the year 1996-97 subject to creation of necessary facilities and infrastructure.

The proposed expenditure during 1996-97 is Rs. 746.60 Lacs. Additional fund of Rs. 340 lacs are required over and above. The proposed expenditure/SNE to meet the requirements of AICTE and Punjab University, for the year 1996-97 had already been sent to the Director, Technical Education & Industrial Training Pb. vide this office memo no. SBSCET/FZR/2262 dated 17.4.96 (copy placed at annexure II on page 21 to 28) for the allocation of fund during the year 1996-97.

The revised S.N.E. is prepared after keeping the present development of college in view and is placed at annexure II on page 30 to 41.

SUMMARY OF BUDGET ESTIMATES FOR THE YEAR 1996-97  
(Rs. in Lacs)

	Recommended 1995-96	Actual 1995-96	Proposed 1996-97	Remarks
A. Expenditure:				
1. Non Recurring	930.11	866.53	625.00	
2. Recurring				
a) Pay & Allowances	58.68	19.38	88.90	
b) Other contingencies	33.90	8.19	32.70	
Total:	1022.69	894.10	746.60	
B. Receipts: (Proposed for the year 1996-97)			746.60	Page No. __

ABSTRACT

Proposed expenditure for the year 1996-97	746.60
Anticipated income for the year 1996-97	746.60
Deficit	Nil

The detail of the budget estimates for the year 1996-97 are given below:

A) NON RECURRING:

S.No.	SOE	<u>Amount in Lacs</u>		
		Actual Exp. 1995-96	Proposed for 1996-97	Additional requirement 1996-97
1.	Land	16.08	-	10.00
2.	Buildings & Development	768.72	430.00	270.00
3.	Machinery & Equipments	38.18	150.00	40.00
4.	Vehicle	5.72	13.00	-
5.	Other Facilities			
a)	Furniture & Fixture	27.71	18.00	45.29
b)	Library Books & Journals	4.67	5.00	2.00
c)	Office Equipments	3.57	4.00	2.00
d)	Medical Equipments	-	1.00	-
e)	Sports Equipments	0.18	2.00	-
f)	Hostel Equipments	1.70	2.00	1.00
		<u>866.53</u>	<u>625.00</u>	<u>329.29</u>

B. (a) RECURRING :

1.	Pay and allowances	18.92	86.40	-
2.	T.A./D.A. & L.T.C.	0.46	2.00	-
3.	Medical Reimbursement	-	0.50	-
	<b>Total</b>	<b>19.38</b>	<b>88.90</b>	

(b) OTHER CONTINGENCIES:

1. Water & Electricity	3.18	8.00	-
2. Telephone	0.40	1.50	-
3. Vehicle repair & maintenance	1.22	3.00	-
4. Advertisement & Publicity	0.44	2.00	-
5. Raw Materials	0.20	3.00	-
6. Printing & Stationary	0.50	3.00	-
7. T.A./D.A. & Hon.to experts	0.39	1.00	-
8. Office Expenditure	0.93	2.00	-
9. Horticulture & Land Scaping	0.29	1.00	-
10. Newspapers & Periodicals	0.21	0.50	-
11. Postage & Telegrams	0.04	0.20	-
12. Entertainment to Guests	0.05	0.50	-
13. Maintenance of Buildings & Other Services	-	2.00	-
14. Purchase of Medicines	0.34	1.00	-
15. Leveries & Uniforms	-	1.00	-
16. Reimbursement of Books to teachers	-	1.00	-
17. College Function	-	2.00	-
	8.19	32.70	-
Grand Total (A+B+C+D)	894.10	746.60	329-29

RECEIPTS

The college anticipates an income of Rs. 746.60 Lacs as revenue receipts during the year 1996-97 as per detail given below:

a)	Opening Balance as on 1.4.96	127.08
b)	Grant in AID (96-97)	600.00
c)	Fee & Fine	14.60
d)	Bank Interest	4.00
e)	Misc. Income (Sale of Prospectus)	1.00
		<hr/>
		746.60
		<hr/>

#### JUSTIFICATION:

##### LAND:

28 Person have filed the civil suit in the court for enhancement of rate of land acquired. Additional fund of 10 lacs has been demanded for the said purpose.

##### BUILDING & DEVELOPMENT:

The detailed project report of the college provides for a total plinth area of 56759 m<sup>2</sup> at a total estimated cost of Rs 2122.00 lacs. A sum of Rs 1162.02 has been spent upto 31.3.1996 on building & development. A sum of Rs. 430.00 lacs has been proposed in the budget for the year 1996-97 and additional fund of Rs. 270.00 lacs are required to meet the requirements.

N.B.C.C.Ltd. is entrusted with the construction and developments on turn key basis.

Second batch of 240 students is admitted and a number of staff is recruited during the year 1996-97. More buildings are needed. A tentative schedule of demand of fund for completion of ongoing buildings & starting work on new building is placed as annexure VI at page 44 to 45.

##### MACHINERY & EQUIPMENT:

A sum of Rs. 422.00 lacs has been provided in the detailed project report of the college. Rs 43.44 lac had been incurred upto 31.3.96 for purchase of machinery & equipment. Keeping in view establishment of new labs, and the increased number of students additional equipments are required to meet the practical requirement. Estimate of Rs. 190 lacs worked out. Rs 150 is proposed in budget and additional demand of Rs. 40 lacs is indicated so that facilities can be provided to students as per norms of AICTE & P.U. A schedule of machinery & equipment is placed at annexure VIII on page 46.

##### VEHICLE:

An ambassdor car costing Rs.1.90 Lacs and a mini-bus costing Rs.5.72 Lacs was purchased during the year 1994-95 and 1995-96 respectively. These vehicle are inadequate to meet the requirements of staff & students, as a large number of 240 students and staff has been added during 1995-96 and 1996-97. Therefore a provision to purchase a Bus (52 seater) and Jeep has been made in budget for the year 1996-97 at a cost of Rs. 13 lacs to meet the requirement of staff and students.

**OTHER FACILITIES:**

Rs. 210.00 lacs is provided in project report. A sum of Rs. 39.06 lacs has been incurred upto 31.3.96. A sum of Rs. 32 lacs is proposed in the budget for the year 1996-97 and a demand of additional fund of Rs. 20 lacs as indicated. The detail of other facilities is placed as annexure VIII on page 46. The estimate of other facilities is prepared keeping in the view the new batch of 240 students admitted in 1996-97. Two new hostels for boys and girls are to be set up, a number of new staff will be recruited during the year 1996-97. These facilities are essential for the staff and students as per norms of AICTE & P.U.

**RECURRING:**

**Pay & Allowances**

A sum of Rs. 18.92 Lacs was incurred on pay and allowance against the recommended budget of Rs.56.18 Lacs during the year 1995-96. A sum of Rs.86.40 Lacs is proposed in budget. On the basis of sanctioned strength the detail statement of pay and allowance is prepared, which is placed at annexure III on page to 30 to 32. The abstract of the pay and allowances is placed at Annexure No.IV on page no. 33 to 41. The statement of present staff position is placed at annexure V on page 42 to 43.

**T.A./D.A. & L.T.C.:**

A sum of Rs. 0.46 Lacs was incurred on T.A./D.A. & L.T.C. for the staff against the amount of Rs. 2 lacs of the recommended budget of the year 1995-96. A sum of Rs. 2.00 is proposed in the budget of the year 1996-97. The strength of teaching and non teaching staff members has gone up considerably during 1996-97.

**REIMBURSEMENT OF MEDICAL :**

A sum of Rs.0.50 Lacs is proposed to reimburse medical bills of staff (Teaching/Non-Teaching) during the year 1996-97.

**OTHER CONTINGENCIES:**

A sum of Rs.33.90 lacs was provided in the recommended budget of the year 1995-96 and actual expenditure was Rs.8.19 lacs. A sum of Rs. 32.70 lacs is proposed in the head other contingencies to meet the expenditure on raw materials T.A. /D.A. of experts, vehicle repair, printing and stationary, reimbursement of books, electricity and water, telephone, advertisement and publicity, medical expenses, office expenses, postage and telegrams, meetings refreshment, maintenance of buildings etc. These expenditure are essential and estimate is made keeping in view the existing staff. Beside this the prices of petrols, electricity, gases are increased considerably.

ITEM 2.5

APPOINTMENT OF Sh.B.B. BHASIN AS A DEPUTY REGISTRAR W.E.F. 1.10.95

Sh.B.B.Bhasin was appointed as Dy. Registrar SBSCET,FZR. in the pay scale of Rs.3700-5300+200 SP vide this office endst.no.1803-1805 dated 20-10-95, Copy placed at annexure X on page 53, in pursuance of the approval of Chairman,Board of Governors SBSCET,Fzr and C.M.Punjab dated 30-11-95. Copy placed at Annexure IX on page 48 to 52.

Sh. B.B.Bhasin joined his duties on 20-10-95 AN. Copy placed at Annexure XI on page 54.

On 10-11-95 Sh.B.B.Bhasin submitted a request that his appointment may be formalised w.e.f. 1-10-95 as he started working w.e.f. 1.10.95 under the directions of the authorities(copy placed at annexure XII on page 55).

The matter was referred to STE/IT, Pb and Chairperson, Finance committee for consideration who in turn directed the college to put up the case before the Finance committee in its next meeting.



ITEM NO.2.6 FIXATION OF PAY OF Sh.B.B.BHASIN DY.REGISTRAR SBSCET,FZR.  
& PERMISSION TO DRAW PENSION IN ADDITION TO PAY.

Sh.B.B.Bhasin was appointed as Dy. Registrar SBSCET, Ferozpur vide this office endst.no.1803-1805 dt.20-10-95 (copy placed at annexure X page 53).

Normally the pay of the selected candidate is fixed by the selection committee. As per above cited order his pay will be fixed as per provision / instructions on the subject, keeping in view the emoluments list drawn by him. He will be governed by the Rules and Regulations of the college.

On 4-12-95 Sh.B.B.Bhasin submitted an application with a request to fix his pay. Further he may be permitted to draw his pension and in addition to pay and portion of his pension be deducted from his pay (copy placed at annexure XIV on page 57 to 58).

Rule No.8.8.6 of Bye law of SBSCET deals with fixation of pay of an employee who is re-employed after superannuation retirement.

Rule 8.8.6 (i) of the college bye laws reproduced as below "The pay must not exceed the substantive pay drawn immediately before retirement or the minimum of the pay scale applicable to the post in which he is re-employed, whichever is less, and pension shall not ordinarily be allowed in addition." Copy placed at annexure XV on page 59.

As per last pay certificate issued by DTE/IT (copy placed at annexure XVI and XVII on page 60 to 62) the substantive pay of Sh.B.B.Bhasin was Rs.4375 +200 SP on dated 30-9-95. In the light of above rule his pay can be fixed as 4375+200SP minus pension granted by Pb. Govt.

The matter is placed before the Finance Committee for consideration and decision please.

ITEM NO. 2.7 RECTIFICATION OF PAY SCALE OF DY. REGISTRAR

Sh. B.B.Bhasin is appointed as Dy.Registrar SBSCET, Ferozepur in the pay scale of Rs. 3700-5300+200 S.P. vide this office order enclosed vide no. 1803-1805 dated 20.10.95.

It is stated that the approved pay scale of Dy.Registrar is 3700-5000+200 S.P., copy is placed at annexure XVIII page 63 to 64. The same scales is also given to Dy. Registrar at BCET, Gurdaspur & CET, Bhatinda. The rectification of pay scale of Sh.B.B.Bhasin is needed.

The matter is placed before the Finance Committee for information, consideration and decision please.