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6. D. D. D.

**SHAHEED BHAGAT SINGH
COLLEGE OF ENGINEERING & TECHNOLOGY
MOGA ROAD, FEROZEPUR - 152001(Pb.)**

**AGENDA
FIFTH MEETING OF THE FINANCE COMMITTEE**

**Venue: Office of the Principal Secretary,
Government of Punjab,
Department of Technical Education &
Industrial Training,
Mini Secretariate, Sector-9
Chandigarh.**

**Date: May 15, 1998
Time :11.30 A.M.**

CONTENTS

ITEM NO.	PARTICULARS	PAGE NO.
	Constitution	3
5.1	Confirmation of proceedings of the fourth meeting of the finance committee	4
5.2	Action taken report.	5-7
5.3	Re-appropriation of funds during 1997-98	8-10
5.4	Requirement of funds for the first quarter of the year 1998-99	11
5.5	Implementation of the recommendations of the fourth Punjab Pay Commission.	12
5.6	Approval for the rate of interest payable on contributory provident fund to the college employees.	13
5.7	Rules for providing of laboratory and other facilities to the students from outside institutions/organisations.	14
5.8	Interest booked to grant-in-aid account owing to diversion of funds from other accounts to meet urgent expenditures.	15
5.9	Approval for the rate of water & sewerage charges from the employees of the college.	16
5.10	Any other item with the permission of chair.	
Annexure		
I.	Proceedings of the fourth meeting . (5.1)	17-19
II.	Letter regarding Excess & Surrender list. (5.2)	20-23
III.	Office note dated 12-12-97 for additional demand . (5.2)	24-25
IV.	Office note dated 16-11-97 for balance grant-in-aid . (5.2)	26
V & VI.	Letter regarding panel of Advocate. (5.2)	27-30
VII.	Letter regarding incentive increment . (5.2)	31
VIII.	Office notes dt. 29-4-98 regarding requirement for Ist. quarter of 1998-99.	32-36
IX.	Notification of Pb. Govt. regarding Revise Pay scales . (5.5)	37-40

X.	Approval of Chairman B.O.G regarding revised pay scales (5.5)	41
XI.	Financial liability of arrears of revise pay scales (5.5)	42-43
XII.	Letter of D.O.E. dated 29.4.98.	44
XIII.	Agenda item no. 4.5(5.6)	45
XIV.	Proceedings of 1st Meeting Academic Council & Annexure IV. (5.7)	46-51
XV.	Order dt. 27-3-98	52
XVI.	Recommendations of Water & Sewerage Committee	53-54
XVII.	Information collected from other offices	55-53

CONSTITUTION OF THE FINANCE COMMITTEE

1. Secretary to Govt. of Punjab
Deptt. of Technical Education & Industrial Training,
Chandigarh. Chairman
2. Secretary to Govt. of Punjab,
Deptt. of Finance,
or his representative
(not below the rank of Jt. Secretary)
Chandigarh. Member
3. Director,
Technical Education & Industrial Training, Pb.
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

Item no.5.1 Confirmation of proceedings of the fourth meeting of the Finance Committee.

The proceedings of the fourth meeting of the Finance Committee SBSCET, Ferozpur held on October 21, 1997 were circulated to the members vide memo no. SBSCET/FZR/FC/6629-6634 dated. 22-11-97 for information and comments, if any, as per copy placed at annexure I on page no. 17 to 19.

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

Item No. 5.2 To report action taken on the decisions of the fourth meeting of the Finance Committee.

Item No.4.1 Confirmation of proceedings of the third meeting of the Finance Committee.

Decision The proceeding of the third meeting of the Finance Committee held on April 08, 1997 were confirmed.

Action No action is called for.

Item No.4.2 To report action taken on the decisions of the third meeting of the Finance Committee.

Decision The action on the decisions taken in the third meeting of the Finance Committee as reported by the Principal were noted.

Action No action is called for.

Item No.4.3 Requirement of funds for the year 1997-98

Decision Budget estimate for the year 1997-98 amounting to Rs. 1599.35 lacs (1294.93 lacs + 304.42 Lacs as additional demand) was approved in the third meeting of Finance Committee. This estimate was prepared on the basis of Rs. 1250 lacs proposed by the Deptt. of Tech. Education. However the State Govt. in the Annual Plan for 1997-98 provided a sum of Rs. 500 lacs leaving a gap of Rs. 750 lacs. In view of this the college submitted revised budget estimates amounting to Rs. 999.16 lacs. The demand is summarised as under:-

(A) Head	Already Approved	Amount Spent upto 30.09.97	Required Oct.97 to March 98	(Rs. in lacs) Total requirements
Buildings	1086.42	176.55	574.07	750.62
Equipment	299.03	23.58	60.00	83.58
Recurring	213.90	64.96	100.00	164.96
Total	1599.35	265.09	734.07	999.16

(B) DETAILS OF RECEIPTS

Opening Balance	Rs. 18.03 lacs
Receipts upto 30.09.97	Rs. 15.67 lacs
	<hr/>
Less advance shown in the name of Principal I.T.I. Ferozepur; amount given in connection with foundation stone of the college, bills are pending. (This is included in the opening balance of Rs. 18.03 lacs)	Rs. 33.70 lacs
	<hr/>
	Rs. 1.89 lacs
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Total	Rs. 31.81

(C) Funds required (A-B)

Rs. 967.35 lacs

(D) Fund allotted by the State Govt.

Rs. 500.00 lacs

(E) Additional funds required (C-D)

Rs. 467.35 lacs

The revised budget estimate of Rs. 919.16 lacs was approved and the college was advised to project the demand in the list of Excesses and Surrenders for which the proposals have been called from the Colleges.

Action

1. As advised the additional demand was projected in the Excess and Surrender list sent to the Govt. vide this office letter dt. 16-11-97 (copy placed at annexure - II on page no. 20 to 23) A case for release of additional demand as approved was sent to Govt. vide this office note dated 12-12-97 (copy placed at annexure - III on page no. 24 to 25).
2. A case for release of balance grant of Rs. 150.00 lacs was sent to Govt. vide this office note dated 16-11-97 (copy placed at annexure - IV on page no. 26)
3. It is informed that grant-in-aid of additional demand was not received and Punjab Govt. reduced its allocation to 400.00 lacs of grant-in-aid.

Item No. 4.4.

Panel of advocates for taking up judicial work of the College in the High Court of Punjab and Haryana & District Courts at Ferozepur.

Decision

The item was approved & recommended to be placed before the Board of Governor for final approval. Members suggested the names of some other reputed advocates to be included in the panel after getting their acceptance.

Action

The item will be placed before the Board of Governors for final approval in its next meeting. The advocates were informed regarding their placement in the panel vide this office letters no. SBSCET/FZR 7216-24 & 7225-31 dt. 16-12-97 (copy placed at annexure - V on page no. 27 to 28). Consents from suggested advocates were asked vide this office letter no. 6937 & 52 dt. 8-12-97 & dt. 12-12-97 (copy placed at annexure - VI on page no. 29 to 30).

Item No.4.5 **Rate of Interest payable on Contributory Provident Fund to the College Employees.**

Decision The item was approved and recommended to be placed before the Board of Governors for final approval.

Action The matter will be place before the Board of Governors for final approval in its next meeting.

Interest on contributory fund is being paid to the college employees .

Item No.4.6 **Incentive increments to faculty staff on account of acquiring higher qualfications during the currency of service.**

Decision The item was approved and recommended to be placed before the Board of Governor for final approval, as per the procedure followed in the case of Dr Rakesh Dogra , Lecturer in Applied Physics and Mr. Sanjeev Kumar Ahuja , Lecturer in Chemical Engg.

Action Incentive increments on account of acquiring higher qualifications were granted to the concerned officials after following the procedure as advised by the Board. (copy placed at annexure - VII on page no.31).

mtc

Item No. 5.3 Reappropriation of Fund During the Financial Year 1997- 98.

The budget estimates of SBSCET, Ferozepur were recommended by the finance committee of Shaheed Bhagat Singh College of Engineering & Technology Ferozepur in its first meeting held on April 8, 1997 & 2nd meeting held on October 21, 1997. The following reappropriation of funds during the 1997-98 has been carried out with the approval of the Principal in pursuance to Bye-Laws rule no.13.20.

Sr.No.	SOE	Intial budget approved 1997-98	Revised budget approved 1997-98	After re.app.	Actual expendiure upto 31-3-98	Plus	Minus
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A. NON RECURRING

1	Land	10.00	-	-	-	-	-
2	Buildings & Development	1076.42	750.62	750.62	256.55	-	-
3	Machinery & Equipments	0235.00	047.40	47.40	027.16	-	-
4	Other Facilities	0064.03	36.18	36.18	15.10	-	-
Total		1385.45	834.20	834.20	298.81	-	-

B. RECURRING

5	Pay and allowances.	150.00	106.00	106.00	86.59	-	-
6	TA/DA LTC.	002.00	001.00	001.00	00.58	-	-
7	Medical Reimbursement	000.50	000.31	000.31	-	-	-
Total		152.50	107.31	107.31	87.1	-	-

C Other Contingencs

1.	Water & Electricity	12.00	22.00	22.00	20.97	-	-
2.	Telephone	1.00	1.00	1.03	1.03	0.03	-
3.	Vehicle repair maintenance	2.25	2.25	2.36	2.36	0.11	-

4.	Advertisement & Publicity	2.00	1.00	1.00	0.85	-	-
5.	Raw Materials	3.00	1.50	2.67	2.67	1.17	-
6.	Printing & Stationary	3.00	3.00	2.11	2.11	-	-
7.	TA/DA & Hon. to experts	1.00	0.50	0.13	0.13	-	-
8.	Office Expenditure	2.00	2.00	2.00	1.30	-	-
9.	Horticulture & land scaping	1.00	1.00	1.00	0.55	-	-
10.	Newspapers & periodicals	0.50	0.50	0.50	0.27	-	-
11.	Postage & Telegrams	0.25	0.25	0.25	0.16	-	-
12.	Entertainment to Guests/BOG meetings	0.40	0.40	0.40	0.26	-	-
13.	Maintenance of building & other services	13.00	8.00	8.00	5.59	-	-
14.	Purchase of medicine	0.50	0.50	0.50	0.49	-	-
15.	Leveries & uniforms	1.00	-	-	-	-	-
16.	Reimbursement of books to teachers	1.00	0.25	0.25	0.02	-	-
17.	College function	2.00	2.00	1.92	1.92	-	-
18.	Freeship to students	1.00	1.00	1.53	1.53	0.53	-
19.	Security of campus/hort./ house keeping	11.00	8.00	8.00	7.79	-	-
20.	Maintenance Mcy. & Equip.	3.50	2.50	0.66	-	-	1.84
Total		61.40	57.65	57.65	21.86	1.84	1.84
Grant Total (A+B+C)		1599.35	999.16	999.16	435.97	1.84	1.84

Justification of excess expenditure

Telephone A sum of Rs.1.03 lacs has been incurred against amount of 1.00 lac provided in the budget estimate of the year 1997-98 . This amount is incurred against the actual bills received from the telephone department and are justified.

W. A. S.
Vehicle repair Maintenance A sum of Rs.2.36 lacs has been incurred against amount of Rs.2.25 lacs provided in the budget estimate of the year 1997-98 . Rs.0.15 lacs has been recovered from the staff on account of transportation charges (private use) . Hence the expenditure is under the limit of provided amount .

Raw Materials A sum of Rs. 2.67 lacs has been incurred against the amount of Rs.1.50 lacs provided in the revised estimate of the year 1997-98. In the Initial budget a sum of Rs.3.00 lacs was provided for the year 1997- 98. This amount is incurred to provide the material for training/education to the students of the college .

Free ship A sum of Rs.1.53 lacs has been incurred against the amount of Rs.1.00 lac provided in the budget estimate of the year 1997-98 . This amount is incurred as per the college by- laws for providing free ship to the students on merit basis.

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

Item No.5.4 Requirement Of Funds For the First Quarter of the year 1998-99

Punjab Govt. has not allocated the funds to this college for the year 1998-99. In the absence of allocations of funds, it is not possible to prepare the budget estimate of the college for the year 1998-99. Keeping in view the urgent needs, carry over liabilities of buildings & urgent recurring expenditures i.e. salary of staff for three months, electricity bills, telephone bills, & maintenance and running of vehicles etc., the college has prepared the urgent requirement of Rs. 428.38 lacs for the first quarter of the year 1998-99.

A brief detail is as under:

	(Amt. in lacs)
<u>Non-Recurring</u>	
1. Buildings	318.59
A. Out standing net liability for 1996-97	32.37
B. Out standing of the year 1997-98	261.22
C. Requirement of funds for completion on going work on hostel, chemical block & other basic infrastructure	25.00
2. Purchase of Machinery & Equipments (Tender are received and processed for the purchase of equipment & machinery)	50.00
3. Other facilities	10.00
<u>Recurring</u>	
4. Pay & allowances for three months	36.00
5. Other contingencies expenditure	10.00
Total	424.59
Less balance as on 1-4-98	15.59
Requirments as per office note dated 29-4-98 was sent to PSTE/IT(copy placed at annexure-VIII on page no.32 to 36)	409.00
Liability of arrear of revised pay scale (Placed at annexure-XI on page no.42 to 43)	15.59
Liability of maintenance of ERNET.(Copy of letter dt. 24.9.98 from D.O.E. is placèd at annexure-XII on page no. 44)	3.79
Total requirement for the first quarter	428.38

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

note
Sh. Dineha Achar to prepare the note for all colleges.

Item No.5.5

Implementation of the recommendations of the Fourth Punjab Pay Commission.

The State Govt. has revised the pay scales for its employees w.e.f. 1.1.96 vide notification no. 1/2/98 - FPI/123 dt. 8/1/98 (copy placed at annexure -IX on page no. 37 to 40)

As per college bye laws rules 2.16, the employee of the college are entitled for the revision of the pay scale on the pattern of State Govt. with the approval of the Board of Governors.

The college submitted the case to the Chairman BCG of the college for approval and the same was approved on 20-3-98 .(copy placed at annexure-X on page no. 41)

The financial liability of Rs15.59 lacs for payment of arrears to the employees during the year 1997-98 is worked out and placed at annexure -XI on page no. 42 to 43).

It is hoped that the State Govt. will accept the recommendations of the fourth pay commission with regard to Promotion Policy/Assured career Progression Scheme & Other allowances. It is proposed that college also adopts the recommendation of the fourth pay commission as and when these are implemented by the state gov't. for its own employees.

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

Approved

Item No.5.6

Approval for the rate of Interest payable on contributory provident fund to the college employee.

The rate of interest payable to the employee of this college on the CPF was approved 12% per annum for the year 1994-95 to 96-97 by the finance committee in its fourth meeting vide agenda item no.4.5 (copy placed at annexure XIII on page no. 45)

In accordance with college bye laws rules no. 7.11 (a),(b),(c),(d). The college has invested the amount of CPF/GPF in long term fixed deposit receipts in the nationalised banks. The college is likely to receive about Rs.0.89 lacs as interest on the FDRs during the year 1997-98.

It is proposed that interest on CPF(employee share as well as college share)be paid to the employees @ of 12% per annum for the year 1997-98. Interest payable to the employees at the proposed rate for this period works out to be Rs.0.84 lacs interest will be paid as per rules of the college bye laws.

The matter is placed before the Finance Committee for consideration and recommendation to the B.O.G. for approval.

Approved
① Mr. Ganesha to be rep'd
② Advice for Sec. F.C.

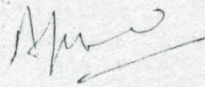
Item No.5.7

Approval for rule providing laboratory/other facilities to the students from outside institution.

The Academic Council Punjab Technical University, Jalandhar has approved & recommended to its Board rules regulations for providing laboratory and other facilities to the student from other sister institutes as per annexure IV of the proceedings, in its first meeting vide agenda item no.7. (copy placed at annexure - XIV on page no.46 to 51)

It is proposed to adopt the rules/regulations as approved and recommended by the Academic Council to provide/ receive such facilities to/from other institutions for this college.

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



Item No.5.8

Interest booked to grant-in-aid on account non-receipt of funds

The College has booked interest of Rs.21140.00 under the head office expenditure paid to other heads (students activities fund, university, etc.) on account of fund of Rs. 11.46 lacs utilised for the work of college (grant-in-aid). These funds were invested into FDR's. The portion of these funds was utilised for college to meet urgent expenditure i.e. salary of staff, electricity bills, telephone, vehicle running, maintenance & other urgent expenditures. The college had to use the said funds to avoid any problems.

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

W. K. S.

Item No.5.9

Approval for the rate of Water & Sewerage charges from the employees of the college.

This college is a office-cum-residence complex . As per project report of the college 75% teaching & 50% non teaching staff. This college is not charging any amount on account of water & sewerage service charges.

This college has collected the information from REC Jalandher, GZSCET, Bathinda, SE. PWD, Public Health (information collected placed at annexure-XVII on page no.55 to 58) to fix the amount chargeable from the employees of the college on account of said services.

A committee was constituted to recommend the rate chargeable from the employees on these account vide this office order dt. 27-3-98 (copy placed at annexure - XV on page 52).

The said committee has recommended the following rate for water supply & sewerage charges after considering the information received for REC & running expenditure incurred by the college on the services.

Sr.No. Category of residence Rates per month

1.	Institutional complex	Rs.5318.00	
2.	Students	@ Rs. 9.50/-per head	
3.	400 sq.ft. residence	@ Rs. 12/-per unit	25
4.	600 sq.ft. residence	@ Rs. 14/-per unit	30
5.	750 sq.ft. residence	@ Rs. 16/-per unit	35
6.	1000 sq.ft. residence	@ Rs. 19/-per unit	40
7.	1300 sq.ft. residence	@ Rs. 22/-per unit	50
8.	1800 sq.ft. residence	@ Rs. 25/- per unit	55
9.	Principal's residence	@ Rs. 30/-per unit	60

A. K. Singh

The recommendation of the committee is placed at annexure - XVI on page no. 53 to 54)

Submitted for consideration & approval for the charge at the recommended rates from 1.1.98 and will be valid for the next five year. .

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