

Agenda Notes

FC Meeting 18th

2012: First Meeting
of the
Finance
Committee

At
Conference Room, Vigyan Bhawan
Annexe Second Floor,
New Delhi
on
January 09, 2012 at 9:30 A.M.



PDPM
Indian Institute of Information Technology,
Design and Manufacturing Jabalpur

PANDIT DWARKA PRASAD MISHRA
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY,
DESIGN AND MANUFACTURING JABALPUR (M.P.)

FC/2012/1ST MEETING OF THE FINANCE COMMITTEE (FC)
TO BE HELD ON JANUARY 09, 2012 AT 09.30 A.M.
VENUE: CONFERENCE ROOM, VIGYAN BHAWAN ANNEXE, 2ND FLOOR
NEW DELHI

AGENDA

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R. P. Dwivedi
Deputy Registrar (F&A)
Secretary, Finance Committee

FC/2012:01:01

Opening Remarks by the Chairman

Will be presented in the meeting itself.

FC/2012:01:02

Overview Report by the Director

The main emphasis of the Institute during the initial years has been on building infrastructure to facilitate faculty and students by providing them all possible amenities. For the last two financial years (FYs) the Institute has shown good fund utilization performance.

For this FY, BOG had approved Budget Estimate of Rs. 50 Crores for the F.Y. 2011-12 on the recommendation of the FC. However, Ministry of HRD has sanctioned Rs. 40 crores as Plan Grant-in-Aid. Upto the third quarter, the Institute has received Rs. 30 Crores as Plan Grant-in-Aid. Major expenditure has been on the construction work (Rs. 14. 71 crores).

To meet the growing expenditure of salary wages and other recurring expenditure and to fasten the process of creation of capital assets including buildings, the Institute is submitting revised budget of Rs. 6596.19 Lakhs for the consideration of the Finance Committee.

The annual audit of the Institute for the Financial Year 2010-11 is already completed and audit report has been received by the Institute and has been communicated to MHRD for placing on the table of both the houses of the parliament after the approval of Chairman, BOG/FC.

72 cr.
in progress.

FC/2012:01:03	Confirmation of Minutes of the Meeting FC/2011/2 nd held on June 30, 2011
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**PANDIT DWARKA PRASAD MISHRA
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY,
DESIGN & MANUFACTURING JABALPUR**

Minutes of FC/2011/2nd Meeting of the Finance Committee of PDPM Indian Institute of Information Technology, Design & Manufacturing Jabalpur held on June 30, 2011 at 1400 Hrs in the C.S. Library Hall 'G' Block Ministry of Culture Shastri Bhavan, New Delhi.

Members Present:

- | | | |
|----|--|-----------------|
| 1. | Shri A.K. Singh, (Retd. IAS)
Member, Public Enterprises Selection Board | Chairman |
| 2. | Prof Aparajita Ojha,
Director, PDPM-IIITDM Jabalpur | Member |
| 3. | Mr. Alex P. Thomas
Representative of Shri Naveen Soi
Director(Finance), MHRD,GOI
(Nominee of Director (F), MHRD) | Member |
| 4. | Ms Prisca Mathew, Under Secretary
Representative of Ms Pratima Dikshit
Director(Technical) TS.1, MHRD, GOI | Member |
| 5. | Col(Retd) P.S. Sandhu
Registrar, PDPM-IIITDM Jabalpur | Special Invitee |
| 6. | Shri A.K. Verma, SE
CPWD(CZ), Bhopal | Special Invitee |
| 7. | Shri R.P. Dwivedi,
Dy Registrar, PDPM-IIITDMJ | Secretary |

The Chairman welcomed the members and special invitees. After deliberations on the agenda items, following recommendations were made by the Committee:-

FC/2011 :02.01 Opening Remarks by the Chairman, Finance Committee

The Chairman asked the Director to begin with the progress report of the Institute.

FC/2011 :02.02 Overview Report by the Director

The Director of the institute Prof Aparajita Ojha briefed the Committee members about the physical and financial progress of the Institute as follows.

The financial year 2010-11 was satisfactory in terms of financial inputs and expenditure. Institute received a Grant in Aid of Rs. 45 Crores under Plan during the F.Y. 2010-11 and made an

expenditure of Rs. 44.55 crores keeping a balance of Rs. 44.06 lakhs at the end of Financial Year. Major expenditure were incurred on the following. Establishment expenses Rs. 489 lakhs, Academic expenses 175.74 lakhs, other administrative expenses Rs. 360.96 lakhs, deposited with CPWD Rs. 1820.00 lakhs as part of 1/3rd amount for construction of buildings, Rs 1018 lakhs for triple Seater Hostel-1, Rs. 81.92 lakhs for Hostel-1, Rs. 42.21 lakhs for Laying of HT Line, Rs. 63.98 lakhs for Misc civil works. For purchase of other capital items Institute has incurred Rs. 129.15 lakhs for Computer Peripherals and Networking, Rs. 90.62 lakhs for Software, 70.87 lakhs for furniture, Rs. 138.88 for lab and office equipment.

The final accounts of the institutes were compiled well in time. A team of CAG Gwalior visited the institute and completed the audit of accounts on 23 June 2011. The team appreciated the efforts made by the institute in streamlining the procedures and maintaining the accounts of the institute. For the F.Y. 2011-12 MHRD, GOI has allocated GIA (PLAN) OF Rs. 40/- Crores and Rs. 1000 lakhs have been released in the first qtr. Till date the institute has incurred an expenditure of Rs. 490.03 lakhs.

FC/2011 :02.03

Confirmation of the Minutes of 2011/1st Meeting of the Finance Committee held on Feb 03, 2011.

Minutes of the 2011/1st meeting of Finance Committee held on February 03, 2011 were confirmed.

FC/2011 :02.04

Recommendations of Building & Works Committee 2011/1st Meeting held on June 21, 2011

The Finance Committee deliberated on the following recommendations of Building and Works Committee and decided on each of items as mentioned below:-

- (1) **B&WC/2011:01.03 To consider Revised Preliminary Estimate for the work of Construction of Triple Seated Hall of Residence-1 (Renamed as Hall of Residence-3).**

The recommendations of the B&WC for the work of construction of Triple Seated Hall of Residence which is renamed as Hall of Residence-4 with a Revised Preliminary Estimate of Rs.2155.00/- (Rs. Two thousand one hundred fifty five lakhs only)including 22% Cost Index 1% Quality Assurance, 1% Labour Cess, 3% contingencies and 5% Architect Fee with Service Tax on Fee as applicable were further recommended to the Board of Governors for Administrative Approval and Expenditure Sanction.

- (2) **B&WC/2011 :01.04 To consider the Preliminary Estimate for the work of Construction of Library-cum-Computer Centre for PDPM IITDM Jabalpur.**

The recommendations of B&WC for cutting down Estimate from Rs. 23,59,47,000/- to Rs. 22,89,70,000/- (Rs. Twenty two Crores eighty nine lakhs and seventy thousands only) which includes 22% Cost Index 1% Quality Assurance, 1% Labour Cess, 3% contingencies, 5% GRIHA specifications and 5% Architect Fee

with Service Tax on fee as applicable were further recommended to the Board of Governors for Administrative Approval and Expenditure Sanction.

(3) B&WC/2010 :02.05 Report Items -

a) Construction works taken up Institute Level.

Noted by the Committee.

b) To discuss the progress of the work of construction of Mess & dining Hall.

Noted by the committee.

(4) B&WC/2011:01:06(1) Need of Some Urgent Works at the Campus

The Committee noted the same.

(5) B&WC/2010 :02.06(2) Report of Committee constituted to look into the matter pertaining to Quality of Bricks used in internal construction works of Institute.

The Committee took the opinion of Shri A.K. Verma, SE(CZ) Bhopal who stated that these bricks are being used in most of the areas in Madhya Pradesh. Since the bricks are being used as a filler material and not being used anywhere as part of load bearing walls, therefore safety of the buildings is not compromised if such bricks of 35 grade are used. Committee noted the same with satisfaction.

FC/2011 :02.06 Agenda for Ratification.

(1) Ratification of Approval of Final Annual Accounts for the F.Y. 2010-11

The Finance Committee recommended to the Board of Governors for ratification of the approval of Final Accounts of the Institute for the F.Y. 2010-11 as accorded by the Chairman, FC/BOG.

The meeting concluded with a vote of thanks to the Chairman and other members.

Forwarded for approval please.

AC/fin
Director 7-7-2011

Ximbi J. Joshi
07-07-2011
(R.P. Dwivedi)
Deputy Registrar & Secretary

AC/fin
Chairman, Finance Committee 7-7-2011

FC/2012:01:04

To consider recommendations of Building & Works Committee held on January 07, 2012.

The recommendations of B&WC will be placed before the committee at the time of the meeting. Agenda on next page.

Agenda for the 2012/1st Meeting of Buildings & Works Committee, 2012
[to be held on Saturday, January 07, 2012 at 15:00 hrs.]

Venue: Conference Hall, Hotel Janpath, New Delhi

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B&WC/2012: 1.01 Opening Remarks by the Chairperson

Opening remarks by the Chairperson will be presented in the meeting itself.

B&WC/2012: 1. 02 Confirmation of the Minutes of 2011/ 1st Meeting of the B&WC held on June 21, 2011

Minutes were circulated after the meeting and are placed at Annexure B&WC/2012/1/A-1 (page P-03 to P-07). No comments have been received from the members.

The Building & Works Committee is requested to confirm the same.

B&WC/2012: 1.03 To consider the Preliminary Estimate for the work of Construction of PG Hostel (Phase-2) at PDPM-IIITDM Jabalpur

A preliminary estimate has been submitted by the Architects, M/s Kanvinde Rai & Chowdhury, New Delhi for construction of PG Hostel (Phase-2) at PDPM-IIITDM having a capacity for accommodation of 404 single seated rooms and a facility block. The estimate amounting to Rs 2369 lacs (Rs Two thousand three hundred and sixty nine lacs only) as forwarded by the architects which is based on CPWD Delhi Plinth area rates 2007 with approved cost enhancement i.e 43% at Jabalpur, 3% contingencies and 5% architect fee (service tax as applicable) has been placed as Annexure B&WC/2012/1/A-2 (page P-09 to P-23).

The B & WC is requested to consider the Preliminary Estimate for construction of PG Hostel (Phase-2) at PDPM-IIITDM, Jabalpur for Rs 2369 lacs (Rs Two thousand three hundred and sixty nine lacs only) and to request the Finance committee to consider the same for onward recommendation to the Board of Governors for its administrative approval and expenditure sanction.

B&WC/2012: 1.04 To consider the Preliminary Estimate for the work of Construction of Administrative Block for PDPM-IIITDM, Jabalpur

A rough cost estimate amounting to Rs. 1500 lacs (Rupees One thousand five hundred lacs only) has been framed considering the area requirement and prevailing per unit area cost. The Preliminary Estimate is under preparation by the consultant M/s Kanvinde Rai & Chowdhury, New Delhi. The Preliminary Estimate as forwarded by M/s Kanvinde Rai & Chowdhury, New Delhi, shall be put on the table during the meeting itself.

The B & WC is requested to consider the Preliminary Estimate for construction of Administrative Block for PDPM-IIITDM, Jabalpur for the actual amount of the estimate, and to request the Finance Committee to consider the same for onward recommendation to the Board of Governors for its administrative approval and expenditure sanction.

B&WC/2012: 1.05 To consider the Preliminary cum detailed Estimate for the work of Construction of Student Activity Centre-I at PDPM-IIITDM, Jabalpur

A Preliminary Estimate has been submitted by the consultant M/s. Datta & Datta Associates, Ahmedabad for construction of Student Activity Centre-I. In this estimate provisions have been made for amphitheatre, multipurpose hall (indoor), squash court and a swimming pool. The estimate amounting to Rs 1826.1 lacs (Rs One thousand eight hundred twenty six point one lacs only) as forwarded by the architects which is based on CPWD Delhi Plinth area rates 2007 with approved cost enhancement i.e 43% at Jabalpur, 3% contingencies and 5% architect fee (service tax as applicable) has been placed as Annexure B&WC/2012/1/A-3 (page P-26 to P-39).

The B & WC is requested to consider the Preliminary Estimate for construction of Student Activity Centre-I at PDPM-IIITDM, Jabalpur for Rs 1826.1 lacs (Rs One thousand eight hundred twenty six point one lacs only) and to request the Finance committee to consider the same for onward recommendation to the Board of Governors for its administrative approval and expenditure sanction.

B&WC/2012: 1.06 To consider the Preliminary Estimate for the work of Construction of Technology Incubation Centre for PDPM-IIITDM, Jabalpur

A rough cost estimate amounting to Rs. 1000 lacs (Rupees One thousand lacs only) has been framed considering the area requirement and prevailing per unit area cost. The Preliminary Estimate is under preparation by the consultant M/s. Architects Atelier, Chandigarh. The Preliminary Estimate as forwarded by M/s. Architects Atelier, Chandigarh shall be put on the table during the meeting it self.

The B & WC is requested to consider the Preliminary Estimate for construction of Technology Incubation Centre for PDPM-IIITDM, Jabalpur for the actual amount of the estimate, and to request the Finance Committee to consider the same for onward recommendation to the Board of Governors for its administrative approval and expenditure sanction.

B&WC/2012: 1.07 To consider the Preliminary Estimate for the work of Construction of Multi Utility Centre for PDPM-IIITDM, Jabalpur

A rough cost estimate amounting to Rs. 1200 lacs (Rupees One thousand two hundred lacs only) has been framed considering the area requirement and prevailing per unit area cost. The Preliminary Estimate is under preparation by the consultant M/s. Architects Atelier, Chandigarh. The Preliminary Estimate as forwarded by M/s. Architects Atelier, Chandigarh shall be put on the table during the meeting it self.

The B & WC is requested to consider the Preliminary Estimate for construction of Multi Utility Centre for PDPM-IIITDM, Jabalpur for the actual amount of the estimate, and to request the Finance Committee to consider the same for onward recommendation to the Board of Governors for its administrative approval and expenditure sanction.

B&WC/2012: 1.08 To consider the Preliminary Estimate for the work of Construction of Girls Hostel-I for PDPM-IIITDM, Jabalpur

A Preliminary Estimate has been submitted by the consultant M/s. Datta & Datta Associates, Ahemdabad for construction of Girls Hostel-I. In this estimate provisions have been made for 128 nos. single seated rooms and 56 nos. triple seated rooms. The estimate amounting to Rs 1741 lacs (Rs One thousand seven hundred and fourty one lacs only) as forwarded by the architects which is based on CPWD Delhi Plinth area rates 2007 with approved cost enhancement i.e 43% at Jabalpur, 3% contingencies and 5% architect fee (service tax as applicable) has been placed as Annexure B&WC/2012/1/A-4 (page P-42 to P-50).

The B & WC is requested to consider the Preliminary Estimate for construction of Girls Hostel-I at PDPM-IIITDM, Jabalpur for Rs 1741 lacs (Rs One thousand seven hundred and forty one lacs only) and to request the Finance committee to consider the same for onward recommendation to the Board of Governors for its administrative approval and expenditure sanction.

B&WC/2012: 1.09 To consider the Preliminary Estimate for the work of Construction of Rewa Residency-2A for PDPM-IIITDM, Jabalpur

A rough cost estimate amounting to Rs. 1800 lacs (Rupees One thousand eight hundred lacs only) has been framed considering the area requirement and prevailing per unit area cost. The Preliminary Estimate is under preparation by the consultant M/s Kanvinde Rai & Chowdhury, New Delhi. The Preliminary Estimate as forwarded by M/s Kanvinde Rai & Chowdhury, New Delhi, shall be put on the table during the meeting it self.

The B & WC is requested to consider the Preliminary Estimate for construction of Rewa Residency-2A for PDPM-IIITDM, Jabalpur for the actual amount of the estimate, and to request the Finance Committee to consider the same for onward recommendation to the Board of Governors for its administrative approval and expenditure sanction.

B&WC/2012: 1.10 To consider the Preliminary Estimate for the work of Construction of Primary Health Centre at PDPM-IIITDM, Jabalpur

A preliminary estimate has been submitted by the Architects, M/s. Datta & Datta Associates, Ahmedabad for construction of Primary Health Centre at PDPM-IIITDM. The estimate amounting to Rs 537 lacs (Rs Five hundred thirty seven lacs only) as forwarded by the architects which is based on CPWD Delhi Plinth area rates 2007 with approved cost enhancement i.e 43% at Jabalpur, 3% contingencies and 5% architect fee (service tax as applicable) has been placed as Annexure B&WC/2012/1/A-5 (page P-52 to P-58).

The B & WC is requested to consider the Preliminary Estimate for construction of Health Centre at PDPM-IIITDM, Jabalpur for Rs 537 lacs (Rs Five hundred thirty seven lacs only) and to request the Finance committee to consider the same for onward recommendation to the Board of Governors for its administrative approval and expenditure sanction.

B&WC/2012: 1.11 Any other Item with the Permission of the Chair

(R. P. Dwivedi)
Officer-In-Charge Estate

FC/2012:01:05	To consider proposal for Revised Budget Estimates (Plan) for the F.Y. 2011-12 and Budget Estimates (Plan) for the F.Y. 2012-13
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BUDGET SUMMARY

FOR RE -2011-12 (PLAN) & BE-2012-13 (PLAN)

REVISED BUDGET ESTIMATES FOR F.Y. 2011-12

Rs. In Lakhs			
BUDGET	B.E. (F.Y. 2011-12)	Expenditure as on 30-09-2011	R.E. (F.Y.2011-12)
RECURRING ESTIMATES	1700.00	688.81	1727.10
NON- RECURRING ESTIMATES	3300.00	1414.60	4795.09
TOTAL	5000.00	2103.41	6522.19

Funds/Expenditure Projections F.Y. 2011-12

(Rs. In lakhs)

(a)	Balance from GIA from F.Y. 2010-11	-	44.06
(b)	Grants-in-Aid by MHRD,GOI	-	4000.00
(c)	Total funds available	-	<u>4044.06</u>
(d)	Expenditure Projected (RE 2011-12)	-	6522.19

BUDGET ESTIMATES FOR THE F. Y. 2012-13 (PLAN)

Rs. In Lakhs

Plan (Non Recurring)	11907.04
Plan Recurring	2345.08
TOTAL	14252.12

↑
increase to
B/dy.

NAME OF INSTITUTE: PDPM- IIITDM, JABALPUR

PROPOSAL FOR PLAN BUDGET (R.E.) FOR F.Y. 2011-12 AND BUDGET ESTIMATE (B.E.) FOR F.Y. 2012-13

OBJECT HEAD-31 "GRANT-IN-AID-GENERAL (RECURRING EXPENSES)

Rs. In lakhs

Sl. No.	Budget Head	Actuals 2010-11	Apprd. B.E. 2011-12	Actual Exp as on 30th Sept 2011	Proposed (Revised Estimates) F.Y. 2011-12	Proposed (Budget Estimates) F.Y. 2012-13
	ITEMS					
A.	PART-'A' SALARIES					
1	Faculty	281.26	395.00	182.04	400.00	631.78
2	Non-Faculty	105.63	207.00	70.59	170.00	275.00
3	Manpower deployment (through Outsourcing) (including Security and House keeping staff)	101.08	240.00	66.22	190.00	210.00
	TOTAL- 'A'	487.97	842.00	318.85	760.00	1116.78
B.	PART-'B' OTHER COMPONENTS (These items shouldn't include in Salaries components)					
1	Leave Encashment	0.00	2.00	0.71	2.00	7.00
2	LTC	5.53	60.00	4.38	15.00	30.00
3	Retirement Benefits	0.00	1.00	0.00	1.00	3.00
4	Children Education Allowance	3.13	8.00	0.44	7.80	12.00
5	Contribution to Pension Fund	0.28	2.00	0.25	1.50	2.50
6	Contribution to New Pension Scheme	31.33	60.00	19.33	50.00	70.00
7	Professional Development Fund	19.35	40.00	19.13	45.00	70.00
8	Medical Treatment (Staff)	8.22	16.00	5.13	15.00	20.00
	TOTAL- 'B'	67.84	189.00	49.37	137.30	214.50

NAME OF INSTITUTE: PDPM- IIITDM, JABALPUR

PROPOSAL FOR PLAN BUDGET (R.E.) FOR F.Y. 2011-12 AND BUDGET ESTIMATE(B.E.) FOR F.Y. 2012-13

OBJECT HEAD-31 "GRANT-IN-AID-GENERAL (RECURRING EXPENSES)

SL No.	Justification for Revised Estimates for the F.Y. 2011-12	Justification for Budget Estimates for the F.Y. 2012-13
A.		
1	Due to increase in DA/Increment and provisions of 23 vacant posts	Increase is due to in DA/Increment and provisions of 23 vacant posts
2	Due to increase in DA/Increment and provisions of 39 vacant posts	Increase is due to in DA/Increment and provisions of 39 vacant posts
3	Due to increase in outsource manpower rates of wages under Min Wages Act(Central) 1936	Due to increase in outsource manpower, and rates of wages under Min Wages Act(Central) 1936
B.		
1	No increase.	Due to increase in manpower
2	No increase.	Due to increase in manpower
3	Provision has been made.	Provision is made for future retirement
4	No increase.	Due to increase in manpower
5	No increase.	Provision is made for future .
6	No increase.	Due to increase in manpower
7	Due to increase in faculty.	Due to increase in faculty.
8	No increase.	Due to increase in manpower

NAME OF INSTITUTE: PDPM- IITDM, JABALPUR

PROPOSAL FOR PLAN BUDGET (R.E.) FOR F.Y. 2011-12 AND BUDGET ESTIMATE (B.E.) FOR F.Y. 2012-13

OBJECT HEAD-31 "GRANT-IN-AID-GENERAL (RECURRING EXPENSES)

Rs. In lakhs

Sl. No.	Budget Head	Actuals 2010-11	Apprd. B.E. 2011-12	Actual Exp as on 30th Sept 2011	Proposed (Revised Estimates) F.Y. 2011-12	Proposed (Budget Estimates) F.Y. 2012-13
	ITEMS					
C.	Others					
1	Advertisement and Publicity	38.4	65.00	29.49	90.00	100.00
2	Consumables	17.04	16.00	6.62	17.00	22.00
3	Departmental Expenses	15.92	20.00	7.19	16.00	25.00
4	Electricity & Power	79.97	120.00	66.05	150.00	180.00
5	Students' Health Facility	3.83	7.00	6.47	10.00	13.00
6	Honorarium	21.08	15.00	22.39	38.00	50.00
7	Workshop and Seminar Expenses	0.00	12.00	0.00	5.00	7.00
8	Horticulture Expenses	2.36	8.00	1.93	7.00	12.00
9	Hospitality Expenses	7.34	8.00	5.80	11.00	18.00
10	House Keeping Expenses	0.63	4.00	0.69	3.00	4.00
11	Guest House Rent & Maintenance	10.82	6.00	2.51	6.00	6.00
12	Insurance and Bank Charges	1.05	4.00	0.27	2.00	4.00
13	Institute Membership Charges	0.00	4.00	2.50	5.00	5.00
14	News Papers and Periodicals	0.30	2.00	0.27	0.70	0.80

NAME OF INSTITUTE: PDPM- IITDM, JABALPUR

PROPOSAL FOR PLAN BUDGET (R.E.) FOR F.Y. 2011-12 AND BUDGET ESTIMATE(B.E.) FOR F.Y. 2012-13

OBJECT HEAD-31 "GRANT-IN-AID-GENERAL (RECURRING EXPENSES)

SL No.	Justification for Revised Estimates for the F.Y. 2011-12	Justification for Budget Estimates for the F.Y. 2012-13
C.		
1	Due to increase in no. of advertisements for recruitments and tenders etc.	Provision for future advertisement and publicity
2	Due expansion of institute and increase in academic activities	Due expansion of institute and increase in academic activities
3	No increase.	Due expansion of institute and increase in academic activities
4	Due expansion of institute and increase in academic activities	Due expansion of institute and increase in academic activities
5	Due to increase in students intake.	Due to increase in students intake.
6	To meet expenditure for increased activities for conducting the courses by visiting faculty.	To meet expenditure for increased activities for conducting the courses by visiting faculty.
7	No increase.	Provision for seminars and workshops
8	No increase	To increase greenery in the campus
9	Due to increase in academic activities.	Due to increase in academic activities.
10	No increase	No increase
11	No increase	No increase
12	No increase.	No increase.
13	To pay membership charges etc	For payment of institute membership fee.
14	No increase.	No increase.

NAME OF INSTITUTE: PDPM- IIITDM, JABALPUR

PROPOSAL FOR PLAN BUDGET (R.E.) FOR F.Y. 2011-12 AND BUDGET ESTIMATE (B.E.) FOR F.Y. 2012-13

OBJECT HEAD-31 "GRANT-IN-AID-GENERAL (RECURRING EXPENSES)					Rs. In lakhs	
Sl. No.	Budget Head	Actuals 2010-11	Apprd. B.E. 2011-12	Actual Exp as on 30th Sept 2011	Proposed (Revised Estimates) F.Y. 2011-12	Proposed (Budget Estimates) F.Y. 2012-13
	ITEMS					
15	Office & Misc Expenses	8.54	10.00	3.05	7.00	15.00
16	Postage and Courier Charges	1.27	2.00	0.55	2.00	3.00
17	Printing and Stationary	13.79	6.00	5.13	15.00	19.00
18	Professional Charges	8.46	10.00	3.76	12.00	12.00
19	Repairs and Maintenance	6.16	37.00	3.07	10.00	20.00
20	Scholarship and Assistantship	63.74	80.00	36.48	110.00	110.00
21	Telephone Expenses	19.85	10.00	5.72	15.00	20.00
22	Internet and Leasedline Expenses	18.75	40.00	56.67	80.00	90.00
23	Transport/Vehicle Hiring Expenses	26.53	10.00	7.26	18.00	20.00
24	Travelling and Conveyance (TA/DA etc)	32.38	50.00	22.86	60.00	80.00
25	Vehicle Running and Maintenance	0.00	16.00	6.28	15.00	15.00
26	Convocation Expenses	4.54	7.00	5.10	5.10	8.00
27	Students Support Services	7.85	10.00	12.48	20.00	35.00
28	Online Journals	53.47	90.00	0.00	100.00	120.00
	TOTAL- 'C'	464.07	669.00	320.59	829.80	1013.80
	Total of Object Head-31 (Recurring Expenses)	1019.88	1700.00	688.81	1727.10	2345.08

NAME OF INSTITUTE: PDPM- IIITDM, JABALPUR

PROPOSAL FOR PLAN BUDGET (R.E.) FOR F.Y. 2011-12 AND BUDGET ESTIMATE(B.E.) FOR F.Y. 2012-13

OBJECT HEAD-31 "GRANT-IN-AID-GENERAL (RECURRING EXPENSES)

SL No.	Justification for Revised Estimates for the F.Y. 2011-12	Justification for Budget Estimates for the F.Y. 2012-13
15	No increase.	Due to increase in academic activities.
16	No increase.	Due to increase in academic activities.
17	Due expansion of institute and increase in academic activities	Due expansion of institute and increase in academic activities
18	Minor increase.	Minor increase.
19	No increase	No increase
20	Due to increase in students intake.	Due to increase in students intake.
21	Due expansion of institute and increase in academic activities	Due expansion of institute and increase in academic activities
22	Due expansion of institute and increase in academic activities	Due expansion of institute and increase in academic activities
23	Due expansion of institute and increase in academic activities	Due expansion of institute and increase in academic activities
24	Due expansion of institute and increase in academic activities	Due expansion of institute and increase in academic activities
25	No increase.	No increase.
26	No increase.	Due increase in student's intake
27	Due expansion of institute and increase in academic activities	Due expansion of institute and increase in academic activities
28	Due expansion of institute and increase in academic activities	Due expansion of institute and increase in academic activities

NAME OF THE INSTITUTE : PDPM- IIITDM, JABALPUR

**PROPOSAL FOR PLAN BUDGET (R.E.) FOR F.Y. 2011-12 AND BUDGET ESTIMATE(B.E.)
F.Y.2012-13**

OBJECT HEAD-35 " GRANT-IN-AID-GENERAL- NON RECURRING EXPENSES (FOR CAPITALISED ITEMS)

Sl. No.	Account Head	AA & ES	Actual 2010-11	B.E. 2011-12	Actual Exp as on 30 Sep 2011	Proposed R.E. 2011-12	Proposed B.E. 2012-13
A.	CONSTRUCTION WORKS ASSIGNED TO CPWD						
1	Narmada Residency-II	1598.00	100.00	100.00	16.11	100.00	500.00
2	Narmada Residency-III	2203.00	24.56	0.00	0.00	0.00	700.00
3	Lecture Hall & Tutorial Complex (LH&TC)	3731.94	600.37	800.00	0.00	800.00	1200.00
4	Mess Dining Hall 1	628.00	14.09	213.52	0.00	0.00	426.20
5	Hall of Residence-4	2278.00	708.73	100.00	0.00	700.00	878.00
6	Security Barrack	74.91	21.66	54.95	0.46	45.46	9.45
7	Visitor's Hostel	1185.22	358.45	100.00	5.64	5.64	300.00
8	Road Network(Phase-I)	255.00	50.00	90.00	0.00	100.00	155.00
9	Back side Boundary Wall at Nalah Portion	19.90	0.00	0.00	0.00	6.00	13.90
10	External Sewerage System (Ph-1)	118.79	0.00	118.80	0.00	40.00	78.79
11	Library- Cum- Computer Centre	2359.47	0.00	100.00	450.00	450.00	1000.00
12	P.G. Hostel (Phase-I)	1237.00	0.00	100.00	358.91	358.91	300.00
13	Over Head Water Tank	41.17	0.00	0.00	10.00	10.00	31.17
14	Basket ball Court (Indoor)	230.64	0.00	50.00	0.00	100.00	130.64
15	Type-V Residential Quarters (2 Nos)	73.11	0.00	0.00	20.00	20.00	53.11
16	C.C. Road from Security Barracks to Hall-1	115.78	0.00	0.00	0.00	100.00	15.78
	Total	16149.93	1877.86	1827.27	861.12	2836.01	5792.04

NAME OF THE INSTITUTE : PDPM- IIITDM, JABALPUR

PROPOSAL FOR PLAN BUDGET (R.E.) FOR F.Y. 2011-12 AND BUDGET ESTIMATE(B.E.)
F.Y.2012-13

OBJECT HEAD-35 " GRANT-IN-AID-GENERAL- NON RECURRING EXPENSES (FOR CAPITALISED ITEMS

	Justification for Revised Estimates for the F.Y. 2011-12	Justification for Budget Estimates for the F.Y. 2012-13
A.		
1	No increase in revised estimate (RE).	Provision for payment to CPWD
2	No increase in revised estimate (RE).	Provision for payment to CPWD
3	No increase in revised estimate (RE).	Provision for payment to CPWD
4	No increase in revised estimate (RE).	Provision for payment to CPWD
5	To deposit with CPWD with the Progress in work.	Provision for payment to CPWD
6	No increase in revised estimate (RE).	Provision for payment to CPWD
7	No increase in revised estimate (RE).	Provision for payment to CPWD
8	Minor increase.	Provision for payment to CPWD
9	No increase in revised estimate (RE).	Provision for payment to CPWD
10	No increase in revised estimate (RE).	Provision for payment to CPWD
11	To deposit with CPWD as 1/3 rd of PE.	Provision for payment to CPWD
12	To deposit with CPWD as 1/3 rd of PE.	Provision for payment to CPWD
13	To deposit with CPWD as 1/3 rd of PE.	Provision for payment to CPWD
14	To deposit with CPWD with the Progress in work.	Provision for payment to CPWD
15	To deposit with CPWD as 1/3 rd of PE.	Provision for payment to CPWD
16	To deposit with CPWD as 1/3 rd of PE.	Provision for payment to CPWD

NAME OF THE INSTITUTE : PDPM- IITDM, JABALPUR

**PROPOSAL FOR PLAN BUDGET (R.E.) FOR F.Y. 2011-12 AND BUDGET ESTIMATE(B.E.)
F.Y.2012-13**

OBJECT HEAD-35 " GRANT-IN-AID-GENERAL- NON RECURRING EXPENSES (FOR CAPITALISED ITEMS)

Sl. No.	Account Head	AA & ES	Actual 2010-11	B.E. 2011-12	Actual Exp as on 30 Sep 2011	Proposed R.E. 2011-12	Proposed B.E. 2012-13
B.	CONSTRUCTIONS WORKS DIRECTLY UNDERTAKEN BY INSTITUTE						
1	Hall of Residence 1 (SH:Civil & Electrical)	1473.00	75.38	0.00	39.30	243.35	0.00
2	Core Lab Complex (SH : Civil & Electrical)	700.00	16.52	0.00	16.62	16.62	0.00
3	Core Lab Complex (SH: Low Side of HVAC)	20.00	0.00	0.00	0.00	0.00	0.00
4	Triple Seated Hall of Residence-1 (SH : Civil & Electrical)	2155.00	911.74	0.00	199.92	475.00	0.00
5	Minor Civil Construction & Misc Works	0.00	130.40	210.00	66.91	210.00	210.00
	Total	4348.00	1134.04	210.00	322.75	944.97	210.00
C.	NEW PROPOSED WORKS LIKELY TO RECOMMEND BY B&WC ON 07.001.2012 (These are the rough estimates)						
1	PG Hostel (Ph.II)	2369.00	0.00	0.00	0.00	0.00	800.00
2	Aministrative Building	1500.00	0.00	0.00	0.00	0.00	500.00
3	Student Activities Centre-I	2170.20	0.00	0.00	0.00	0.00	500.00
4	Design Studio	3600.00	0.00	0.00	0.00	0.00	1000.00
5	Technological Incubation Centre	1000.00	0.00	0.00	0.00	0.00	300.00
6	Multiutility Centre	1200.00	0.00	0.00	0.00	0.00	400.00
7	Girls Hostel-I	1830.00	0.00	0.00	0.00	0.00	400.00
8	Rewa Residency-II (Staff Quarters)	1800.00	0.00	0.00	0.00	0.00	500.00
9	Health Centre	546.80	0.00	0.00	0.00	0.00	300.00
	Total	16016.00	0.00	0.00	0.00	0.00	4700.00

NAME OF THE INSTITUTE : PDPM- IIITDM, JABALPUR

PROPOSAL FOR PLAN BUDGET (R.E.) FOR F.Y. 2011-12 AND BUDGET ESTIMATE(B.E.)
F.Y.2012-13

OBJECT HEAD-35 " GRANT-IN-AID-GENERAL- NON RECURRING EXPENSES (FOR CAPITALISED ITEMS

	Justification for Revised Estimates for the F.Y. 2011-12	Justification for Budget Estimates for the F.Y. 2012-13
B.		
1	For settlement of Final Bill	Not applicable
2	For settlement of Final Bill	Not applicable
3	Not taken up.	Not applicable
4	For settlement of Final Bill	Not applicable
5	Provision for Minor works	Provison for Minor Works
C.		
1	Not applicable	Provision for 1/3rd depsit to CPWD. (PE)
2	Not applicable	Provision for deposit with Construction agency.(Rough Cost Estimates)
3	Not applicable	Provision for deposit with Construction agency. (PE)
4	Not applicable	Provision for deposit with Construction agency.(Rough Cost Estimates)
5	Not applicable	Provision for deposit with Construction agency.(Rough Cost Estimates)
6	Not applicable	Provision for deposit with Construction agency.(Rough Cost Estimates)
7	Not applicable	Provision for deposit with Construction agency. (PE)
8	Not applicable	Provision for deposit with Construction agency.(Rough Cost Estimates)
9	Not applicable	Provision for deposit with Construction agency.(PE)

NAME OF THE INSTITUTE : PDPM- IIITDM, JABALPUR

**PROPOSAL FOR PLAN BUDGET (R.E.) FOR F.Y. 2011-12 AND BUDGET ESTIMATE(B.E.)
F.Y.2012-13**

OBJECT HEAD-35 " GRANT-IN-AID-GENERAL- NON RECURRING EXPENSES (FOR CAPITALISED ITEMS)

Sl. No.	Account Head	AA & ES	Actual 2010-11	B.E. 2011-12	Actual Exp as on 30 Sep 2011	Proposed R.E. 2011-12	Proposed B.E. 2012-13
D.	ELECTRICAL INSTALLATION						
1	Electrical Supply & Management System (Sub Station) (including 1KVA Gen Set)	726.00	11.22	173.00	0.00	250.00	0.00
2	External HT Line & Electrification (33KVA)(including shifting)	151.30	40.58	19.73	0.00	44.11	0.00
3	Misc. Electrical Works	0.00	4.70	80.00	45.86	20.00	25.00
	Total	877.30	56.50	272.73	45.86	314.11	25.00
E.	OTHERS						
1	Water Supply System Tubewells etc		3.98	50.00	3.75	10.00	20.00
2	Sewage Treatment Plant		0.00	0.00	6.19	10.00	0.00
3	Surveying & Land Contouring		3.77	50.00	0.90	5.00	10.00
4	Landscapping & Storm water, drainage, rain water Harvesting etc.		0.00	50.00	0.00	50.00	100.00
	Total		7.75	150.00	10.84	75.00	130.00
F.	FURNITURE & FIXTURES						
1	Furniture		70.88	120.00	12.96	110.00	200.00
	Total		70.88	120.00	12.96	110.00	200.00
G.	EQUIPMENTS						
1	Lab Equipment		104.56	250.00	26.19	140.00	300.00
2	Office & Misc. Equipment		71.43	150.00	16.56	60.00	100.00
	Total		175.99	400.00	42.75	200.00	400.00

NAME OF THE INSTITUTE : PDPM- IIITDM, JABALPUR

PROPOSAL FOR PLAN BUDGET (R.E.) FOR F.Y. 2011-12 AND BUDGET ESTIMATE(B.E.)
F.Y.2012-13

OBJECT HEAD-35 " GRANT-IN-AID-GENERAL- NON RECURRING EXPENSES (FOR CAPITALISED ITEMS

	Justification for Revised Estimates for the F.Y. 2011-12	Justification for Budget Estimates for the F.Y. 2012-13
D.		
1	To pay remaining bills	Not Applicable
2	To pay remaining bills.	Not Applicable
3	Provisions for small electrical works.	Provisions for small electrical works.
E.		
1	No increase in Revised Estimates.	Provision for water supply.
2	No increase in Revised Estimates.	Not Applicable
3	No increase in Revised Estimates.	Provision for surveying etc made as new site is likely to be developed for constructions.
4	No increase in Revised Estimates.	Provision for land escaping, rain water harvesting. developed for constructions.
F.		
1	No increase in Revised Estimates	Provisions for furniture for enhanced faculty, staff and students.
G.		
1	No increase in Revised Estimates	Provision for Lab equipments for research and academic purpose
2	No increase in Revised Estimates	Enhanced provision for Office equipments for the growing institute.

NAME OF THE INSTITUTE : PDPM- IIITDM, JABALPUR

**PROPOSAL FOR PLAN BUDGET (R.E.) FOR F.Y. 2011-12 AND BUDGET ESTIMATE(B.E.)
F.Y.2012-13**

**OBJECT HEAD-35 " GRANT-IN-AID-GENERAL- NON RECURRING EXPENSES (FOR CAPITALISED
ITEMS)**

Sl. No.	Account Head	AA & ES	Actual 2010-11	B.E. 2011-12	Actual Exp as on 30 Sep 2011	Proposed R.E. 2011-12	Proposed B.E. 2012-13
H.	COMPUTERS & PERIPHERALS						
1	Computer Hardware & Networking		129.16	150.00	92.36	150.00	200.00
2	Computer Software		90.62	150.00	25.28	150.00	200.00
	Total		219.78	300.00	117.64	300.00	400.00
I.	LIBRARY BOOKS						
1	Books		6.19	20.00	0.68	15.00	50.00
	Total		6.19	20.00	0.68	15.00	50.00
	TOTAL of Object Head -35 (Capitalised Items)		3,548.99	3,300.00	1,414.60	4,795.09	11,907.04
	Grand Total (Object Head 31 & Object Head 35)		4568.87	5000.00	2103.41	6522.19	14252.12

NAME OF THE INSTITUTE : PDPM- IIITDM, JABALPUR

PROPOSAL FOR PLAN BUDGET (R.E.) FOR F.Y. 2011-12 AND BUDGET ESTIMATE(B.E.)
F.Y.2012-13

OBJECT HEAD-35 " GRANT-IN-AID-GENERAL- NON RECURRING EXPENSES (FOR CAPITALISED ITEMS

	Justification for Revised Estimates for the F.Y. 2011-12	Justification for Budget Estimates for the F.Y. 2012-13
H.		
1	No increase in Revised Estimates	To meet the requirement of increased faculty, staff and students
2	No increase in Revised Estimates	To meet the requirement of academic and research.
I.		
1	No increase in Revised Estimates	To meet the academic requirements of faculty and students.

FC/2012:01:06

Items for ratification

The Audit Report on the Annual Accounts for the F.Y. 2010-11 is received. Due to time line given by MHRD the same was approved by the Chairman, FC/BOG and sent to the Ministry for placing before both the Parliament.

I. R.

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL
(CIVIL & COMMERCIAL AUDIT)
MADHYA PRADESH, GWALIOR

No. OAD-II/SAR/PDPM-III/TDM/2010-11 /D-181

Dated:- 30.11.11

To,

The Director,
Pt. Dwarka Prasad Mishra,
Indian Institute of Information
Technology, Design & Manufacturing, Dumna Road, PO- Khamaria,
Jabalpur-482005

Subject: - Final Audit Report on the accounts of Pt. DPM-IIIT, DM, Jabalpur for the
year 2010-11

Sir,

Please find enclosed herewith a copy of separate Audit Report on the accounts of
Pt. D.P.Mishra-IIIT, DM, Jabalpur for the year 2010-11. It may please be noted that the
Management Letter is not to be placed before the Parliament.

The date of placement of the above Report before both Houses of Parliament may
please be intimated.

Encl:-
1. Separate Audit Report
2. Management Letter

Yours faithfully,

Dy. Accountant General/IC-I

DR (PBA)
AD/ 5-12-11

1976
07-12-11

**Separate Audit Report of the Comptroller & Auditor General of India on the accounts of
Pt. D.P. Mishra-IIIT, DM, Jabalpur for the year ended 31 March 2011**

We have audited the attached Balance Sheet of Pandit Dwarka Prasad Mishra, Indian Institute of Information Technology, Design and Manufacturing (PDPM-IIIT, DM), Jabalpur as at 31 March 2011 and the Income & Expenditure Account/Receipt & Payment Account for the year ended on that date under Section 20 (1) of the Comptroller & Auditor General's (Duties, Powers & Conditions of Service) Act, 1971. The Audit has been entrusted for the period up to 2013-14. These financial statements are the responsibility of the Institute. Our responsibility is to express an opinion on these financial statements based on our audit.

2. This Separate Audit Report contains the comments of the Comptroller & Auditor General of India (CAG) on the accounting treatment only with regard to classification, conformity with the best accounting practices, accounting standards and disclosure norms, etc. Audit observations on financial transactions with regard to compliance with the Law, Rules & Regulations (Propriety and Regularity) and efficiency-cum-performance aspects etc. if any, are reported through Inspection Reports/ CAG's Audit Reports separately.

3. We have conducted our audit in accordance with auditing standards generally accepted in India. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatements. An audit includes examining, on a test basis, evidences supporting the amounts and disclosure in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall presentation of financial statements. We believe that our audit provides a reasonable basis for our opinion.

4. Based on our audit, we report that:

- (i) We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purpose of our audit;
- (ii) The Balance Sheet and Income & Expenditure Account/Receipts & Payment Account dealt with by this report have been drawn up in the format approved by the Ministry of Finance.
- (iii) In our opinion, proper books of accounts and other relevant records have been maintained by the Institute in so far as it appears from our examination of such books.
- (iv) We further report that: -

A. Balance Sheet

1. Liabilities

1.1 Liabilities for retirement benefits

A provision for retirement benefits like gratuity and leave encashment is required to be made every year on the basis of its valuation by an actuary. The balance sheet revealed that no provision regarding aforesaid retirement benefits was made by the Institute during 2010-11.

1.2 Understatement of Earmarked funds and Liabilities due to transfer of interest from investment of earmarked fund to Income and Expenditure Account.

As per disclosure in the significant accounting policies annexed to the Balance Sheet, income on earmarked investment is required to be added to respective earmarked funds. Interest earned during the year Rs. 51,593/- was not found to have been added to the respective earmarked fund. This has resulted in understatement of earmarked funds and liabilities to that extent.

1.3 Non provision of Audit fees – Rs. 65,400/-

No provision for audit fees was made for the year 2010-11. Audit fees amounting to Rs. 65,400/- pertaining to 2010-11 was paid during the next financial year resulting in understatement of liabilities to that extent.

2. Assets

2.1 Understatement of Assets by Rs. 4.43 lakh

The work of construction of shed for extension of Temporary class room was completed on 24.01.11 and an expenditure of Rs. 12,13,604/- was incurred on it. Out of the total expenditure incurred, Rs. 7,70,739/- only has been shown in the schedule-8 Fixed assets and balance amount of Rs. 4,42,865/- (12,13,604 - 7,70,739) has not been shown under Fixed Assets though the building was completed and found to be utilized. This resulted in understatement of Assets by Rs. 4.43 lakh.

2.2 Understatement of fixed Assets by Rs. 20.00 crore.

Fixed assets in course of construction should be shown against 'Capital –Work- in Progress' head till they are ready for their intended use. Despite the fact that the works had been completed and put to use, the following works have been depicted under Capital Work in Progress (CWIP) in schedule 8 (Fixed Assets) resulting in understatement of Fixed Assets and overstatement of CWIP.

Sl	Particulars of Assets	Date of Completion as per completion certificate	Amount (Rs.)
1	Hall of Residence (d)	30-08-10	12,29,64,265
2	Core Lab Complex©	22-05-09	7,13,47,438
3	HT Line (a)	15-02-10	1,12,64,426
		Total	20,55,76,129
	(-) Depreciation on above assets		(-)56,51,113
	Total		19,99,25,016

2.3 Overstatement of fixed assets and understatement of expenditure by Rs.56.51 lakh

Depreciation is required to be charged from the date of use of assets. The date of completion of assets is to be treated as the date of assets put to use and the depreciation is required to be charged on completed item of work from the date of its use.

The details of completed items of works and from the date of its use are cited below: -

S. No.	Name of Assets	Date of completion	Value of Assets	Depreciation rate & period	Value of Depreciation
1	Hall of Residence (d)	30-08-10	12,29,64,625	2% (10-11)	24,59,292
2	Core Lab complex ©	22-05-09	7,13,47,438	2% (09-10) (10-11)	14,26,948 14,26,948
3	HT Line (q)	15-02-10	1,12,64,426	1% (09-10) 2% (10-11)	1,12,644 2,25,288
Total					56,51,120

But, neither the value of assets has been capitalized nor depreciation has been charged. This has resulted in overstatement of assets and understatement of expenditure by Rs.56.51 lakh.

B. General

1. Non-disclosure of financial impact in connection with change of rate of depreciation.

Change in depreciation method should be treated as change in accounting policy and therefore as per AS-5, its effect should be quantified and disclosed. It was observed that during the previous year the rate of depreciation had been charged on fixed assets at the flat rate of 12.76 % and 12.77% but during the current year, the rate of depreciation has been charged at different rates as shown in the significant accounting policy but the financial impact of the change in consistent policy was not found to have been disclosed.

Effect of Audit Comments on Accounts

The net impact of the comments given in the preceding paras is that the Assets were overstated by Rs. 52.08 lakh; liabilities were understated by Rs. 1.17 lakh and expenditure was understated by Rs. 56.51 lakh.

C Grant in aid

During the year, the Institute received grant-in-aid amounting to Rs. 45.00 crore. (Rs. 15.00 crore was received in March-2011). The Institute had an unspent amount of grant-in-aid of Rs. 1.13 crore of previous year. Thus out of the total available grant-in-aid of Rs.46.13 crore, the Institute could utilize a sum of Rs. 45.69 crore leaving a balance of Rs. 0.44 crore as unutilised grant-in-aid as on 31.03.2011.

D Management Letter

Deficiencies which have not been included in the Audit Report have been brought to the notice of the management of the PDPM-IIT, DM, Jabalpur through a management letter issued separately for remedial /corrective action.

(v) Subject to our observations in the preceding paragraphs, we report that the Balance Sheet and Income & Expenditure Account/Receipt & Payment Account dealt with by this report are in agreement with the books of accounts.

(vi) In our opinion and to the best of our information and according to the explanations given to us, the said financial statements read together with the Accounting Policies and Notes on Accounts and subject to the significant matters stated above and other matters mentioned in Annexure to this audit report give a true and fair view in conformity with accounting principles generally accepted in India:

(a) In so far as it relates to the Balance Sheet, of the state of affairs of the Pt. D.P. Mishra IIT, DM, Jabalpur as at 31 March 2011; and

(b) In so far as it relates to Income & Expenditure Account of the deficit for the year ended on that date.

Place: Gwalior

Dated: 30.11.2011

For and on behalf of the C&AG of India

Principal Accountant General (C&CA)
M.P., Gwalior

Annexure

1. Adequacy of Internal Control System.

The Institute is yet to frame its own rules & byelaws as required under its memorandum of Association. No rules have been framed/adopted for maintenance of files, procedure for Departmental promotion committee and procedure for assets maintenance. This led to inadequate internal control system.

2. Adequacy of Internal Audit System.

The system of pre audit of all transactions is being followed in the Institute. All files are routed through the Internal Auditor. However, the Institute has not prepared its Internal Audit Manual, therefore the methodology and effectiveness of the internal Audit wing could not be ascertained during Audit. Non-preparation of the Internal Audit Manual led to inadequate Internal Audit System.

3. System of Physical Verification of Assets.

As per GFR rules 190(2), Assets Register is required to be maintained in form 40 of GFR. Register of fixed Assets Register has not been maintained in form 40. Physical verification of assets had not been conducted during the year.

4. System of Physical Verification of Inventories.

Physical verification of inventories has not been conducted during the year.

5. Regularity in payment of statutory dues.

No irregularity has been noticed.


Sr. Audit Officer/SAR

**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL
(CIVIL & COMMERCIAL AUDIT)
MADHYA PRADESH, GWALIOR**

No. OAD-2/ SAR/PDPM IIITDM/2010-11/ 183

Date: - 30.11.11

To,

The Director,
Pandit Dwarika Prasad Mishra Indian Institute of
Information Technology, Design & Manufacturing
Dumna Road, PO- Khamaria,
Jabalpur-482005

Subject: - Management letter regarding deficiencies noticed in accounting records/System /Internal Controls etc.

Sir,

The annual accounts of the Pandit Dwarika Prasad Mishra Indian Institute of Information Technology, Design & Manufacturing, Jabalpur for the year 2010-11 were audited and the Audit Report issued thereon.

During the course of audit, following deficiencies were noticed. These are being brought to your notice for corrective and remedial action.

1. Non maintenance of Liabilities Statement & Liabilities Register

As per provision laid down in GFR-53, liabilities statement in Form GFR-6A and liabilities Register in Form GFR-6 is required to be maintained. Above provision was not followed by the Institute.

Yours faithfully,


Dy. Accountant General (IC-I)

FC/2012:01:07	Any Other Item
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