

Agenda & Notes

2008-09: 2nd Meeting *of the* **Finance Committee**

Venue of the Meeting

Office of the Secretary, Ministry of Textiles,
Udyog Bhawan, New Delhi

Date and Time of the Meeting

November 07, 2008 at 14.30 Hrs



PDPM
Indian Institute of Information Technology, Design
and Manufacturing Jabalpur

Agenda & Agenda Notes

for

the 2nd Meeting of the Finance Committee, 2008-09

to be held on November, 07, 2008

in the office of the

Chairman, Board of Governors

Udyog Bhawan, New Delhi

AGENDA

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FC/2008-09: 02.01 Overview Report of the Director

Progress of the Existing Construction Works:

Core Labs Complex:

About 90% of the work has been completed. The remaining work shall be completed by the end of November 2008. We expect the building to be functional by January 2009.

Single-Seated Hall of Residence I:

Due to various reasons, not entirely under the control of the Institute, the work has remained slow from the beginning. At this stage ~ 65% work has been completed. Efforts are being made to ensure that three out of six wings of the hostel are completed by December 2008. The entire work shall be completed within this financial year.

Service Block:

This work has been completed.

Campus Wall:

Except three patches of ~ 200 meters in length, which have been left due to the reasons of providing transport and easy excess to construction material, the campus wall has been completed. Remaining segments also shall be completed soon after the utility of transporting the building material from them is over.

Peripheral Road:

Out of a total length of ~ 9 kms, of the peripheral road, the construction of 4.8 kms of road was undertaken. This much portion of the peripheral road has been completed.

Services:

Independent High Tension Electrical Line:

Approval for bringing an independent 33 kVA line for the campus has been obtained from the MPEB Head Quarters. As per agreement, bringing the HT line would require (i) bringing the double feeder line from Gora Bazar to Sita Pahad over a distance of 9 kms, (ii) laying of complete HT Line from Sita Pahad to the campus over a distance of ~ 2.5 kms and (iii) shifting of overhead HT Line going to the Dumna Airport and passing over a portion of the campus. At present the work of laying of the complete HT line from Sita Pahad to the campus is going on and is likely to be completed within a month.

Sewage Treatment Plant:

The Campus Advisory Committee deliberated over the requirement during the course of several meetings which were held to work out Institute's philosophy on this issue.

As per agreement with , it was decided that the Institute shall treat its sewage in a package type pollution free, odor free and environmental friendly manner

The treated sewage water shall be (i) recycled for flushing purposes and (ii) used for catering horticulture requirements,

The sewage treatment plants shall be separate for the hostel and residential zones. The STP to be installed at present in the hostel zone shall be of the capacity of treating 150 cubic meter sewage per day.

In view of these requirements: 10 agencies were called to the Institute to make presentations before the Campus Advisory Committee. After this exercise four agencies namely (i) M/s Ion Exchange India Ltd, (ii) M/s Thermax Ltd, (iii) M/s Wockoliver Ltd and (iv) M/s UEM India Ltd were shortlisted for giving their technical and financial bids. After their presentation, the Committee recommended the award of the STP to Wockoliver.

The Academic and the Non-Academic Staff:

Posts sanctioned for the Institute in 2005 are given in **Annexure 1**. However, all the positions of the non-academic staff were not filled due to the following reasons:

1. Getting good-quality applications for the faculty positions is not easy. The faculty positions filled up till now, along with the qualifications and specialization are given in **Annexure 2**. The Institute plans to hold next Selection Committee for the faculty positions in December 2008.
2. The land for the Institute campus could be allotted only one-and half year after its inception. IT Bhawan, JEC Jabalpur, the current premise from where the Institute has been running has a very limited space. In fact, the Institute was forced to go for the temporary construction for creating the required space for additional class rooms, labs, workshop and faculty offices. Due to the lack of space, the Institute was forced to admit much smaller batches than its sanctioned strength.
3. Not all positions of the non-academic staff were filled due to (i) posts sanctioned being not immediately required for and (ii) inadequate space for making various non-academic staff sit in the presently available space.
4. The Institute is now slated to run from its own campus at Dumna Road from January 2009. Conversion of unfilled posts to the posts required by the Institute at equivalent grades was done in the last meeting of the Board held on July 07, 2008. The steps to fill these posts have already been taken. All the unfilled posts are likely to be filled by December 2008.

The document stating the rationale for different positions of the non-academic staff needed by the Institute was presented in the last meeting of the Board. The non-academic staff is divided into the categories of (i) the Technical Staff and (ii) the Ministerial Staff.

Since IIITDM Jabalpur has the emphasis on Design and Manufacturing besides IT, it has three branches namely (i) Computer Science & Engineering, (ii) Electronics & Communication Engineering and (iii) Mechanical Engineering. Due to the presence of Mechanical Engineering also, the nature of laboratories needed in the Institute, equipments required therein and the need for the Technical Staff for the Institute is different than that of other IIITs namely that at Allahabad and Gwalior. These requirements have been very carefully worked out by the Institute and to cut them down further is very difficult.

At present, the Institute has four batches of undergraduate students and also M Tech, M Des and PhD students. This implies that in spite of lesser number of students presently registered in the Institute, it has to carry out the teaching like in a full-fledged institute by offering courses to all four years undergraduate students as well as postgraduate students. "**The Capacity Building Stage**" as well as "**The Capacity Expansion Stage**" to take care of CEI Act 2006 are to be therefore carried out simultaneously by the Institute. Guidelines for sanctioning of additional number of posts take care of capacity expansion in the Institutes which are already well-established and need incremental space and staff to meet the requirements. These guidelines do not take care of requirements of a new Institute such as PDPM IIITDM Jabalpur and also new IITs and IISERs. IIITDM Jabalpur therefore requires a different treatment in this regard than that given to existing IITs, IIITs and NITs. The posts required by the Institute and those which are to be approved by the existing guidelines are given in **Annexure 3**. The Finance Committee is apprised that the Institute is already in touch with the MHRD regarding the sanctioning of additional number of posts.

Audit of Institute Accounts:

Due to other commitments, the AG(MP), Gwalior sent its team to the Institute only in the first week of November 2008. Institute hopes to complete the entire exercise of External Audit by mid December 2009.

Annexure 1

Faculty and Non Faculty Posts Sanctioned in 2005

Faculty Positions

Professors	Rs 18,400 – Rs 22,400	5
Associate Professors	Rs 16,400 – Rs 20,000	8
Assistant Professors	Rs 12,000 – Rs 18,000	13
Research Engineers	Rs 8,000 – Rs 13,500	4
Total		30

Non-Faculty Positions

Deputy Registrar	Rs 12,000 – Rs 18,000	1
Assistant Registrar	Rs 8,000 – Rs 13,500	1
Finance Officer	Rs 12,000 – Rs 18,000	1
Assistant Finance Officer	Rs 8,000 – Rs 13,500	1
Deputy Accounts Assistant	Rs 4,000 – Rs 6,000	1
Senior Steno	Rs 5,000 – Rs 8,000	1
Caretaker	Rs 4,000 – Rs 6,000	1
Junior Steno	Rs 4,000 – Rs 6,000	2
UDC	Rs 4,000 – Rs 6,000	2
LDC	Rs 3,050 – Rs 4,500	4
Programmer	Rs 6,500 – Rs 10,500	1
Data Processing Assistant Grade 'A'	Rs 5,500 – Rs 9,000	2
Data Entry Operator Grade 'B'	Rs 4,500 – Rs 7,000	2
Sr Information Assistant	Rs 4,000 – Rs 6,000	1
Technical Assistant	Rs 4,000 – Rs 6,000	2
Lab Assistant	Rs 3,200 – Rs 4,900	4
Driver (LDC)	Rs 3,050 – Rs 4,500	2
Total		29

Annexure 2

Current Status of Faculty Members at IIITDM Jabalpur
(October 7, 2008)

PROFESSORS			
S No	Name	Professional Details	Areas of Interest & Specialization
1	Prof Sanjeev Bhargava	PhD from IIT Kanpur, working experience in Germany, formerly Professor, Dean of Students and Head of the Department at IIT Kanpur	Materials based Advanced Manufacturing Processes, Optimization of Processing Parameters in Powder based Manufacturing, Titanium Alloys, Superalloys, Intermetallics and other High Temperature Materials.
2	Prof Aparajita Ojha	PhD from RDVV Jabalpur, Former Professor at RDVV Jabalpur	Geometric Modeling, Computer Aided Geometric Design, Finite Elements, Spline Theory, Approximation Theory, Wavelet Analysis, Reconstruction of signals
3	Prof Amit Ray	PhD from University of Georgia, USA, Former Professor at IIT Kanpur	Art and Design, Environmental Ethics, Environmental Design, Design and Aesthetics, Product Design
4	Prof M Adhikari	Former Professor at RDVV Jabalpur	Modern British Fiction (WS Maugham and others) from the angle of post colonialism, Feminism, Eco-criticism, New Historicism
5	Prof RS Tomar*	PhD from IIT Kanpur, experience of > 20 years of working in Canada and US	Electro-magnetic Theory, Wireless Communication
ASSOCIATE PROFESSORS			
S No	Name	Professional Details	Areas of Interest & Specialization
1	Dr Puneet Tandon	PhD from IIT Kanpur, formerly a faculty member at NIT Kurukshetra	Geometric Modeling for Design, Engineering & Manufacturing; Conceptual Design, Product Innovation, Design and Development; Mechatronics; Rapid Prototyping & Tooling, Reverse Engineering, NC programming; Tool Design etc.
2	Dr Tanuja Sheorey	PhD from IIT Kanpur, formerly a faculty member at Government Engineering College Jabalpur.	Algorithm development and numerical analysis, Mathematical modeling of flow through porous media; Domain decomposition and Parallel computation, Exhaust emission control from automobiles.
3	Dr Vijay Kumar Gupta	PhD from IIT Bombay, formerly a faculty member at	Smart Structures, Machine Design, Finite Element Methods

		Kota Engineering College	
ASSISTANT PROFESSORS			
S No	Name	Professional Details	Areas of Interest & Specialization
1	Dr Prittee Khanna	PhD from Kurukshetra University	Computer Graphics, Geometric Modeling, Computer Aided Design, Computational Geometry, Haptic Modeling, Biometrics, Data Structures, DBMS.
2	Dr Subir Singh Lamba	PhD from IIT Kanpur	Parallel Computing, Computational Fluid Dynamics, Hyperbolic IBVP, Spectral Methods.
3	Dr Mukesh Kumar Roy	PhD from IIT Kanpur	Formation and characterization of magnetic nano particles; magnetic multilayer; (iii) immiscible magnetic alloys, Low Cost Science Teaching Methodologies.
4	Dr Prabin Kumar Padhy	PhD from IIT Guwahati	Automatic Controller Tuning, Identification and Control of Processes.
5	Dr M Ravibabu	PhD from IIT Delhi	Material Analysis by Thermal Wave Imaging; Optical Techniques for Non-destructive Measurements; Ultrasonic Imaging; Radiography; Instrumentation for Non-destructive Measurements
6	Dr Chella S Sastry	PhD from IIT Kanpur, Post-Doctoral experience in Canada	Wavelets and Multiresolution Methods, Computerized Tomography in different Data Acquisition Geometries, Information Retrieval, Network Traffic Analysis for Anomaly Detection, Sparsity-Promoting Optimization Techniques, Feature Extraction from Large Image Databases.
7	Dr Bhupendra Gupta	PhD from IIT Kanpur	Random graphs and their applications, Stochastic process, Probability Theory.
8	Dr Sunil Agrawal	PhD from IIT Kanpur	Production and Operations Management, Probability and Statistics, Time series analysis, and Quality control.
VISITING FACULTY			
1	Mr Rajib Kumar Jha	PhD thesis being submitted at IIT Kharagpur	Image Processing, Computer Vision, Pattern Recognition, Signal Processing and Non-linear systems, Stochastic Resonance.
2	Mr M Amarnath	PhD Thesis submitted at IIT	Condition monitoring and fault detection in rotating machinery,

		Madras	Acoustics and vibration analysis, Non-destructive testing
3	Mr Manish K Shrivastava	PhD Thesis being submitted at IIT Bombay	Artificial Intelligence
4	Mr Hemanth Kumar*	PhD Thesis submitted at IIT Madras	Dynamics of moving machinery, Vibration analysis
RESEARCH ENGINEERS			
1	Mr Awadhesh K Singh	Experience of working at IIT Kaharagpur	Mechatronics, Design of MEMS Devices
2	Mr Sachin Kumar Jain	Experience of working with NTPC	Power Electronics
3	Mr KK Soundarpandian	Experience of working at IIT Kanpur	Electronics & Communication, Instrumentation, Embedded Programming, Mechatronics

Non-Academic Ministerial / Technical Staff Positions Required in 2008-09

Sl No	Name of the Post	Posts sanctioned/ converted	Total No. of Posts required up to 2008-09	Additional Posts to be Sanctioned in 2008-09	Scale of Pay	Nature of Work and Justification of Post
Group A Officers and other Ministerial Posts						
1	Deputy Registrar	02	03	01	Rs 12000-18300	One for Academic Activities (teaching), One for Administrative and One for Finance & Accounts
2	Assistant Registrar	01	01	Nil	Rs 8000-13500	To discharge duties assigned by Dy. Registrar
3	Programmers	01	01	Nil	Rs 6500-10500	All computer programming related work included Hardware & Software management.
4	Jr Superintendent	01	01	Nil	Rs 5500-9000	To discharge duties assigned by Dy. Registrar/ Assistant Registrar/Superintendent
5	Senior Steno	01	01	Nil	Rs 5000-8000	} Dictation/Drafting & other correspondence related work
6	Jr. Steno	01	01	Nil	Rs 4000-6000	
7	Security Officer	Nil	01	01	Rs 8000-13500	Posts have their evident scope of work on the campus related security majors
8	Superintendent	Nil	01	01	Rs 6500-10500	To discharge duties assigned by Dy. Registrar/ Assistant Registrar
9	Prof Assistant	Nil	01	01	Rs 5500-9000	} All Library work
10	Jr Prof Assistant	Nil	01	01	Rs 4500-7000	
11	UDC	03	04	01	Rs 4500-7000	} Ministerial Staff attached to different department for discharging day-to-day office work
12	LDC	06	07	01	Rs 3200-4900	

Group A Officers and other Technical Posts						
Sl No	Name of Post	Post sanctioned/ converted	Total No. of Posts required up to 2008-09	Additional Posts to be Sanctioned in 2008-09	Scale of Pay	Nature of Work and Justification of Post
13	Assistant Executive Engineer	Nil	01	01	Rs 8000-13500	These posts are required to maintain the Civil, Electrical, Water Supply and maintenance work of all kinds for smooth running of the institute
14	Assistant Engineer	01	02	01	Rs 6,500-10500	
15	Junior Engineer	01	02	01	Rs 5500-9000	
16	Technical Assistants	04	07	03	Rs 5500-9000	Technical staff required to run and manage laboratories experiments and related duties
17	Lab Assistants	04	06	02	Rs 4500-7000	
18	Mechanic Grade-A	02	02	Nil	Rs 4500-7000	
19	Mechanic Grade-B	Nil	02	02	Rs 3200-4900	
20	Senior Information Assistant	01	01	Nil	Rs 4000-6000	For Secretarial work relating to the technical division and for maintaining, upkeeping and replacement /repairs of systems
21	Data Entry Operator	Nil	01	01	Rs 4500-7000	
Total		29	47	18		

**FC/2008-09: 02.02 Confirmation of the Minutes of the FC/2008-09: 1st Meeting
Held on July 22nd, 2008**

Minutes of the Finance Committee Meeting # FC/2008-09:02 held on 22nd July, 2008 at Shastri Bhawan, New Delhi were circulated to the members. These Minutes, approved by the Chairman, are attached as **Annexure 4**. The Finance Committee is requested to confirm the same.

*Minutes of the
Meeting of the Finance Committee, 2008-09
Held on July 22, 2008*

Members Present:

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| 1. Mr. S. K. Singh | Chairman |
| 2. Mr. S. K. Singh, Secretary | Member |
| 3. Mr. S. K. Singh, Member | Member |
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| 100. Mr. S. K. Singh, Member | Member |

Members Absent:

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| 1. Mr. S. K. Singh | Member |
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At the call of the Chair, the Chair suggested that Shri S. K. Singh, Secretary, Ministry of Finance, had been chosen by the Ministry of HRD to take charge as the new Chairman of the Board of Governors and the Finance Committee of the Institute. He has not been able to come due to certain personal commitments. The current meeting had been adjourned. The Finance Committee of the Institute decided to be adjourned and the last reported meeting of the Board through the Finance Committee.

The Finance Committee expressed its gratitude to the outgoing Chairman, Shri S. K. Singh, Secretary, Ministry of Finance, and other members of the Finance Committee. The Finance Committee decided to be adjourned and the last reported meeting of the Board through the Finance Committee.

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**Indian Institute of Information Technology,
Design & Manufacturing Jabalpur**

**Minutes of the
Meeting of the Finance Committee, 2008-09**

Held on July 22, 2008

Members Present:

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|----------------------------------------------------------------------------|----------------------|
| 1) Mr SK Ray
Joint Secretary and Financial Advisor
MHRD, New Delhi | Acting Chairman |
| 2) Prof Sanjeev Bhargava
Director, PDPM IITDM, Jabalpur | Member |
| 3) Prof Manoj K Harbola
IIT Kanpur
Board Member and Nominee | Member |
| 4) Ms Alice Chacko
Under Secretary to Govt. of India
MHRD, New Delhi | MHRD Nominee, Member |
| 5) Mr S Mohan
Deputy Under Secretary (Finance)
MHRD, New Delhi | Special Invitee |

Leave of Absence:

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| Shri. Anurag Jain,
Secretary, Technical Education
Government of Madhya Pradesh, Bhopal | Member |
|----------------------------------------------------------------------------------------------|--------|

At the outset of the meeting, the Director informed that though Shri. A K Singh, Secretary, Ministry of Textile, had been chosen by the Ministry of HRD to take charge as the new Chairman of the Board of Governors and the Finance Committee of the Institute, he has not been able to join due to certain procedural formalities. The current meeting had been planned because Annual Accounts of the Institute needed to be audited and this fact required their adoption by the Board through the Finance Committee.

The Finance Committee expressed its gratitude to the outgoing Chairman, Shri Sudeep Banerjee, and other members and resolved that the services rendered by Shri Sudeep Banerjee towards the development of the Institute, as its founder Chairman, shall always be a source of inspiration for the Institute and shall be remembered for years to come.

The Director also informed that the Board in its meeting held on July 7, 2008 resolved that Prof Manoj Harbola and Shri Anurag Jain will be the nominees of the Board in the Finance Committee of the Institute.

In the absence of the Chairman, the Director suggested that Shri SK Ray, Joint Secretary and Financial Advisor in MHRD chair the meeting convened. This was unanimously accepted by all the members. The meeting began with the permission of the Chair.

FC/2008-09: 01.01 Overview Report of the Director

Overview Report of the Director was presented. As it was not separately mentioned, the members enquired about the progress of the campus construction activities. The Director informed the Committee that the construction of the Service Block was completed, the construction of the Core Labs Complex was expected to be completed in ~ 2 months and the construction of the Hall of Residence 1 was expected to be completed in ~ 6 months time. The Institute had also done the basic ground work for starting the construction of next set of buildings, namely (1) the triple seated Hall of Residence of the capacity of ~ 500 students, (2) the Students Activity Center, (3) the Lecture Halls & Class Rooms Complex (LHCRC) and (4) the Convocation Hall. The Director also informed that the Preliminary Estimates of these buildings were to be put up before the Buildings & Works Committee (B&WC) in its next meeting and recommendations of the B&WC shall be brought to the Finance Committee shortly. The Finance Committee noted these developments and expressed satisfaction on the progress made. Comments on other parts of the Director's Overview Report are given below:

A. ACADEMICS

- **Strength of Faculty Members in the Institute:**

The Finance Committee took note of the present strength of the faculty members and those who had been recently selected in the previous round of the Selection Committee. Member expressed happiness on the academic background, quality and research potential of the selected candidates. In spite of these favourable developments, the issue of the difficulties faced by the Institute in attracting suitable faculty in (i) Computer science & Engineering and (ii) Electronics & Communication Engineering, due to which few courses could not be offered and were postponed to subsequent semester by exchanging them with other professional courses, was brought to light. Members took a note of the problem and expressed their concern.

FC 2008-09: 01.02 Confirmation of the Minutes of the Meeting held on November 20, 2007

Minutes of the Finance Committee meeting # FC 2007-08: 02, held on November 20, 2007 at Shastri Bhawan, New Delhi was confirmed. These minutes are attached as **Annexure 1**.

FC/2008-09: 01.03 The Audit Report 2006-07 from AG(MP) Gwalior

The Audit Report from AG(MP) Gwalior was discussed and its recommendations were noted. The Finance Committee accepted the Audit Certificate and the Audit Report 2006-07 from AG (MP) Gwalior and recommended the same to the Board for its adoption.

While going through the recommendation of the AG (MP) Gwalior that the depreciation of assets be kept in mind while preparing the Annual Accounts of the Institute, the Institute drew the attention of the members of an earlier circular by the MHRD, issued for IITs, not to do so. At this juncture, Mr S Mohan pointed out that depreciation on fixed assets needs to be provided which is one of the requirements, if the accounts are prepared on accrual system of accounting. He also informed that most of the technical institutes including IITs are now providing depreciation in their books. The Institute was accordingly advised to switch over to accrual system of accounting at the earliest.

FC 2008-09: 01.04 Consideration of Annual Accounts of 2007-08

It was pointed out the income from student fee, shown in Schedule-14 (Fees/Subscriptions), was less than that of the previous year. Director explained that since the Institute has adopted the accrual system of accounting, the income from the semester fee account for the year 2007-08 was proportionately taken up to March and beyond March. In the previous year, i.e. in 2006-07, the same was not properly mentioned.

After some discussion and deliberations, the Finance Committee accepted the Annual Accounts of the Institute for the year 2007-08 and recommended the same to the Board for adoption.

FC 2008-09: 01.05 Consideration of Budget Estimates of 2008-09

After minor discussions and deliberations, the Finance Committee accepted the Budget Estimates of 2008-09 and recommended the same to the board for Adoption.

It was pointed out that the requirements of funds in 2008-09, as projected by the Institute for undertaking the construction of all the four buildings, i.e. the triple-seated Hall of Residence, the Students Activity Center, the Lecture Halls and Class Rooms Complex (LHCRC) and the Convocation Hall might not be available as per the existing budget allocation by the Ministry. The Institute was advised to prioritize to take appropriate decisions in this regard.

FC 2008-09: 01.06 - Leased Accommodation Facility to be provided by the Institute as a Special Measure for its Growth and Smooth Functioning during its Incubation Period

Recommendations of the Internal Committee were presented by the Director. The Committee took note of the recommendations of the Internal Committee on the Leased Accommodation Facility. After a detailed discussion on various aspects related to it and keeping in mind the difficulties being faced in attracting good faculty to the Institute in the absence of such mechanisms, the Committee decided to have the following:

- a) For senior faculties and emeritus fellows the Institute can lease houses having monthly rent not exceeding Rupees Seven thousand.
- b) For other faculties and 'A' Class officers the Institute can lease houses having monthly rent not exceeding Rupees Five thousand.
- c) The number of houses taken on lease should be kept at barest minimum.

The Finance Committee recommended the Leased Accommodation Facility to the Board for its approval.

FC 2008-09: 01.07 Position of Non-Academic Staff required during next five years

The proposal of the Institute regarding requirements of the non-academic staff, which was worked out as per earlier understanding regarding the appointment of faculty and non-academic staff as per ratios of Students: Faculty as 10:1 and Faculty: Non-Academic Staff as 1:1.5, was presented by the Director. After the proposal was presented, the Acting Chairman informed the Committee as per recent guidelines of the Ministry, issued in consultation with Ministry of Finance requires that these ratios be kept at 12:1 and 1:1.1 respectively. F.C. recommended that a detailed proposal as per the above norms be forwarded to the Ministry for approval and creation of necessary posts.

The requirements presented by the Institute were approved. The Acting Chairman informed the Committee that in view of the circular issued by Ministry, a detailed proposal be forwarded to the Ministry for approval and creation of necessary of posts.

FC 2008-09: 01.08 Providing TA/DA to PG Students for Attending National/ International Conferences and other Events

The proposal for giving TA/DA to PG students for attending National/International conferences and other similar events was presented by the Director along with the practices followed in IIT Madras, IIT Delhi and IIT Kanpur. The Committee took note of the proposal and decided to recommend the same to the Board for its approval.

CONSTRUCTION ACTIVITIES OF THE INSTITUTE

The Acting Chairman raised the issue of delay in achieving the target set for shifting the Institute to its new campus. He opined that the Institute should shift its academic activities to the new campus in the coming semester. The Director explained to the Committee of the various hurdles being faced by the Institute in this regards. He also informed the Committee of the steps taken by the Institute. The Committee was appraised of formation of panel of Architects, as desired by the BOG, to speed up the pace of work and achieve parallel processing. The Committee was informed of the work being done by all the Architects on panel. After detailed deliberation on this issue the Committee expressed their concern and opined that despite of the various difficulties being faced by the Institute, all possible efforts should be made to shift the academic activities to the new campus as early as possible.

The Committee also took note of additional space and infrastructure developed by the Institute at IT Bhawan, JEC Campus to meet the space & lab requirements for the coming batch of students of 2008.

There being no other item for discussion the meeting ended with a vote of thanks to the Chair.

Approved

(S.K. RAY)
Actg. Chairman

FC/2008-09: 02.03 Revised Budget Estimates of 2008-09 and Budget
Estimates of 2009-10

Revised Budget Estimates of the Institute during 2008-09 as well as Budget Estimate for 2009-10 are given in **Annexure 5**. The Finance Committee is requested to recommend the same to the Board for their adoption.

PDPM INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, JABALPUR

Statement of Head Wise Expenditures (Plan)

A. Recurring		Account Head	Expenditure as on 19-10-2008	Budget Estimate 2008-09	Revised Budget 2008-2009	Budget Estimates 2009-2010
Sl No.						
a. Salary Component						
1		Pay & Allowances	68.33	246.00	190.00	240.00
		a) Salary & Wages -Contractual Employees	24.43	240.00	190.00	240.00
		b) Salary & Wages -Regular Employees	43.08			
		c) Leave Salary contribution		1.00		
		d) Medical Aid & Staff Welfare	0.82	5.00		
b. Non Salary Component						
2		Student Scholarship	2.76	25.00	8.00	25.00
3		Administrative Expenses	36.97	154.75	100.60	156.00
		a) Office / Miscellaneous Expenses	1.54	10.00	4.00	8.00
		b) Postage Telephone & Communication Charges	5.18	15.00	12.00	15.00
		c) Printing & Stationary	1.22	10.00	5.00	10.00
		d) Advertisement & Publicity	7.72	30.00	20.00	30.00
		e) Rent Rate & Taxes	2.16	8.00	5.00	6.00
		f) Repair & Maintenance	0.68	10.00	3.00	8.00
		g) Travelling & Conveyance	9.72	30.00	18.00	30.00
		h) Honorarium	2.31	15.00	10.00	15.00
		i) Hospitality Expenses	0.43	6.00	4.00	5.00
		j) Insurance and Bank Charges	0.17	1.00	0.50	1.00
		k) Book Grant to Faculties	0.04	4.00	3.00	4.00
		l) News Paper & Periodicals	0.15	0.75	0.10	0.75
		m) Consumables	1.01	6.00	3.00	8.00
		n) Work Shop/ Seminar Expenses	1.14	6.00	6.00	6.00
		o) Professional Charges	1.50	3.00	3.00	3.25
		p) Membership Charges	2.00		4.00	6.00

Sl No.	Account Head	Expenditure as on 19-10-2008	Budget Estimate 2008-09	Revised Budget 2008-2009	Budget Estimates 2009-2010
4	Departmental Operating Expenses	1.58	5.00	4.00	6.00
5	Library Services		85.00*		
6	Computer Consumables	0.20	5.00	2.00	5.00
7	Student Support Services	0.10	10.00	2.00	10.00
8	Hiring of Hostel/ Hall Subsidy	6.54	25.00	15.00	15.00
9	Transport Facility	2.57	15.00	8.00	15.00
10	Health Facility (Students)	0.49	2.00	2.00	2.00
11	Water & Electricity Charges	7.52	25.00	25.00	30.00
12	House Keeping & Maintenance	5.99	20.00	20.00	35.00
	Total (Recurring)	133.05	617.75	376.60	539.00

* Budget amount shifted from recurring (Library Services) to non-recurring (Fixed Asset)

PDPM

Indian Institute of Information Technology, Design And Manufacturing, Jabalpur

B. Non Recurring

Sl. No.	Particulars	Expenditure as on 19-10-2008	Budget Estimate 2008-09		Revised Budget 2008-09		Budget Estimate 2009-10	
			On-going Work	New Construction	On-going Work	New Construction	On-going Work	New Construction
	Construction, Renovation and Development works of the Institute							
A	Present Campus							
	Addition/Alteration & Renovation works (Civil + Electrical Works)	1.27	1.00		1.50			
B	New Campus							
1	Students Hostels	445.06	779.40	500.00	779.40	330.00	1600.00	
1.1	Hall of Residence 1 (SH: Civil & Electrical)	445.06	779.40					
1.2	Triple Seated Hall of Residence 1 (TSH1) (SH: Civil & Electrical)			400.00		320.00	1230.00	
1.3	Girls Hostel Phase1			100.00		10.00	370.00	
2.0	Core/ Research/ Design Studio (Labs of Electronics, Computer Science, Mechanical Engineering)	219.76	367.52	25.35	347.52	43.35		250.00
2.1	Core Lab Complex (SH: Civil & Electrical)	219.76	367.52	25.35	347.52	25.35 18.00		250.00
2.2	HVAC							
2.3	Workshop							
2.4	Design Studio (Phase I)							
3.0	Lecture Hall & Tutorial Complex			350.00		300.00	1500.00	360.00
3.1	LH & TC (SH: Civil & Electrical)							360.00
3.2	LH & TC (SH: Low side of HVAC)							
4.0	Service Block	11.00	17.00					
5.0	Library & Computer Center		25.00					25.00
6.0	Mess & Dining Hall 1			250.00		100.00	150.00	

Sl. No.	Particulars	Expenditure as on 19-10-2008	Budget Estimate 2008-09		Revised Budget 2008-09		Budget Estimate 2009-10	
			On-going Work	New Construction	On-going Work	New Construction	On-going Work	New Construction
7.0	Students Activity Center			100.00		100.00	250.00	
8.0	Convocation & Convention Hall							
	C & CH (SH: Civil & Electrical)			200.00		75.00	350.00	120.00
	C & CH (SH: Low side of HVAC)			200.00		75.00	350.00	120.00
9.0	Security Barrack 1			25.00		25.00		
10.0	Site Development Works	27.75	147.00	285.00	81.00	253.00	270.00	0.00
10.1	Over-head/Under-ground water tank			25.00		10.00	15.00	
10.2	External Water Supply (Phase - I)			50.00		20.00	30.00	
10.3	Electrical Sub-Station I (33KVA)			70.00		70.00	90.00	
10.4	External Electrification		45.00		45.00		60.00	
10.5	Sewage Treatment Plant & External Sewage Line	11.00		70.00		70.00		
10.6	Roads, Landscaping & Storm Water Drainage		80.00		30.00		50.00	
10.7	Playground, Courts			10.00		10.00	5.00	
10.8	Electrical Connection & HT line	16.00		50.00		63.00		
10.9	Land Contouring	0.75	1.00		1.00			
10.10	Main Gate Complex & Remaining work of Boundary Wall		21.00	10.00	5.00	10.00	20.00	
11	Library Books & Journals	7.54	100.00		100.00		100.00	
12.0	Equipment & Furniture including Office Equipments, Lab Equipments, computers & Custom/freight Charges	131.00	400.00	0.00	600.00	0.00	400.00	0.00
12.2	Lab Equipment	110.00	300.00		500.00		300.00	
12.3	Furniture	21.00	100.00		100.00		100.00	
12.4	Computers	16.47	150.00		150.00		180.00	
a	Computer Peripherals	6.00	100.00		100.00		120.00	
b	Computer Software	10.47	50.00		50.00		60.00	

Sl. No.	Particulars	Expenditure as on 19-10-2008	Budget Estimate 2008-09		Revised Budget 2008-09		Budget Estimate 2009-10	
			On-going Work	New Construction	On-going Work	New Construction	On-going Work	New Construction
13.0	Furniture & Fixture of Hall 1, Lecture Hall and Classroom Complex (Phase -I), Core Lab		50.00		20.00	50.00	50.00	
14	Vehicle	0.00	5.00					
	Total	859.85	2041.92	1735.35	2079.42	1276.35	4850.00	755.00

Several surveys were conducted in the year 2007-08 to assess the need for hostel accommodation for 1st year students. These surveys revealed that the hostel accommodation from the point of view of 1st year students was not in accordance with the hostel (B) scheme. The cost of construction was estimated at Rs. 15.00 lakhs. It was decided to adjust the cost of construction to a new scheme in view of such findings. The Campus Advisory Committee (CAC) in its 1st meeting held on 19.10.2008, decided to provide hostel accommodation for 1st and 2nd year students of the Institute. It was also decided that senior undergraduate students (1st students of 2nd year and 3rd year) as well as postgraduate students on the other hand, should be provided with the single-seated hostel accommodation. It was also decided that each Hall of Residence should have a Common Mess and Dining Halls should be provided for more than one hostels and their running should be self-sufficient without giving any fund subsidy to students.

The architects were entrusted to give the design of the first three-story Hall of Residence (TSH-1). The design submitted by the architects were critically examined by the Campus Advisory Committee and several revisions to the initial proposed designs were made by the architects.

Based on the designs cleared by the Campus Advisory Committee (CAC), the architects were asked to prepare the Preliminary Estimates of TSH-1 as per CPWD DPAR 2007. These estimates amount to Rs. 15.00 lakhs. The following Table 1 summarizes some of the key features of the design of TSH-1.

Table 1: Some Key Features of TSH-1

Sl. No.	Particulars	Estimated Cost (Rs. Lakhs)
1	The structure of the building	10.00
2	Cost of furniture and fixtures	5.00

FC/2008-09: 02.04

**Recommendations of the 2008 - 09: 1st Meeting of
the Building & Works Committee held on 13th
October, 2008**

**To consider Preliminary Estimates for the Construction of Triple Seated Hall of
Residence (TS1) of Seating Capacity of 498 Students**

[Item No 05 of B&WC/2008-09: 1st Meeting of the B&WC Meeting held on 13/10/08]

Several surveys done in the US as well as in India indicate that triple-seated accommodation to 1st year undergraduate students perhaps gives the most optimal solution from the point of view of (i) using lesser foot print in constructing the hostel, (ii) reducing the cost of construction/student, (iii) giving better opportunities to students to adapt and adjust with the living conditions in a new place etc. In view of such findings, the **Campus Advisory Committee** decided to construct triple-seated accommodation for 1st and 2nd year students of the Institute. It was also decided that senior undergraduate students, i.e. students of 3rd year and, 4th year, as well as postgraduate students, on the other hand, should be provided with the single-seated hostel accommodation. It was also decided that each Hall of Residence should have a Canteen. Messes and Dining Halls should be combined for more than one hostels and their running should be out-sourced without giving any food subsidy to students.

The architects were therefore asked to give the design of the first triple-seated Hall of Residence (TSH1). The designs submitted by the architects were critically examined by the **Campus Advisory Committee** and several revisions to the initially proposed designs were made by the architects.

Based on the designs cleared by the **Campus Advisory Committee** [Annexure 6], the architects were asked to prepare the **Preliminary Estimates** of TSH1 as per **CPWD DPAR 2007**. These estimates amount to Rs 1690 lacs. The following Table 1 summarizes some of the key features of the design of TSH1:

Table 1: Some Key Features of TSH1		
1	The structure of the building	Ground + 3 Floors
2	Total number of triple-seated rooms	166 + 2
3	Total capacity of students	498 + 6
4	Number of students per toilet/bathroom	7-8
5	Common Areas	Office, Wardens Room, Meeting Room, TV Room, Reading Room, TT Room, 4 Stores, 2 Guest Rooms, Hobby Club Room, Canteen, Cycle Parking Space
6	Total Plinth Area	11897.68 sqm
7	Plinth Area/Student	23.6 sqm
8	Plinth Area/Student in Hall of Residence I	28.6 sqm
8	Cost of civil construction including internal electrical works as per PE/sqm	~ Rs 13,080/- sqm
9	Cost of construction including architects fee, labour cess, contingencies, project management cost as per PE/sqm	~ Rs 14,200/- sqm

The Preliminary Estimates for the construction of triple-seated Hall of Residence I (TSH1) having seating capacity of 498 students, prepared on the CPWD DPAR 2007 rates, were discussed by the **Buildings & Works Committee** in its meeting held on October 13, 2008. It was noted that the above cost of the building did not include provisions for the site development, internal roads and paths, horticulture operations and furniture and will be obtained separately.

After considering and discussing the Preliminary Estimates of Triple Seated Hall of Residence (TSH1) at PDPM IIITDM Jabalpur, the B&WC recommended it to the Finance Committee to consider the same and recommend it to the Board of Governors for the Administrative Approval and Expenditure Sanction amounting to Rs 1690 lacs.

The **Finance Committee** is requested to recommend to the **Board of Governors** to consider the Preliminary Estimates of the first triple-seated Hall of Residence (TSH1), amounting to Rs 1690 lacs, and accord the Administrative Approval and Expenditure Sanction for its construction.

To consider Preliminary Estimates for the Construction of the Lecture Halls & Tutorial Rooms Complex

[Item No 06 of B&WC/2008-09: 1st Meeting of the B&WC Meeting held on 13/10/08]

In view of the CEI Act 2007, the increased strength of undergraduate students at the Institute will become ~ 365 per batch from the year 2010. It is also to be noted that being an Institute focused on Design & Manufacturing, the UG curriculum of IIITDM Jabalpur heavily emphasizes on an inter-disciplinary approach for training its students. The curriculum, which has been formulated after a considerable discussion with several professors of IITs, faculty members of IIITDM Jabalpur and also the Japanese professors and experts, has a large number of core courses to be done by the entire batch, i.e. by students of all the three branches of engineering at the Institute.

The **Campus Advisory Committee** considered (a) the class strengths of different courses and (b) the number of lecture halls and class rooms needed to implement its curriculum and proposed the following requirement:

1. One Lecture Hall of a seating capacity of 600.
2. Four Lecture Halls of a seating capacity of 300 each.
3. Four Lecture Halls of a seating capacity of 200 each.
4. Four Lecture Halls of a seating capacity of 120 each.
5. Twenty tutorial rooms of the seating capacity of 60 each.

The architects were given these requirements of the Lecture Halls and Tutorial Rooms Complex. The design submitted by them was discussed by the **Campus Advisory Committee** and useful suggestions were given to the architects for incorporating in the design. After the Concept Plan [Annexure 7] of the architects was finalized, they were asked to prepare its **Preliminary Estimates** as per **CPWD DPAR 2007**.

The Complex has the following key features which are given in Table 2.

Table 2 Some Key Features of the Lecture Halls and Tutorial Rooms Complex		
1	Total number of lecture halls for simultaneously conducting lecture courses	13
2	Total number of tutorial class rooms	20
3	Total number of seating capacity of all the lecture halls	3080
4	Total plinth area of the complex	9711 sqm
5	Cost of civil & electrical construction as per PE/sqm	Rs 20,075/sqm
6	Total cost of civil and electrical construction including special acoustic and energy efficient features, architect's fee, labour cess, contingencies, project management cost as per PE/sqm	Rs 24,805/sqm

Preliminary Estimates for the construction of the proposed Lecture Halls & Tutorial Rooms Complex, prepared on the CPWD DPAR 2007 rates and amounting to Rs.2409 Lacs, were discussed by the **Buildings & Works Committee** along with concept drawings, history, design & scope, specifications in its meeting held on October 13, 2008. It was noted that the above cost of the building did not include provisions for the site development, internal roads and paths, horticulture operations, Low and High Side of HVAC and furniture and had to be obtained separately.

The Preliminary Estimates of the Lecture Halls & Tutorial Rooms Complex at PDPM IIITDM Jabalpur are recommended by the **Buildings & Works Committee** to the Finance Committee to consider and recommend the same to the **Board of Governors** for the Administrative Approval and Expenditure Sanction amounting to Rs 2409 Lacs.

The **Finance Committee** is requested to recommend the Preliminary Estimates of the Lecture Halls and Tutorial Rooms Complex , amounting to Rs 2409 lacs, to the **Board of Governors** for considering and according the Administrative Approval and Expenditure Sanction for its construction.

AREA CALCULATION

GROUND FLOOR AREA = 2496.44 SMT

H.P (Periferial)

$$(A) 76.70 / 2 = 38.35 \times 5 = 191.75 \text{ SMT}$$

H.P (Centre Portion)

$$(B) 196.53 / 2 = 98.26 \text{ SMT}$$

$$(B1) 176.39 / 2 = 88.19 \text{ SMT}$$

FIRST FLOOR AREA = 2995.14 SMT

$$(A) 76.70 / 2 = 38.35 \times 2 = 76.70 \text{ SMT}$$

SECOND FLOOR AREA = 2918.12 SMT

THIRD FLOOR AREA = 2831.24 SMT

STAIR & O.H. TANK
(25.23 X 8)

TOTAL = 11897.68 SMT

O.H. TANK AREA = 25.23 X 4 = 100.92 SMT

GROUND FLOOR 2496.44 SMT

FIRST FLOOR 2995.14 SMT

SECOND FLOOR 2918.12 SMT

THIRD FLOOR 2831.24 SMT

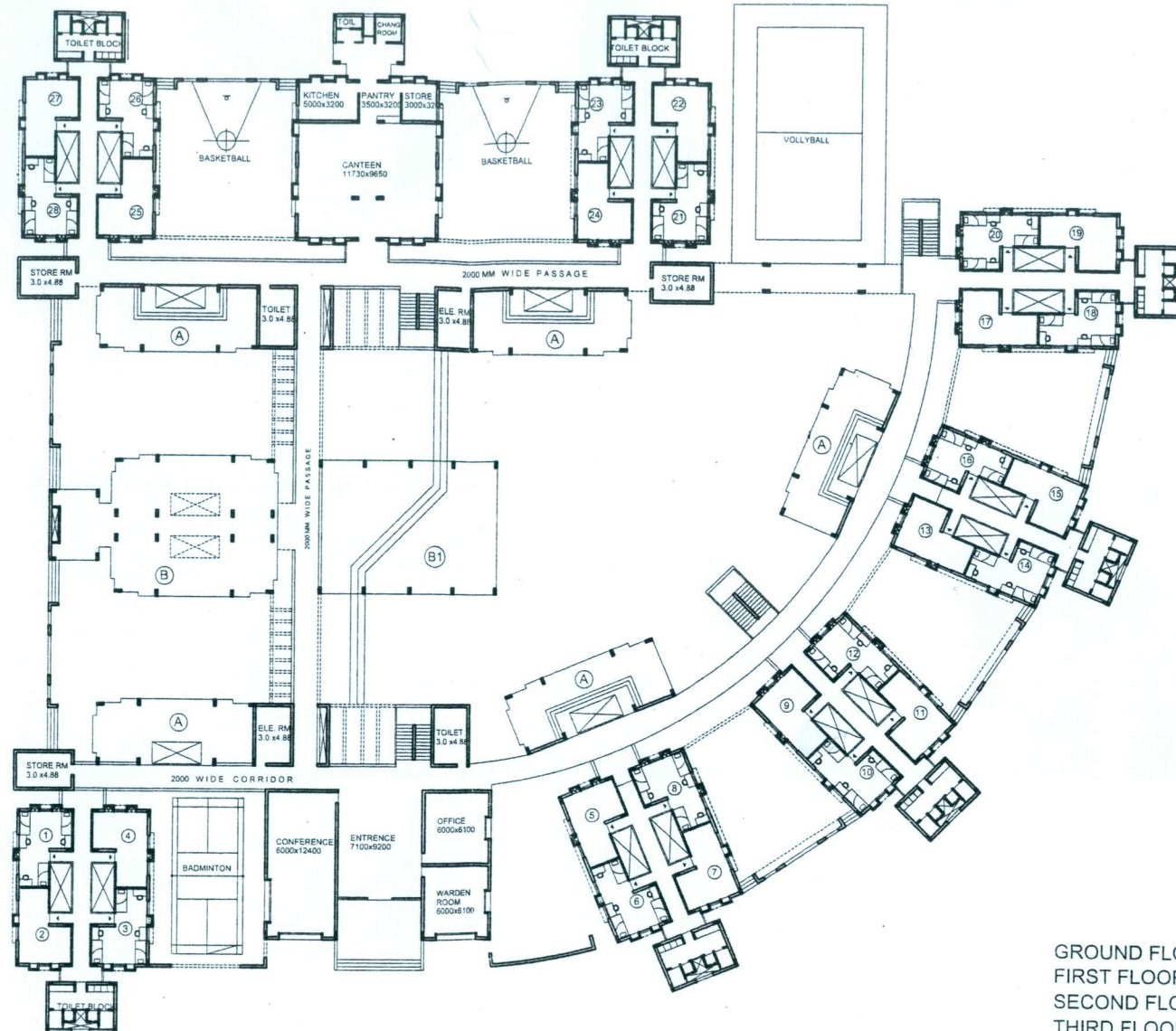
TOTAL 11240.94 SMT

PER HOSTLER BUILT UP AREA

$$11240.94 \text{ SMT} + 498 \text{ HOSTLER} = 22.57 \text{ SMT}$$

$$\text{UNIT CARPET AREA} = 24.22 \text{ SQMTRS.}$$

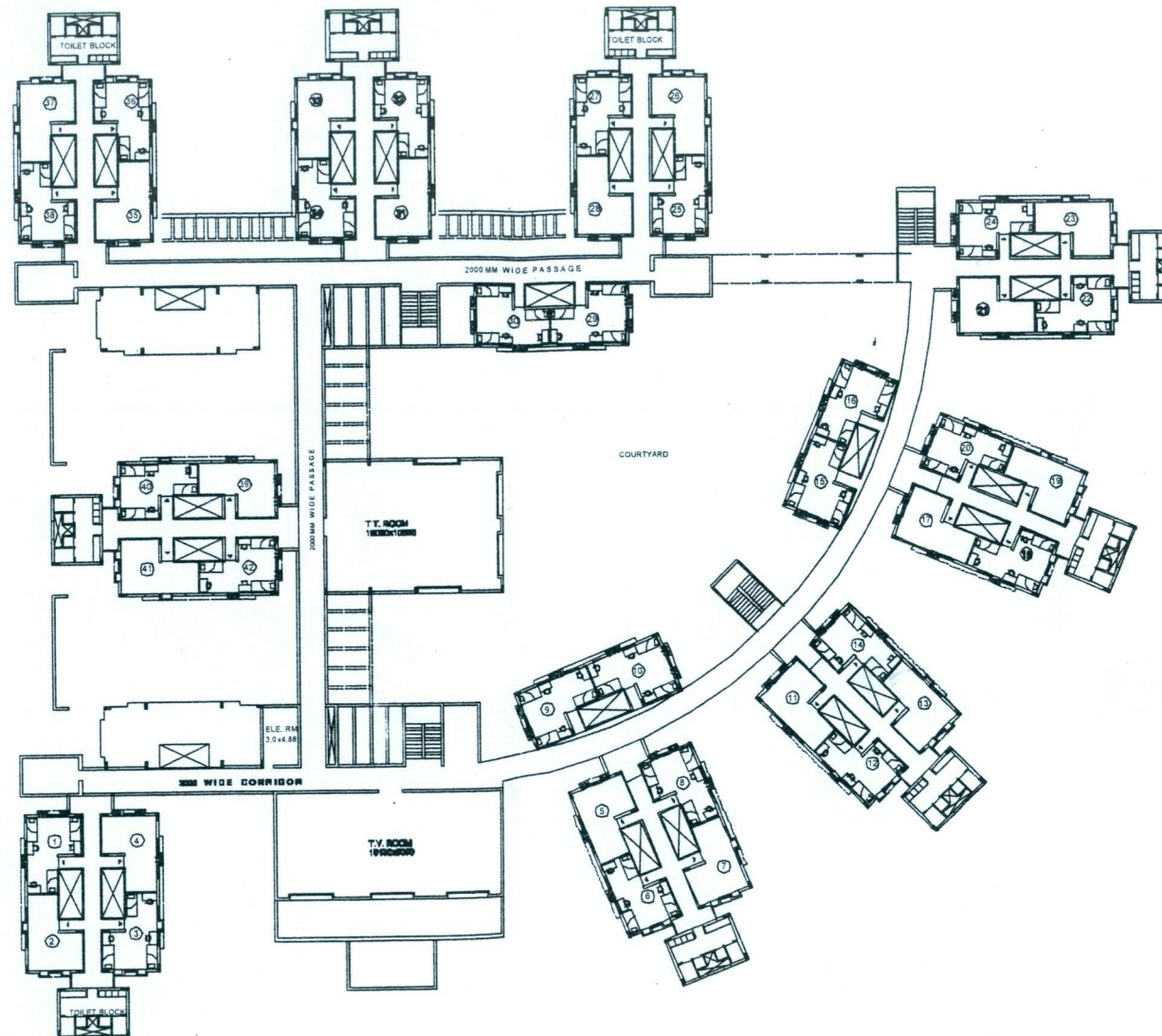
$$\text{PER HOSTLER CARPET AREA} = 24.22 + 3 = 8.073 \text{ SMT}$$



GROUND FLOOR 32 NOS
FIRST FLOOR 42 NOS
SECOND FLOOR 46 NOS
THIRD FLOOR 46 NOS
TOTAL 166 NOS

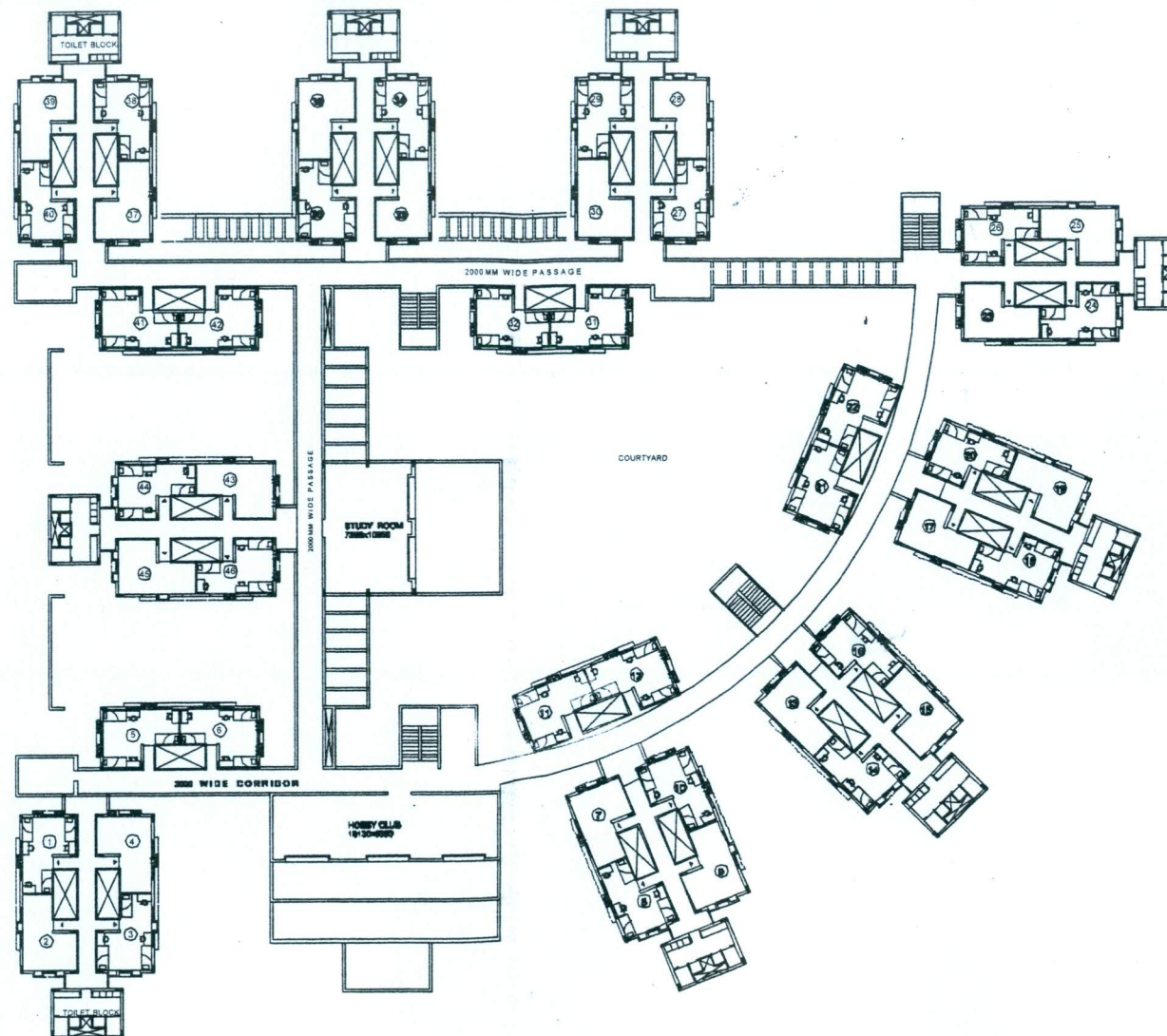
BUILT UP AREA = 2496.44 SQMTRS.

				TITLE :	PROJECT :	SCALE :	DRG. NO.	NORTH	DATTA AND DATTA ASSOCIATES	
				GROUND FLOOR CLUSTER PLAN 3 SEATER	INDIAN INSTITUTE OF INFORMATION TECHNOLOGY AT JABALPUR	1:400	W-02		ARCHITECT ENGINEER TOWN PLANNER INTERIOR DESIGNERS	
						DATE : 25/08/2008			101 SMEHSILP, 66 SWASTIK SOCIETY, NAVRANGPURA, AHMEDABAD - 380009.	
						DEALT :			PHONE - (079) 26407248, 26462518 TELE FAX - (079) 2640 12 42.	
						CHD :			E-mail : datta_datta@hotmail.com ddaarchitects@gmail.com	
						FILE NO :				



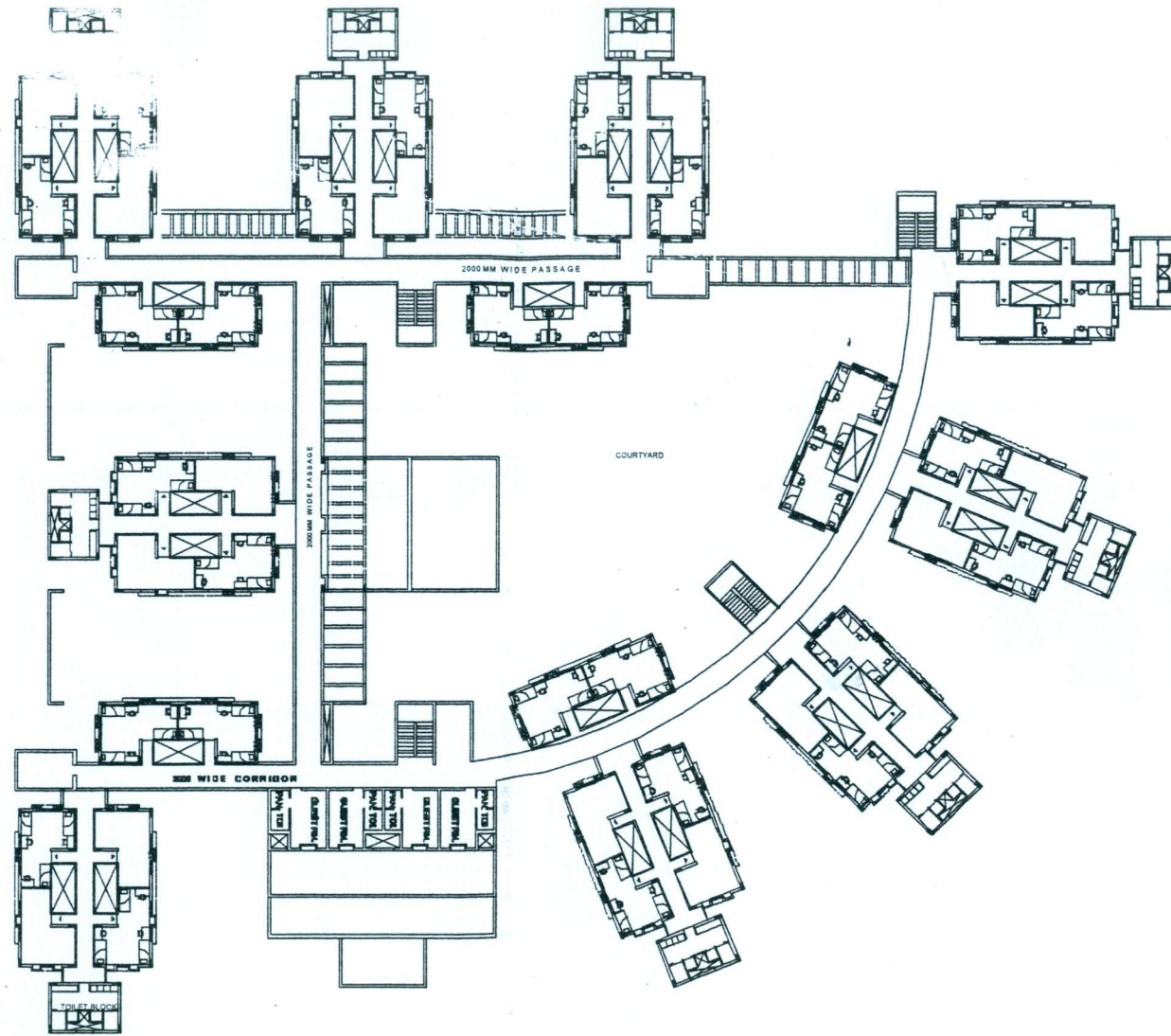
BUILT UP AREA = 2995.14 SQMTS.

				TITLE :		SCALE : 1:400		DRG. NO	NORTH	DATTA AND DATTA ASSOCIATES ARCHITECT ENGINEER TOWN PLANNER INTERIOR DESIGNERS B1 SHREEHILL, 66 SHWASTIK SOCIETY, NAVRANGPURA, JAIPUR-302009. PHONE - (079) 28407346, 28452318 TELE FAX - (079) 28401242. E-mail : datta_datta@hotmail.com, ddattdattdatta@gmail.com			
				FIRST FLOOR		DATE : 25/09/2008		W-03					
				CLUSTER PLAN		DEALT :							
				3 SEATER		CHD :							
				INDIAN INSTITUTE OF		FILE NO :							
				INFORMATION TECHNOLOGY									
				AT JABALPUR									



BUILT UP AREA = 2804.89 SQMTS.
HOBBY CLUB AREA = 113.23 SQMTS.

TITLE :				INDIAN INSTITUTE OF INFORMATION TECHNOLOGY AT JABALPUR		SCALE : 1:400	DRG. NO	NORTH	DATTA AND DATTA ASSOCIATES ARCHITECT ENGINEER TOWN PLANNER INTERIOR DESIGNERS	
SECOND FLOOR CLUSTER PLAN 3 SEATER						DATE : 23/08/2008	W-04		101 BHAMBHAR, BHAMBHAR SOCIETY, NARAYANPURA, AHMEDABAD - 380008. PHONE : (079) 28407348, 28402818 TEL. FAX : (079) 2840 12 43. E-mail : datta_datta@hotmail.com, ddsarchitects@gmail.com	
REVISIONS						DEALT :				
TYPE	DATE	PARTICULAR	CHKD.			CHD :				



BUILT UP AREA = 2831.24 SQMTS.

				TITLE : THIRD FLOOR CLUSTER PLAN 3 SEATER	INDIAN INSTITUTE OF INFORMATION TECHNOLOGY AT JABALPUR	SCALE : 1:400	DRG. NO	NORTH	DATTA AND DATTA ASSOCIATES ARCHITECT ENGINEER TOWN PLANNER INTERIOR DESIGNERS 101 BBS-41/P, 65 BHASKAR SOCIETY, NAYANAGURA, AHMEDABAD - 38001. PHONE - (079) 26407245, 26492818 TEL FAX - (079) 2640 12 42. E-mail : datta_datta@yahoo.com, datta.datta@gmail.com
						DATE : 25/06/2008	W-05		
						DEALT :			
						CHD :			
				FILE NO :					
REVISIONS									
TYPE	DATE	PARTICULAR	CHKD.						

Name of Work: Construction of TRIPLE SEATER HALL OF RESIDENCE I
AT IIITDM, JABALPUR

AREA STATEMENT

Sl no	Description	Number of Rooms	Area (in sqm)
1	Ground Floor	32	2496.44
2	First Floor	42	2995.14
3	Second Floor	46	2918.12
4	Third Floor	46	2831.24
5	Cycle Parking + Stilted Area		656.74
	Total	166	11897.68

**Name of Work: Construction of TRIPLE SEATER HALL OF RESIDENCE I
AT IIITDM, JABALPUR**

Preliminary Estimate based on Delhi Plinth Area Rates 1.10.2007

Sl. No	DPAR CODE	Description	Unit	Qty	Rate (in Rs.)	Amount (in Rs.)
	1	RCC FRAMED STRUCTURE				
	1.1	RCC framed structure up to six storeys				
1	1.1.2	Floor height 2.90 Mt.	Sqm	11,897.68	9,100.00	108,268,888.00
		Extra for				
2	1.2.3	Every 0.30 mt additional height of floor above normal floor height of 3.35 mt./2.90 mt.	Sqm	11,897.68	150.00	1,784,652.00
3	1.2.4	Every 0.30 mt higher plinth over normal plinth height of 0.60 mt (1.20 mt ht.)	Sqm	2,496.44	150.00	374,466.00
4	1.2.5	every 0.30 mt deeper foundations over normal depth of 1.20 mt (2.00 mt depth)	Sqm	3,357.20	150.00	503,580.00
5	1.2.8	Resisting earthquake forces	Sqm	11,897.68	630.00	7,495,538.40
6	1.2.11	Stronger structural members to take heavy load above 500 Kgs./sqm. Up to 1000 Kgs./sqm.	Sqm	100.92	850.00	85,782.00
7	1.2.12	Larger modules over 35 sqm.	Sqm	352.80	990.00	349,272.00
	1.4	FIRE FIGHTING				
8		With wet riser system	Sqm	11,897.68	300	35,69,304.00
		TOTAL (A)				12,24,31482.40
	3.0	Services				
9	3.1	Internal water supply and sanitary installations	%	108,268,888.00	10.00	1,08,26,889.00
10	3.2	External service connections	%	108,268,888.00	5.00	54,13,444.40
11	3.3	Internal Electric Installation	%	108,268,888.00	12.5	1,35,33,611.00

	3.6	Extra for				
	3.6.3	Lightening conductors				
12	3.6.3.1	Upto 4 storeys Building	%	108,268,888.00	0.5	541,344.44
13	3.6.4	Telephone Conduits	%	108,268,888.00	0.5	541,344.44
14	3.6.6	Computer Conduiting	%	108,268,888.00	0.5	541,344.44
15	3.6.6	Quality assurance	%	108,268,888.00	0.1	10,82,688.88
		Total for SI no. 9 to 15 (B)				3,24,80,666.4
	5.0	WATER TANK (RCC ONLY)				
16	5.1	R.C.C. Over head water tank without independent staging	Lit	18,000.00	9.00	162,000.00
17	5.5	Under ground sump	Lit	18,000.00	9.00	162,000.00
		Total for Sr. No. 16 to 17 (C)				324,000.00
		GRAND TOTAL (A+B+C)				15,52,36148.80
				SAY.....		Rs.1552 Lacs

Name of Work: Construction of TRIPLE SEATER HALL OF RESIDENCE I
AT IIITDM, JABALPUR
SUMMARY OF COST

Sl no	Description	Amount in Rs
1	Framed Structure as per Appendix I (Civil + Electrical)	155236148.80
2	Water tank	324,000.00
	Total A (Sl no 1 to 2)	15,55, 60,148.80
3	Labour Cess @ 1% of A	1555601.48
4	Architects Fees @ 5.618% (5% fee + Service tax @12.36%) of A	8730035.55
5	Cost of Project Management @ 1.69% (1.5% + Service tax @12.36%) of A	2628966.51
6	Contingencies (Lump Sum)	500000.00
	Grand Total	168974752.35
	Say	Rs.1690 Lacs

Name of Work: Construction of TRIPLE SEATER HALL OF RESIDENCE I AT IIITDM,
JABALPUR

BREAK UP OF COMPONENT WISE COST

S.No.	Description	Amount (in Rs.)	Plinth Area (in sqm)	Cost per Sqm (in Rs.)
1	Basic cost of the building (civil + electrical)	155236148.80	11,897.68	13048.00
2	Water Tank	324,000.00	11,897.68	27.23
3	Labour Cess @ 1%	1555601.48	11,897.68	130.75
4	Architect Fees @ 5.612% (including service tax)	8730035.55	11,897.68	733.76
5	Project Management @ 1.69% (including service tax)	3750815.00	11,897.68	315.25
6	Contingencies (lump sum)	5,00,000.00	11,897.68	42.02

This architectural floor plan depicts a school building with a central courtyard. The building is divided into several wings and rooms, each labeled with its function and level.

- Top Wing (Left to Right):**
 - Room 1 (LVL 10)
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FILE NAME - <i>semr1</i>	Date	Revision
INDIAN INSTITUTE OF INFO & TECH. JABALPUR		
Title	ELEVATIONS	

amit saini b.arch., mca	kratno saini b.arch., m.aud (usa)	s.k.saini b.arch., fig
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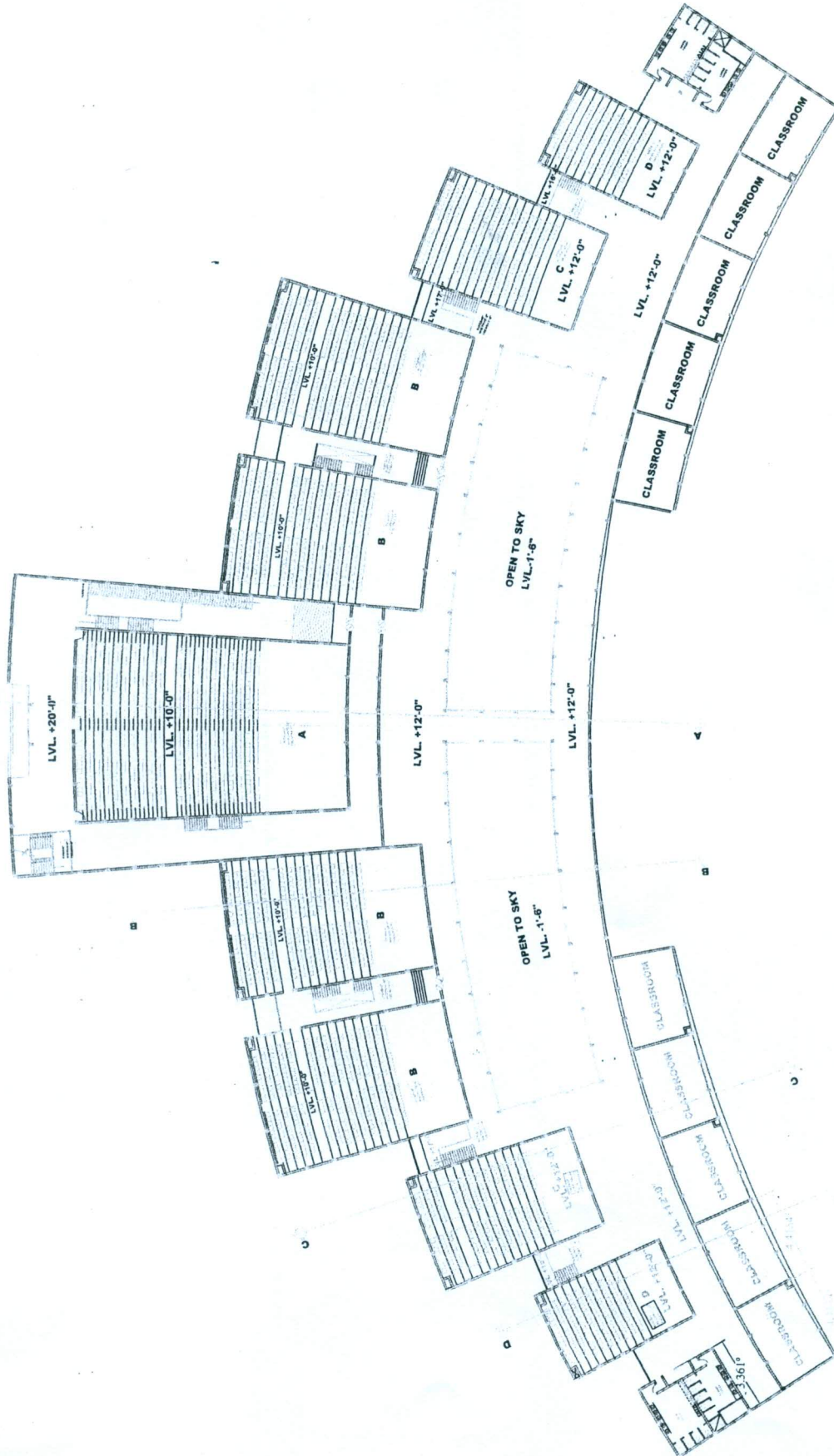
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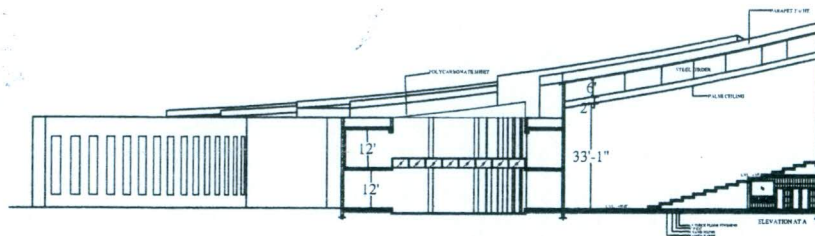


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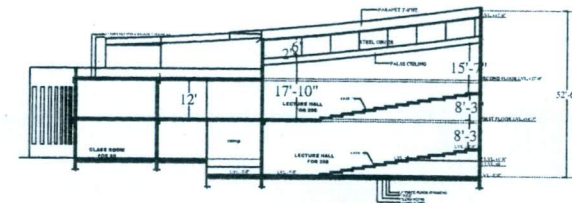
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No.	Date	Revision
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INDIAN INSTITUTE OF INFO & TECH.		
JABALPUR		
Title ELEVATIONS		

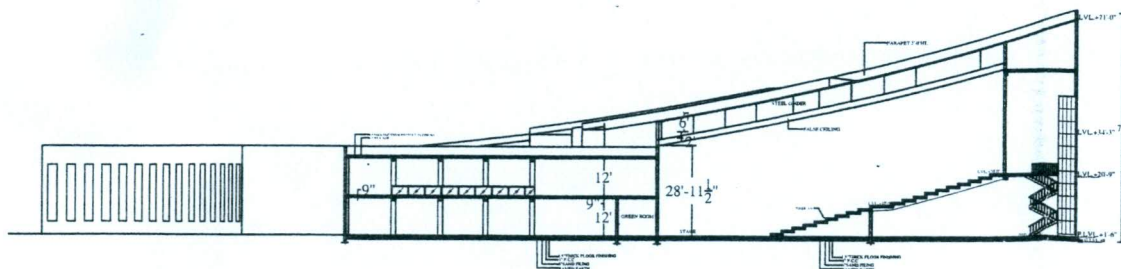
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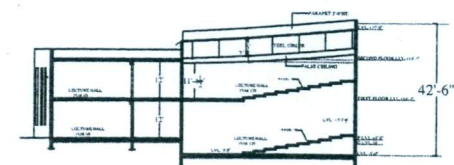
SECTION B-B



SECTION C-C



SECTION A-A



SECTION D-D

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INDIAN INSTITUTE OF INFO & TECH.
JABALPUR
Title _____

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b.arch., mca b.arch., m.aud (USA) b.arch./ile
Drg No. 005

Scale _____
Des't _____ Date _____
a.ch. _____ SEPT 2008

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arch tech projects pvt. ltd.
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Name of Work: Construction of LECTURE HALL & TUTORIAL COMPLEX AT IIITDM,
JABALPUR

AREA STATEMENT

Sl no	Description	Number	Area (in sqm)
1	Ground Floor		
(i)	Lecture Hall 600 Capacity	1	946.12
(ii)	Lecture Hall 300 Capacity	4	1657.22
(iii)	Lecture Hall 200 Capacity	2	592.29
(iv)	Lecture Hall 120 Capacity	2	380.49
(v)	Tutorial Room	12	908.31
(vi)	Meeting/Seminar/ Grading Room	3	194.38
(vii)	Entrance foyer	1	376.78
(viii)	Circulation Area & Toilets	1	1328.45
(ix)	Care taker Office & store	1	117.42
2	First Floor		
(i)	Lecture Hall 200 Capacity	2	592.29
(ii)	Lecture Hall 120 Capacity	2	380.49
(iii)	Tutorial Room	12	908.31
(iv)	Circulation Area & Toilets	1	1328.45
	Total		

**Name of Work: Construction of LECTURE HALL & TUTORIAL COMPLEX AT IIITDM,
JABALPUR**

Preliminary Estimate based on Delhi Plinth Area Rates 1.10.2007

Sl. no	DPAR CODE	Description	Unit	Qty	Rate (in Rs.)	Amount (in Rs.)
	1	R.C.C. FRAMED STRUCTURE				
	1.1	R.C.C.framed structure up to six storeys				
1	1.1.2	Floor height 3.35 m	Sqm	9711	13200	128185200
		Extra for				
2	1.2.3	Every 0.30 mt additional height of floor beyond normal floor height of 3.35m.				
	a	For Tutorials, Toilets & circulation area at 4.00mt	Sqm	1 x 5435	150	815184
	b	For 1no Lecture Halls (capacity of 600 seats)	Sqm	23 x 946	150	3264114
	c	For 4 nos Lecture Halls (capacity of 300 seats)	Sqm	26 x 1657	150	6463158
	d	For 4 nos Lecture Halls (capacity of 200 seats)	Sqm	6 x 1185	150	1066122
	e	For 4 nos Lecture Halls (capacity of 120 seats)	Sqm	2 x 381	150	114150
3	1.2.4	Every 0.30 mt higher plinth over normal plinth height of 0.60 mt (1.20 mt ht.)	Sqm	2558	150	383700
4	1.2.5	Every 0.30 mt deeper foundations over normal depth of 1.20 mt (2.00 mt depth)	Sqm	2603	150	390450
5	1.2.8	Resisting earthquake forces	Sqm	9711	630	6117930

6	1.2.12	Larger modules over 35 sqm.	Sqm	7745	990	7667372
	1.4	FIRE FIGHTING				
7	1.4.1	With wet riser system	Sqm	9711	300	2913300
	1.5	Fire Alarm System				
8	1.5.1	Automatic Fire Alarm System	Sqm	9711	300	2913300
		TOTAL for SI no. 1 to 8 (A)				160293980
	3.0	Services				
9	3.1	Internal water supply and sanitary installations	%	128185200	4	5127408
10	3.2	External service connections	%	128185200	5	6409260
11	3.3	Internal Electric Installation	%	128185200	12.5	16023150
	3.6	Extra for				
12	3.6.1	Power wiring & plugs	%	128185200	4.0	5127408
13	3.6.3	Lightening conductors				
14	3.6.3.1	Upto 4 storeys Building	%	128185200	0.5	640926
15	3.6.4	Telephone Conduits	%	128185200	0.5	640926

16	3.6.6	Computer Conduiting	%	128185200	0.5	640926
17	3.6.6	Quality assurance	%	128185200	1.0	1281852
		Total for SIno. 9 to 17 (B)				34610004
	5.0	WATER TANK (RCC ONLY)				
18	5.1	R.C.C. Over head water tank without independent staging	Lit	10000	9.00	90000
19	5.5	Under ground sump	Lit	10000	9.00	90000
		Total for SI. No. 18 to 19 (C)				180000
		GRAND TOTAL (A+B+C)				195083984
				SAY.....		1951 lacs

APPENDIX II

Extra for superior specifications and energy efficient features
Preliminary Estimates based on Delhi Schedule of Rates & Market Rates

Sl. no	DPAR CODE	Description	Unit	Qty	Rate (in Rs.)	Amount (in Rs.)
1	MR	Extra for using high performance glass instead of reflective or double float glass	Sqm	5700	1000	5700000
2	MR	Insulation on walls	Sqm	5289	400.00	2115775

Name of Work: Construction of LECTURE HALL & CLASS ROOM AT IIITDM,
JABALPUR

SUMMARY OF COST

Sl no	Description	Amount (in Rs)
1	Framed Structure as per Appendix I (Civil + Electrical)	194903983.80
2	Water tank	180000.00
3	Extra for superior specifications and energy efficient features	26857746.00
	Total A (Sl no 1 to3)	221941730.80
4	Labour Cess @ 1% of A	2219417.38
5	Architects Fees @ 5.618% (5% fee + Service tax @12.36%) of A	12468686.00
6	Cost of Project Management @ 1.69% (1.69% + Service tax @12.36%) of A	3750815.00
7	Contingencies (Lump Sum)	500000.00
	Grand Total	240880649.00

**Name of Work: Construction of LECTURE HALL & TUTORIAL COMPLEX AT IIITDM,
JABALPUR
BREAK UP OF COMPONENT WISE COST**

S.No.	Description	Amount (in Rs.)	Plinth Area (in sqm)	Cost per Sqm (in Rs.)	Remarks
1	Basic cost of the building (civil + electrical)	194903983.80	9711	20070.00	
2	Water Tank	1,80,000.00	9711	19.00	
2	Additional cost of building due to superior specifications & energy efficient features	26857746.00	9711	2766.00	
3	Labour Cess @ 1%	2219417.00	9711	229.00	
4	Architect Fees @ 5.612%	12468686.00	9711	1284.00	
5	Project Management @ 1.69%	3750815.00	9711	386.00	
6	Contingencies (lump sum)	5,00,000.00	9711	51.00	

FC/2008-09: 02.05 Policy for Medical Attendance and Treatment – Eligibility Criteria for Institute Employees

The Institute started its functioning in the year 2005. The numbers of academic, non-academic staff as well as those of students have grown since then. These numbers are likely to grow much faster in coming years. The Institute Administration, therefore, requires its own Medical Rules stating eligibility criteria for medical attendance and treatment for its own academic and non-academic staff as well as students.

In view of the above requirements, the administration has prepared a draft its Medical Attendance & Treatment Policy. The draft is prepared along the lines of similar rules and procedures which exist in other autonomous academic institutions under MHRD. The draft of the policy is given here as **Annexure 8**. The Finance Committee is requested to consider the same and recommend it to the Board of Governors for its adoption.

Indian Institute of Information Technology, Design & Manufacturing Jabalpur

MEDICAL ATTENDANCE AND TREATMENT POLICY

1 Eligibility of Family Members for Medical Attendance and Treatment

- 1.1 Permanent staff of the Institute as well as their family members shall be entitled to Medical Attendance and Treatment, including Reimbursement, as per procedures accorded by the Board of Governors from time to time.
- 1.2 The term "family" shall include (i) wife or husband of a member of staff, as the case may be, (ii) parents, children and step children who are wholly dependent on the member of staff.
- 1.3 For the purposes of determining dependency, the following criteria shall be followed:
 - *Son* – A son shall be considered dependent till he starts earning or attains the age of 25 years, whichever is earlier,
 - *Daughter* – A daughter shall be considered dependent till she starts earning or gets married whichever is earlier irrespective of her age.
 - *Parents* – Parents shall be considered dependent if they are residing with the staff member and their income from all sources, including pension, does not exceed Rs. 1500/- pm.
 - *Economically Independent parents* - Parents of such faculty/staff who are economically independent but are physically staying with them in the campus shall be permitted to have Medical Consultation only at IITDM Jabalpur Health Center at a nominal charge @ Rs.50/- per visit. In such a case the concerned staff will be required to give an undertaking at the Health Center and the amount will be deducted from his/her salary.
- 1.4 If a staff member has gone on deputation/leave to another Institute/Organization but his/her family members have been staying in the Institute Campus, his/her family members shall be eligible to avail medical facilities such as (i) consultation, (ii) issuing of medicines available in the Health Center/Institute as well as those obtained through Supply Order and (iii) reimbursement towards Medical Treatment at IITDM Jabalpur Health Center as well as the hospitals recognized by the Institute. In such a case, the concerned employee, however, will be required to give an undertaking that he/she shall not claim any Medical benefits for his/her family members from the Institute/organization where he/she is presently working on deputation/leave. He/she would be required to furnish a certificate to this effect from the Institute/organization of work during deputation/leave.
- 1.5 If both, husband as well as wife, are employed in the Institute, either of them can choose to prefer the claim of medical facilities on behalf of self and the family, by declaring the fact, through a joint declaration.
- 1.6 If the spouse of a staff member is employed in a State/Central Government./another Autonomous/Corporate body, he/she can choose to claim the medical facilities either from the Institute or from the spouse's employer by declaring the same through a joint declaration.

- 1.7 When the spouse is employed in a private organization where the medical facility is not available or when it is available for self only, a letter to this effect should be produced from the employer of the spouse.

2. Medical Record and Booklets

- 2.1 The Institute shall issue Medical Booklets to the staff member and his/her eligible family members with all the relevant information including the photograph. The system of affixing photograph of the beneficiary on the medical booklet must be strictly followed. Separate booklets in different colors would continue to be issued for students, staff and their families.
- 2.2 When a dependent son/daughter reaches the age of 18 years and in respect of dependent parents, the concerned staff member must fill up the form for updating the records with the concerned Establishment Section and get the medical booklets revalidated every year.
- 2.3 The Medical Booklets will be renewed/ revalidated/ replaced as per rules prescribed by the Institute from time to time.
- 2.4 Treatment facilities for dependents will be allowed only on the basis of valid booklets which have been renewed/ revalidated. The eligible persons desirous of availing the medical attendance and treatment shall be required to produce their Medical Booklet at the Health Center.
- 2.5 The medical booklets, also maintained as electronic booklets, should present the medical history of the holder. Suitable entries in respect of outside treatment should also be made therein by IIITDM doctors.
- 2.6 The booklets must be surrendered when a student/staff leaves the Institute.

3. Medical Reimbursement Rules

3.1 Medical Reimbursement which are Not Reimbursable

- Medicines and other items which are declared by the Government of India as inadmissible and published in the CSMA Rules will not be reimbursed.
- Cost of spectacles is not reimbursable.
- Cost of dentures as well as treatment for Orthodontia is inadmissible.
- The Institute will not reimburse expenditure on medical attendance availed in an unrecognized hospital except in emergency based on the recommendations of the Medical Board.
- The facility of Medical Attendance and Treatment is not extended to the sponsored students as well as to the dependents of students.
- No reimbursement/supply order is permitted in respect of students or their spouse/dependents.

3.2 Reimbursable Medical Expenses against the OPD Treatment

- The cost of radiological, pathological investigations, medicines purchased from the market against the referral for the OPD treatment may be referred in the *Medical Claim Form for the OPD Treatment* only. In such a situation, the reimbursement claim as well as the cash memos should be necessarily countersigned by the institute CMO affixing the IIITDM Health Center stamp.
- Proper break up of charges for various investigations, minor procedures etc must be provided along with the claim.

- For the reimbursement of eligible expenses, the claim form duly completed by the concerned staff member and counter-signed by the Institute CMO may be forwarded to Accounts Section.

3.3 Reimbursable Medical Expenses against the Indoor Treatment

- Charges against the Indoor Treatment including the hospital bills, stay charges, operation and allied charges, investigation charges, cost of medicines supplied by the hospital/purchased from market etc, when incurred as per rules, are reimbursable. Such expenses may be referred in the *Medical Claim Form for the Indoor Treatment*. The form duly filled in by the concerned staff member and counter-signed by the institute CMO with the IIITDM Health Center may be forwarded to Accounts Section. All medical claims should be referred as early as possible as but not later than 3 months after the date of admission to the hospital.
- The reimbursement of admissible items in respect of indoor treatment in recognized hospitals will be made after the charges are certified by the Consultant and/or Medical Superintendent of the treating recognized hospital and the Chief Medical Officer, IIITDM Health Center as per approved rates/entitlement.

4 General Rules

- 4.1 Package rate is defined as the lump sum cost of in-patient treatment or diagnostic procedure for which a patient has been referred by competent authority or CGHS to Hospital or Diagnostic Center. This includes all charges pertaining to a particular treatment/procedure including admission charges, accommodation charges, ICU/ICCU charges, monitoring charges, operation charges, anesthesia charges, operation theatre charges, procedural charges/surgeon's fee, cost of disposable, surgical charges and cost of medicine used during hospitalization, related routine investigations, physiotherapy charges etc
- 4.2 The package rate does not include diet, telephone charges, TV charges, cost of cosmetics, toiletry, tonics and medicines advertised in mass media. Cost of these, if offered, on request of patients must be realized from the individual patient and is not to be included in packages charges.
- 4.3 The hospitals/diagnostic centers recognized by the Institute will not be allowed to charge more than the package rate from the beneficiary.
- 4.4 The maximum permissible duration for stay in the recognized hospital/diagnostic center will be as given below:
 - 12 days for specialized procedure;
 - 7-8 days for other non-specialized procedures;
 - 3 days for laproscopic surgery;
 - 1 day for day care/minor procedures (OPD).
- 4.5 In case the beneficiary has to stay in the hospital for his/her recovery for more than the period covered in the package rate, the additional reimbursement shall be limited to room rent as per entitlement, cost of the prescribed medicines and investigations and doctors visits (not more than 2 times a day) for the duration of the additional stay.
- 4.6 The entitlement for indoor treatment would be as under:
 - i. Basic pay up to Rs 5,499/-: General Ward;
 - ii. Basic pay Rs 5500- to 10,500/-: Semi-Private Ward;
 - iii. Basic pay Rs 10,051- and above: Private Ward.
- 4.7 Package rates for various treatments in Semi-Private Wards, prescribed by CGHS shall normally be applicable.

- 4.8 If a given treatment is not feasible in Jabalpur, the patient may get it done in any CGHS approved hospital outside Jabalpur provided that a prior permission for the same has already been taken from the competent authority. In such a case, the reimbursable rates for indoor treatment in Private/ Semi-Private Category may exceed by 15%.
- 4.9 Charges for the implant shall be reimbursed as per actual except for the items where ceiling is defined.
- 4.10 A private Hospital/Diagnostic Center, whose rates for a procedure/test/facility are lower than the approved rates, shall charge the beneficiaries as per actuals.
- 4.11 For investigations and treatment procedures for which admission is not required rates will be same for all categories.
- 4.12 The maximum room rent for different categories would be:
 - i. General Rs 500/- per day
 - ii. Semi-private Rs. 1,000/- per day
 - iii. Private Rs. 1,500/- per day
 - iv. Day Care (6-8 hours admission) Rs 500/- per day (same for all categories)
- 4.13 The beneficiaries will have the option of availing specialized treatment/diagnostic tests at CGHS recognized hospitals/Diagnostic Centers of his/her choice after the specialist of the CGHS/Government Hospital/CMO/In-charge of the CGHS Dispensary recommends the procedure/ test.
- 4.14 For non-emergency cases, beneficiaries of Central Government Health Scheme are entitled to medical reimbursement for treatment in hospitals/diagnostic centers recognized under the scheme after the written permission from the competent authority.
- 4.15 On production of valid permission, the recognized hospitals/diagnostic centers shall provide credit facilities to faculty and employees on production of Institute I-cards.
- 4.16 The recognized hospitals/diagnostic centers will provide necessary medicines & all disposable sundries of standard quality and will not get them purchased through CGHS beneficiaries.
- 4.17 Visiting faculty shall be treated at par with regular faculty of the institute. The maximum ceiling for in-door treatment for visiting faculty will be Rs 50,000.
- 4.18 Contractual Employee on scale shall be treated at par with a regular employee.
- 4.19 Contractual Employee on consolidated salary will be provided OPD facility at the Institute Health Center or the hospitals recognized by it.
- 4.20 Reimbursement for medicines will be allowed only when they are not available at the Institute Health Center.
- 4.21 Daily wage workers will be given only the OPD facility. Only those medicines which are available at the Institute dispensary will be provided in such cases. No reimbursements claim will be accepted.
- 4.22 Medical advance will be given as per recommendation of a doctor. Advance amount cannot exceed 75% of the recommended amount. Advance will be given only for admitted cases.
- 4.23 In case of misuse of medical reimbursement facility, concerned employees of the Institute will be denied all medical privileges for the next three years. If the misuse is repeated for the second time, concerned employee will lose the benefits of the Medical facilities for the rest of his service at IIITDM Jabalpur notwithstanding any other action that may be initiated under the Conduct Rules of the Institute.

5 Medical Facility for Students

- 5.1 Basic Medical facilities for common diseases like fever, cold etc will be provided by the Institute through its doctor at the Institute Health Center. The treatment will include providing medicines for the above mentioned diseases.
- 5.2 In case Institute doctor deems fit that the concerned patient needs to consult a specialist, the student shall be permitted to consult a specialist doctor from amongst the panel of doctors approved by the Institute. If medicines prescribed by the specialist doctor are not available at the Institute's dispensary only 80% of the cost, including specialist doctor's fees, will be reimbursed by the Institute.
- 5.3 If advised by the Institute doctor, full cost for common pathological tests of blood, urine and stool, if carried out at pathologies/hospitals/centers approved by the Institute, shall be reimbursable.
- 5.4 If advised by the Institute doctor, 50% of the cost of specialized pathological tests/ other tests, if carried out at pathologies/hospitals/centers approved by the Institute, shall be reimbursable.
- 5.5 In case a student is injured while working in a laboratory, he/she shall be provided the required medical facility, available in Jabalpur, subject to the maximum amount of Rs 50,000.
- 5.6 In case, a student is injured while representing the Institute in a sports/cultural event, Institute shall provide the required medical facility, available in Jabalpur, subject to the maximum amount of Rs 25,000.
- 5.7 On Case to case basis and depending on the availability of funds, students from weaker economic background may be given an advance for medical treatment from Students' Benefit Fund. The recovery of such an advance will be compulsorily done before the concerned student completes his/her programme at the Institute.

FC/2008-09: 02.05 Any other Item with the Permission of the Chair