

**PANDIT DWARKA PRASAD MISHRA  
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY,  
DESIGN AND MANUFACTURING JABALPUR**

**Minutes of 28<sup>th</sup> Meeting of the Finance Committee held on December 06, 2016 from 1300 Hrs. in the Conference Hall, PDPM IIITDM Jabalpur**

**Members Present:**

- |    |  |           |
|----|--|-----------|
| 1. | Dr. Kota Harinarayana  | Chairman  |
| 2. | Prof. P.K. Jain<br>Director, PDPM IIITDM Jabalpur                      | Member    |
| 3. | Shri D M Gupta<br>IOFS, Former DGOF                                    | Member    |
| 4. | Mrs. Tripti Gurha<br>Director, IIITs<br>MHRD, New Delhi                | Member    |
| 5. | Shri Naresh Joshi<br>Assistant Registrar(F&A),<br>PDPM-IIITDM Jabalpur | Secretary |

Shri Munish Malik, Finance Officer IIT Kanpur and Shri Ashok Maheshwari, Director (F), MHRD New Delhi were granted leave of absence.

<b>FC/28/1</b>	<b>Opening remarks by the Chairman</b>
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Dr. Kota Harinarayana, the Chairperson of FC, welcomed all the members of the FC. The Chairperson emphasized on need to have all shops in the campus with cashless payment facilities i.e. Accept payment with credit, debit card and e-wallet, m-wallet. He also suggested to provide support to all employees including contractual employees to get a debit card.

The Chairperson advised to write to MHRD for funds especially under sub heads Repairs & Maintenance and Swachchata Action Plan, Mrs Tripti Gurha, Director (IIITs), MHRD agreed to provide additional funds and added that the Institute should raise month wise demands.



The Director presented following facts and figures:

### OVERVIEW REPORT

- (i) **Budget and Expenditure Progress** – For the FY 2016-17 budget estimates (BE) of Rs. 23866.65 lakh was forwarded by the Institute to the MIIRD to meet out the requirement of Capital, Salary and General Expenses. MHRD has released Rs. 1106.75 lakh, head-wise distribution of the same is as follows:
- |                 |   |                                    |
|-----------------|---|------------------------------------|
| Rs. 0.00 lakh   | - | Creation of Capital Assets (OH-35) |
| Rs. 700.00 lakh | - | General Expenses (OH-31)           |
| Rs. 406.75 lakh | - | Salary (OH-36)                     |
- Unspent balance of FY 2015-16 was Rs. 199.77 lakh, major portion of which was under salary head of SC & ST. This year no grant for SC/ST salary was demanded.
- (ii) **Expenditure Progress under Capital head** - No amount of grant in aid has been released so far for creation of capital assets head-35. The Institute has taken a loan of Rs. Rs.600.00 lakhs from Internal corpus fund for following works:
- |                             |   |                 |
|-----------------------------|---|-----------------|
| a. STP (02)                 | - | Rs.100.00 lakhs |
| b. Faculty                  | - | Rs.200.00 lakhs |
| c. ERP                      | - | Rs.70.00 lakhs  |
| d. P&D (Excluding STP)      | - | Rs. 10.00 lakhs |
| e. Misc. Works              | - | Rs. 20.00 lakhs |
| f. Library books & journals | - | Rs.200.00 lakhs |
- (iii) **Expenditure Progress under General Head** – Out of the total General Expenditure of Rs. 911.54 lakhs, the Institute has incurred expenditure as follows :-
- |                                  |   |                  |
|----------------------------------|---|------------------|
| a. New Pension Scheme            | - | Rs. 52.73 lakhs  |
| b. Manpower Outsourcing          | - | Rs. 203.17 lakhs |
| c. Assistantship and Scholarship | - | Rs. 371.59 lakhs |
| d. Students Support              | - | Rs. 7.70 lakhs   |
| e. Electricity Charges           | - | Rs. 125.35 lakhs |
| f. Honorarium                    | - | Rs. 26.46 lakhs  |
| g. Repair & Maintenance          | - | Rs. 18.91 lakhs  |
| h. Travelling and Conveyance     | - | Rs. 12.68 lakhs  |
- (iv) **Expenditure Progress under Salary head** – Total expenditure of Rs. 710.07 lakhs has been incurred towards payment of salary.
- |                               |   |                 |
|-------------------------------|---|-----------------|
| a. Teaching Salary            | - | Rs.488.73 lakhs |
| b. Non-teaching Salary        | - | Rs.180.29 lakhs |
| c. Other components of Salary | - | Rs.41.05 lakhs  |



FC/28/3	<b>Confirmation of Minutes of the 27<sup>th</sup> meeting of the Finance Committee held on May 20, 2016.</b>
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The Secretary informed the members that the minutes of the 26<sup>th</sup> meeting of Finance Committee held on May 20, 2016 were circulated to all the members and no comments were received. The minutes were confirmed.

FC/28/4	<b>Proposal for Revised Budget (Plan) for FY 2016-17 and Budget Estimate (Plan) for FY 2017-18.</b>
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The Finance Committee after going through the details of revised estimates for FY 2016-17 (Plan) and budget estimates FY 2017-18 (Plan) proposed following changes:

To increase demand under sub-heads Repairs & Maintenance and Swachhata Action Plan, the committee also suggested to include STP and other machineries under Swachhata Action Plan. As E-journal is not a physical asset, it should be treated as recurring budget item.

With above amendments revised estimates for FY 2016-17 of Rs. 17629.00 lakh and budget estimates for FY 2017-18 of Rs. 21536.00 lakh attached as **Annexure A** has been recommended to the Board for approval.

FC/28/5	<b>Agenda for Ratification</b>  <b>(i) Adoption of Final Audit Report (SAR) for the F.Y. 2015-16 on the Annual Accounts of the Institute.</b>
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The Final Audit Report (SAR) on the Annual Accounts of the FY 2015-16 was received from the Office of the Director General of Audit (Central Receipt), Gwalior. Same was approved by the Chairperson, FC/BOG. The decision of the Chairperson FC/BOG for adoption of the Final Audit Report (SAR) of the FY 2015-16 has been recommended by the Finance Committee to the BOG for ratification.




FC/28/5	<b>Agenda for Ratification</b>  <b>(ii) Loan from Internal Corpus of the Institute.</b>
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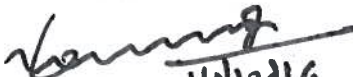
The secretary FC informed the committee that a loan of Rs. 600.00 lakh was taken from internal corpus of the Institute with the approval of Chairperson, FC/BOG as no funds have been received in head-35 Creation of Capital Assets. The decision of the Chairperson FC/BOG has been recommended by the Finance Committee to the BOG for ratification.

FC/28/6	<b>Any other item with the permission of the Chair</b>
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No other item was placed before the Finance Committee.

The Meeting ended with vote of thanks to the Chairperson and members.

  
 (Naresh Joshi)  
 Assistant Registrar (F&A)  
 Secretary Finance Committee

  
 14/12/16  
Director

  
 14/12/2016  
Chairperson, Finance Committee

**PDPM INDIAN INSTITUTE OF INFORMATION TECHNOLOGY DESIGN AND  
MANUFACTURING JABALPUR**

Rs. In lakhs

<b>SUMMARY</b>					
<b>Revised Estimates for the FY 2016-17 &amp; Budget Estimates for the FY 2017-18</b>					
Rs. in Lakh					
S. N.	Particulars	Salary (OH-36)	General Expenses (OH-31)	Capital Assets (OH-35)	Total
1	BE 2016-17	2658.24	2473.05	18735.36	23866.65
2	RE 2016-17	1849.00	4437.00	11343.00	17629.00
3	BE 2017-18	2650.00	5981.00	12905.00	21536.00

**OBJECT HEAD-36 "GRANT-IN-AID SALARY" (Recurring Expenses)**

Rs. In Lakhs

S.N.	Components	Actual Expenditure FY 2014-15	Actual Expenditure FY 2015-16	Expenditure from 01.04.2016 to 31.10.2016	Budget Estimates FY 2016-17	Revised Estimates FY 2016- 17	Budget Estimates FY 2017- 18
<b>A</b>	<b>SALARY</b>						
1	Faculty	576.80	627.19	425.28	1796.41	1090.00	1540.00
2	Non-Faculty	219.83	228.84	157.98	367.83	330.00	480.00
	<b>Total A</b>	<b>796.63</b>	<b>856.03</b>	<b>583.26</b>	<b>2164.24</b>	<b>1420.00</b>	<b>2020.00</b>
<b>B</b>	<b>OTHER COMPONENTS</b>						
1	Leave Encashment	2.40	3.92	4.80	9.00	9.00	15.00
2	LTC	7.66	18.56	3.66	20.00	25.00	40.00
3	Children Education Allowance	9.10	9.37	0.43	35.00	15.00	35.00
4	Retirement Benefit	202.00	81.69	0.00	300.00	300.00	350.00
5	Professional Development Allowance (PDA)	37.52	15.45	19.37	100.00	50.00	150.00
6	Medical Treatment	13.11	17.85	7.36	30.00	30.00	40.00
	<b>Total B</b>	<b>271.79</b>	<b>146.84</b>	<b>35.62</b>	<b>494.00</b>	<b>429.00</b>	<b>630.00</b>
	<b>Total (A + B)</b>	<b>1068.42</b>	<b>1002.87</b>	<b>618.88</b>	<b>2658.24</b>	<b>1849.00</b>	<b>2650.00</b>

**PDPM INDIAN INSTITUTE OF INFORMATION TECHNOLOGY DESIGN AND MANUFACTURING JABALPUR**  
**OBJECT HEAD-31 "GRANT-IN-AID GENERAL" (Recurring Expenses)**

Rs. In lakhs

S.N.	PART-'C' -Others	Actual Expenditure FY 2014-15	Actual Expenditure FY 2015-16	Expenditure from 01/04/2016 to 31/10/2016	Budget Estimates FY 2016-17	Revised Estimates FY 2016-17	Budget Estimates FY 2017-18
1	Contribution to Pension fund	0.00	0.00	1.09	0.00	5.00	5.00
2	Contribution to New Pension Scheme	63.37	69.84	45.41	200.00	142.00	200.00
3	Staff Bonus	1.45	1.40	4.38	3.00	5.00	5.00
4	Manpower Deployment (Outsourcing)	300.94	322.58	177.63	425.00	525.00	650.00
5	Advertisement & Publicity	22.07	15.81	7.27	40.00	15.00	30.00
6	Consumable	11.36	14.38	3.98	20.00	20.00	30.00
7	Departmental Expenses	5.30	7.81	1.79	58.00	15.00	30.00
8	Electricity & Power	164.93	237.97	108.36	250.00	250.00	300.00
9	Student Health Facility	8.44	14.75	8.65	20.00	20.00	25.00
10	Honorarium	34.49	42.90	26.33	60.00	60.00	75.00
11	Horticulture Expenses	1.35	11.13	1.29	30.00	12.00	30.00
12	Hospitality Expenses	14.17	12.50	3.54	25.00	15.00	30.00
13	House Keeping Expenses	3.25	3.06	1.09	15.00	8.00	20.00
14	Rent and Maintenance	3.77	1.78	0.00	2.25	2.50	0.00
15	Bank Charges	0.19	0.12	0.04	0.30	0.50	0.50
16	Membership Charges	13.52	0.49	0.50	4.00	4.00	5.00
17	News Papers & Periodicals	0.94	0.35	0.25	2.50	2.00	2.50
18	Office & Misc. Expenses	9.05	10.55	5.78	18.00	15.00	25.00
19	Postage and Courier Charges	1.87	1.70	0.69	8.00	4.00	5.00
20	Printing & Stationary	10.85	13.07	3.75	30.00	20.00	40.00
21	Professional Charges	24.68	21.17	9.76	50.00	40.00	50.00
22	Repair & Maintenance	18.35	23.42	17.09	150.00	2000.00	3000.00
23	Scholarship and Assistantship	348.96	505.03	326.83	550.00	700.00	800.00

S.N.	PART-'C' -Others	Actual Expenditure FY 2014-15	Actual Expenditure FY 2015-16	Expenditure from 01/04/2016 to 31/10/2016	Budget Estimates FY 2016-17	Revised Estimates FY 2016-17	Budget Estimates FY 2017-18
24	Telephones Expenses & Internet Leased Line	33.64	27.14	8.39	50.00	60.00	64.00
25	Hiring of Transportation	25.28	23.89	6.52	45.00	30.00	50.00
26	Travelling & Conveyance (TA & DA)	34.68	33.71	12.06	55.00	55.00	65.00
27	Vehicles Running & Maintenance	9.10	6.99	3.53	30.00	15.00	33.00
28	Convocation Expenses	11.11	11.04	8.27	25.00	18.00	30.00
29	Workshop and Seminar Expenses	13.61	8.98	1.70	30.00	100.00	40.00
30	Student Support Services	36.74	27.17	5.79	42.00	40.00	60.00
31	Admission Expenses	0.00	6.00	0.00	10.00	8.00	11.00
32	Swachhta Action Plan	0.00	0.00	0.00	0.00	10.00	20.00
33	On-line Journals	166.20	156.92	0.00	225	225	250
	<b>Total -C</b>	<b>1393.66</b>	<b>1633.65</b>	<b>801.76</b>	<b>2473.05</b>	<b>4437.00</b>	<b>5981.00</b>

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**. PDPM INDIAN INSTITUTE OF INFORMATION TECHNOLOGY DESIGN AND MANUFACTURING JABALPUR**

**Object Head-35- Creation of Capital Assets**

**Construction Work (Major Projects)**

Rs. In lakhs

S.N.	Account Head	A/A & E/S	Paid to CPWD	Other payments Made	Budget Estimates FY 2016-17	Revised Estimates FY 2016-17	Budget Estimates FY 2017-18
<b>A</b>							
1	Hall of Residence-4	2278.04	2030.00	41.25	206.79	0.00	206.79
2	Hall of Residence-7( PG Hostel Phase -I)	1237.02	1204.00	39.28	0.00	0.00	0.00
3	Hall of Residence -7 (PG Hostel Phase II)	2369.00	1465.00	62.42	835.32	841.58	0.00
4	Hall of Residence -8 (Girls Hostel -1)	1512.05	780.00	36.67	695.38	695.38	0.00
5	Lecture Hall and Tutorial Complex	3731.94	3170.00	114.33	447.61	447.61	0.00
6	Library Cum Computer Centre	2289.70	1100.00	38.55	1151.15	1151.15	0.00
7	Students Activity Centre-I	1816.30	700.00	23.58	1092.72	1092.72	0.00
8	Narmada Residency-II	1598.14	1250.00	45.30	302.84	302.84	0.00
9	Narmada Residency-III	2203.58	1840.00	55.38	308.20	308.20	0.00
10	Rewa Residency -2A &2B	1440.25	1250.00	34.19	156.06	156.06	0.00
11	Administrative Block	1454.13	1000.00	38.05	416.08	416.08	0.00
12	Visitors Hostel	1185.22	950.00	26.64	208.58	0.00	208.58
13	Road and Service Network Phase -2	1926.71	1093.00	49.54	834.17	0.00	784.17
14	Technology Incubation Centre	1782.32	50.00	11.35	1720.97	0.00	1720.97
15	Multi utility Centre	1050.00	50.00	6.66	993.34	0.00	993.34
16	Professional Lab Complex	4641.10	0.00	29.53	4611.57	0.00	4611.57
	<b>Total A</b>	<b>32515.50</b>	<b>17932.00</b>	<b>652.72</b>	<b>13980.78</b>	<b>5411.62</b>	<b>8525.42</b>



**Construction Work (Other Projects)**

S.N.	Account Head	A/A & E/S	Paid to CPWD	Other Payments Made	Budget Estimates FY 2016-17	Revised Estimates FY 2016-17	Budget Estimates FY 2017-18
<b>B</b>							
1	Mess and Dining Hall	628.40	482.00	18.09	128.31	128.31	0.00
2	Primary Health Centre	495.19	400.00	13.35	81.84	81.84	0.00
3	Type V Residential quarters	73.11	60.00	0.00	13.11	13.11	0.00
4	Security Barrack	74.91	69.98	2.11	2.82	0.00	2.82
5	External Sewerage System	118.79	100.00	1.43	17.36	17.36	0.00
6	CC Road from Security Barrack to Hall1	115.77	80.00	0.00	15.77	0.00	35.77
7	CC Road from Type V to Core Lab	99.67	94.00	0.00	5.67	0.00	5.67
8	Road Network Phase -1	255.08	240.00	0.00	15.08	0.00	15.08
9	Footpath, Sewerage Line, Water supply & Drains	319.89	200.00	8.45	111.44	111.44	0.00
10	Booster Pump set (Horizontal)	1.66	1.66	0.00	0.00	0.00	0.00
11	Electrical Networking system for Road & Service Network	728.67	100.00	9.69	568.98	618.98	0.00
12	Street Lighting Along Ring Road	122.60	100.00	1.64	20.96	20.96	0.00
13	Basket Ball Court (Indoor)	474.83	416.00	13.86	44.97	44.97	0.00
14	02 No. of Box Culvert Over Nallah (In Zone A & Zone B)	122.10	120.00	6.54	0.00	0.00	0.00
15	Over Head tank	41.17	40.00	0.00	1.17	0.00	1.17
16	RCC Sump well	28.57	13.50	0.00	15.07	0.00	15.07
17	Backside Boundary wall at Nallah	19.90	12.00	0.00	7.90	7.90	0.00
18	Institute Work department Office	99.00	0.00	0.00	99.00	0.00	99.00
19	Director's Residence	136.51	0.00	0.91	135.60	135.60	0.00
20	Site Development near LHTC	99.51	50.00	0.00	49.51	49.51	0.00
21	Institute Entrance Main Gate	65.98	0.00	0.00	65.98	65.98	0.00
22	Ideation Studio & 04 rooms for PG work space near LHTC	885.28	0.00	0.00	885.28	885.28	0.00

S.N.	Account Head	A/A & E/S	Paid to CPWD	Other Payments Made	Budget Estimates FY 2016-17	Revised Estimates FY 2016-17	Budget Estimates FY 2017-18
23	SITC of STP	77.32	0.00	0.00	77.32	77.32	0.00
24	Barbed Wire Fencing to raise height of existing boundary wall	46.06	0.00	0.00	46.06	46.06	0.00
25	Temporary office for Staff at First Floor of Canteen-2	18.99	0.00	0.00	18.99	0.00	0.00
26	Providing and Installation of Passenger cum Goods Lift	32.14	0.00	0.00	32.14	32.14	0.00
27	Submersible Pump at NR-II	3.30	3.30	0.00	0.00	0.00	0.00
	<b>Total B</b>	<b>5184.40</b>	<b>2582.44</b>	<b>76.07</b>	<b>2460.33</b>	<b>2336.76</b>	<b>174.58</b>

**Construction Work Under Institute**

S.N.	Account Head	Actual Expenditure FY 2014-15	Actual Expenditure FY 2015-16	Expenditure from 01/04/2016 to 31/10/2016	Budget Estimates FY 2016-17	Revised Estimates FY 2016-17	Budget Estimates FY 2017-18
<b>C</b>							
1	Other Civil Misc. work	58.92	24.14	0.08	70.00	300.00	650.00
2	Misc. Electrical work	0.00	0.00	0.00	30.00	200.00	250.00
3	DG Set	0.00	0.00	0.00	20.00	20.00	0.00
4	Swachhata Action Plan (STP & other Machineries & equipment)	0.00	0.00	0.00	0.00	300.00	300.00
	<b>Total C</b>	<b>58.92</b>	<b>24.14</b>	<b>0.08</b>	<b>120.00</b>	<b>820.00</b>	<b>1200.00</b>
<b>D</b>	<b>Furniture and Fixture</b>						
1	Furniture & Fixture	112.34	88.81	1.34	650.00	650.00	700.00
	<b>Total D</b>	<b>112.34</b>	<b>88.81</b>	<b>1.34</b>	<b>650.00</b>	<b>650.00</b>	<b>700.00</b>
<b>E</b>	<b>Equipment</b>						
1	Lab Equipment	7.68	29.04	1.69	456.00	650.00	700.00
2	Office Equipment	30.55	12.66	1.45	250.00	350.00	350.00
3	Electric Installation/Air Conditioner	5.61	6.64	1.47	150.00	150.00	200.00
	<b>Total E</b>	<b>43.84</b>	<b>48.34</b>	<b>4.61</b>	<b>856.00</b>	<b>1150.00</b>	<b>1250.00</b>
<b>F</b>	<b>Computer Hardware, Software and peripherals</b>						
1	Hardware	102.85	85.39	0.51	433.25	650.00	705.00
2	Software	48.18	20.27	1.76	213.00	300.00	300.00
	<b>Total F</b>	<b>151.03</b>	<b>105.66</b>	<b>2.27</b>	<b>646.25</b>	<b>950.00</b>	<b>1005.00</b>
<b>G</b>	<b>Library Books &amp; Journals</b>						
1	Books	11.03	14.60	1.20	22.00	24.62	50.00
	<b>Total G</b>	<b>11.03</b>	<b>14.60</b>	<b>1.20</b>	<b>22.00</b>	<b>24.62</b>	<b>50.00</b>
	<b>Grand Total</b>	<b>4669.79</b>	<b>1505.62</b>	<b>9.50</b>	<b>18735.36</b>	<b>11343.00</b>	<b>12905.00</b>