

**Indian Institute of Engineering Science and Technology, Shibpur**  
**Howrah -711 103**

Proceedings of the 9<sup>th</sup> meeting of the Finance Committee of Indian Institute of Engineering Science and Technology (IEST), Shibpur, held online on September 02, 2020, at 3 p.m.

The following members were present:-

1. Dr. Vasudev K. Aatre, Distinguished Scientist & former Secretary, Department of Defence Research & Development and Scientific Adviser to Raksha Mantri and Chairman, Finance Committee IEST, Shibpur
2. Prof. Parthasarathi Chakrabarti, Director, IEST, Shibpur. - Ex-Officio Member, Finance Committee, IEST, Shibpur
3. Shri Anil Kumar, Director (Finance), MHRD, GoI as the representative from Finance Bureau of MHRD as Member, of Finance Committee, IEST, Shibpur
4. Shri Indrajit Kuri, Under Secretary to the Govt. of India, MHRD, GoI as the representative from Administrative Bureau of MHRD as Member of Finance Committee, IEST, Shibpur
5. Prof. P. S. Avadhani, Director, IIIT, Agartala as Member, Finance Committee, IEST, Shibpur
6. Prof. Shyamal Kumar Chattopadhyay, Professor, Dept. of Chemistry, IEST, Shibpur as Member
7. Dr. Biman Bandyopadhyay, Registrar, IEST, Shibpur and ex-officio Member-Secretary, Finance Committee

At the outset, Prof. Dr. Vasudev K. Aatre, Chairperson of the Finance Committee, welcomed the members present in the meeting on online mode. On the request of the Director, he allowed Sri Alok Kumar Maity, Deputy Registrar (Finance), to attend the meeting as Invitee. He then requested the Registrar to place the agenda item-wise.

**Item No.09.01 Confirmation of the Proceedings of the 8<sup>th</sup> meeting of the Finance Committee held on January 17, 2020 at the 'Council Chamber', Main Building, IISc, Bangalore.**

Resolution No. 09.01 :

The proceedings of the 8<sup>th</sup> meeting of the Finance Committee held on January 17, 2020, were circulated amongst the members. As no comments were received from the members on it, the Proceedings of the 8<sup>th</sup> meeting of the Finance Committee were confirmed.

**Item No.09.02 Action taken report on the Proceedings of the 8<sup>th</sup> meeting of the Finance Committee held on January 17, 2020 at the 'Council Chamber', Main Building, IISc, Bangalore.**

Resolution No. 09.02 :

The Finance Committee noted the Action Taken on the Proceedings of the 8<sup>th</sup> meeting of the Finance Committee held on 17.01.2020.

The Chairman pointed out to the representatives from MHRD who were present in the meeting regarding the settlement of pending issues like (i) Pension, (ii) acceptance of Mess employees as regular employees (iii) absorption of the remaining 13 non-teaching allotted government employees, (iv) Re-structuring of the Non-teaching employees and its distribution (v) Final approval of two important projects – 1000 capacity Boys' Hostel and Lecture Theatre Complex, (vi) adjustment of unspent grant available under OH-35 with OH-31 and OH-36 etc. Mr. Anil Kumar, Director (Finance), MHRD, assured that he would look into the matter when the relevant file is presented in the IFD by the Bureau, i.e., Technical Section, MHRD. He also suggested that Director and Registrar may discuss the pending issues with Sri Madan Mohan, DDG, tomorrow before the BoG meeting, if possible.

**Item No.09.03 To consider the Annual Accounts of the year 2019-20 of the Institute.**

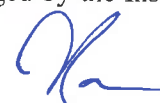
Resolution No. 09.03 :

The Finance Committee considered and recommended the Annual Accounts for the year 2019-20 of IEST, Shibpur for approval of the BoG.

The Finance Committee further directed that from the next year, the Annual Accounts of the Institute be placed before the FC and BoG with the Audit Report by an external Audit Firm to be engaged by the Institute. Mr. Anil







Kumar, Director (Finance), MHRD suggested that from the next year, provision for retirement benefit should be made in accounts after actuarial valuation, and for this purpose, a Valuer may be engaged.

**Item No.09.04 To consider the proposal of procurement of digital aids for the regular faculty members for facilitating online Teaching Learning Resources (TLR) and for the important officials for working from home with an estimated cost of Rs. 1, 86,00,000/-.**

**Resolution No. 09.04 :**

The Finance Committee noted the importance of the online teaching-learning process by the faculty members and also for conducting day to day administrative work from home by the administrative officials due to the changing working environment for the present pandemic situation. The Committee considered the proposal of procurement of digital aids for all the regular faculty members for facilitating online Teaching Learning Resources (TLR) with an estimated cost of Rs.1,86,00,000/- and for laptops for the Deans, Associate Deans, and officials for working from home with an estimated cost of Rs. 30,00,000/- The Committee also considered the necessity for adoption of the Office Memorandum No.08 (34)/2017-EII (A) dated 20.02.2018 issued by GoI, Ministry of Finance, Department of Expenditure for implementation communicated by MHRD, GoI vide letter no. F.No.35-5/2020-TS.III.

After a detailed discussion, FC recommended to the BoG for the adoption of the office memorandum dated 20.02.2018 for implementation and the proposal for procurement of digital aids for all the regular faculty members and laptops for Deans, Associate Deans, and Officials after making suitable provision for funding.

**Item No.09.05 To consider the recommendation of the B &WC regarding the estimates towards renovation of electrical works of workshop of IEST Shibpur, Howrah of amounting Rs.93,36,472/- submitted by Executive engineer, CPWD (Electrical).**

**Resolution No. 09.05 :**

The Finance Committee considered the recommendation of the B &WC regarding the estimates towards the renovation of electrical works of the workshop of IEST Shibpur, Howrah amounting Rs.93,36,472/- submitted by Executive engineer, CPWD (Electrical) and recommended the same to BoG for approval.

**Item No.09.06 To consider the issue regarding mode of advance payment of the Mediclaim policies for the Institute employees.**

**Resolution No. 09.06 :**

The Finance Committee considered the issue regarding the mode of adjustment of advance towards premium paid by the Institute on behalf of the employees against Group Mediclaim Policies with NACL and UICL as per earlier approval of the Board. The FC also noted the observation of CAG in this regard. Considering the health issue in the present pandemic situation, the Committee recommended that recovery of advance may be made in twelve installments like earlier years for this year only. The advance amount of Rs.21,24,306/- paid to NACL and Rs.13,43,296/- to UICL to be recovered from the beneficiaries before renewal in the coming year. It is also recommended that the Institute should approach the Insurance Company to take monthly premiums from the members in place of the entire premium amount at the time of renewal. In case the Insurance Companies refuse to do so, an employee shall have two options. He may opt to pay the whole premium amount in one go or may opt for the payment to be made by the Institute, and he shall make the repayment in twelve equal monthly instalments by adding the interest as applicable. The recommendation of the FC be placed before the BoG for consideration and approval.

**Item No.09.07 To consider the Audit Para regarding non-deduction of Income Tax from the employees against payment of Leave Encashment.**

**Resolution No. 09.07 :**

The Finance Committee considered the Audit Para regarding the non-deduction of Income Tax from the leave encashment of retired employees. The FC recommended that the Institute should take up the issue with the Income Tax Authorities for further clarification and direction. If required, they may take the help of an Income Tax Lawyer. Till receipt of any such clarification or order from the Income Tax Authorities that the employees of centrally funded educational Institutes like IITs/NITs are not eligible to get such benefit, the existing system of non-deduction of tax from the leave encashment shall continue. The recommendation of the FC is to be placed before the BoG for consideration and approval.

**Item No.09.08 To consider the appeal of Sri Subhranshu Kumar Tiwari, a Ph.D scholar, for extension of his scholarship for one year in continuation to his regular 5 years scholarship considering that he is a physically challenged PhD Scholar.**

**Resolution No. 09.08 :**

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The Finance Committee considered the appeal of Sri Subhanshu Kumar Tiwari, a physically challenged Ph.D. scholar, for extension of tenure of payment of his scholarship. It recommended that the extension may be given for one year or till the submission of the thesis, whichever is earlier, as an extraordinary case, and the scholarship has to be provided from the IRG fund of the Institute. This recommendation of FC is for this case only and cannot be used as precedence and has to be placed before the BoG for consideration and approval.

**Item No. 09.09 To consider the proposal for revision of the remuneration of the Temporary Faculty and Visiting Faculty to be recruited through online selection mode.**

**Resolution No. 09.09 :**

The Finance Committee considered the proposal for revision of the remuneration of Temporary Faculty members and Visiting Faculty members to be recruited through online selection mode.

After a detailed discussion, FC recommended to the BoG for approval of the proposed revision of the remuneration of the Temporary Faculty members from Rs. 50,000.00 to Rs. 75,000.00 per month and Visiting Faculty members from Rs. 75,000.00 to Rs. 1,00,000.00 per month and shall be applicable in the case of existing temporary/visiting faculty.

**Item No.09.10 To consider the proposal for engagement of three temporary Doctors to provide 24 hours service in the Institute Hospital including holidays and weekends.**

**Resolution No. 09.10 :**

The Finance Committee considered the proposal for the engagement of three temporary Doctors. After a detailed discussion, FC resolved to recommend to the BoG for the hiring of 3 doctors temporarily with the remuneration of Rs. 70,000/- per month per doctor for one year only to provide 24x7 service with the remark that the expenditure shall be met out from the same head from which the payment is currently made to hired doctors through the agency.

**Item No.09.11 To consider the proposal of relaxation of various fees (other than tuition fees) proposed to be given to the students.**

**Resolution No. 09.11 :**

The Finance Committee considered the proposal of relaxation of various fees (other than tuition fees) proposed to be given to the students and recommended it to BoG for approval.

**Item No.09.12 To consider the request from some students for condonation of their tuition fee in view of loss of their family earning due to pandemic situation for COVID-19.**

**Resolution No. 09.12 :**

The Finance Committee considered the request from some students for condonation of their tuition fee because of loss of their family earning in the COVID-19 pandemic situation. The Committee discussed the issue and observed that the tuition fee is decided by the Council and the matter does not fall in the purview of FC. The FC however, suggested that the Institute may send a request to the Ministry for consideration with the approval of the BOG.

**Item No. 09.13 To consider the proposal of availing 10 Gbps internet leased line at an estimated amount of Rs. 18,05,000/- (subject to revision) from National Knowledge Network (NKN) for the Institute.**

**Resolution No. 09.13 :**

The Finance Committee considered the proposal of availing 10 Gbps internet leased line at an estimated amount of Rs.18,05,000/- (subject to revision) from National Knowledge Network (NKN), including installation charges and cost of terminal equipment, if required as on actual for the Institute and recommended it to BoG for consideration and approval.

**Item No.09.14 To note the following agenda.**

1. To note the proceedings of the 5<sup>th</sup> meeting of the B & WC held on June 02, 2020.
2. To note the transfer of accumulated savings of erstwhile BESU as a Corpus Fund of the Institute

**Resolution No. 09.14.1 :**

The Finance Committee noted the proceedings of the 5<sup>th</sup> meeting of the B & WC held on June 02, 2020.

**Resolution No. 09.14.2 :**







The Finance Committee noted the transfer of accumulated savings of the Institute amounting to Rs.45,23,73,222/- before its conversion to IEST, Shibpur as a Corpus Fund of the Institute duly approved by the Director on the recommendation of the Institute Budget Committee.

**Additional Item No. 09.15.01 To consider the payment of Transport Allowance to the Director, IEST, Shibpur.**

**Resolution No. 09.15.01 :**

The proposal regarding payment of Transport Allowance to the Director of the Institute during the pandemic period for non-using the institute car was placed by the Registrar. In view of possible conflict of interest, the Director abstained from the meeting with the permission of the Chairperson.


The FC discussed the issue in detail. After the discussion, considering that in the present pandemic situation Director opted for using his own self-driven car and Institute is also not engaging the hired car earmarked for the Director during this period for which Institute would have to pay a rent of about Rs. 60,000/- every month. The Finance Committee recommended that the benefit of Transport Allowance to the Director may be extended as per the Clause 2(iv) of Order No.21/5/2017-E.II(B) dated 07.07.2017 for the period from April 01, 2020 to December 31, 2020.

This is to be placed before the BoG for approval.

There being no other items, the meeting ended with a Vote of Thanks to the Chair.



(Prof. Parthasarathi Chakrabarti)  
Director, IEST, Shibpur



(Dr. Biman Bandyopadhyay)  
Ex-Officio Member Secretary, Finance Committee &  
Registrar, IEST, Shibpur

Approved



(Dr. Vasudev K. Aatre)  
Distinguished Scientist & Former Secretary,  
Department of Defence Research & Development and Scientific Adviser to Raksha Mantri  
Chairman, Finance Committee, IEST, Shibpur