

Accounts Section

**SHAHEED BHAGAT SINGH
COLLEGE OF ENGINEERING & TECHNOLOGY
MOGA ROAD FERROZEPUR**

**AGENDA
THE TWELVETH MEETING OF THE FINANCE COMMITTEE**

Venue : Office of the Secretary
Government of Punjab
Department of Technical Education &
Industrial Training, *Room No. 214, 2nd floor*
Pb. Mini Secretariat, Sector-9,
Chandigarh.

Date : ~~13-9-2004~~

Time : ~~11.00 AM~~

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CONSTITUTION OF THE FINANCE COMMITTEE

1. *Proposed*
Secretary to Govt. of Punjab,
Deptt. of Technical Education &
Industrial Training **Chairman**
2. Principal Secretary to Govt. of Punjab,
Deptt. of Finance
or his representative
(not below the rank of Jt. Secretary) **Member**
3. Director,
Technical Education &
Industrial Training, Pb. **Member**
4. Principal,
Shaheed Bhagat Singh College
of Engg. & Tech. Ferozepur. **Member**
5. Registrar,
Shaheed Bhagat Singh College
of Engg. & Tech. Ferozepur. **Member-Secretary**

Item No.12.1 Confirmation of proceedings of the Eleventh Meeting of the Finance Committee.

The proceeding of the 11th meeting of the Finance Committee held on April 7,2003 were circulated to the members of the committee for information and comments if any, vide memo No.SBSCEI/FZR/FC/38 dt. 2/5/2003. Annex.A-2 pp.62 to 67.

No comments have been received from any of the members , and Minutes duly approved by PSTE/IT. The proceedings are placed before the Finance Committee for confirmation please.

Item No.12.2 To report the action taken on the decisions of 11th meeting of the Finance Committee.

Decision: The proceedings of 10th meeting of the Finance Committee held on 25th March, 2002 were confirmed.

Action: No action called for.

Item No.11.1 Confirmation of the proceedings of 10th Meeting of the Finance Committee

Decision: Proceedings confirmed ; however it was desired that the Committee may meet somewhat more often, say after about 06 months, or so.

Action: The Committee is now meeting within 5-6 months, as decided.

Item No.11.2 To report for the action taken on the decisions of 9th & 10th Meetings of the Finance Committee.

Decision: Actions taken on the decisions of the 10th Meeting of the Finance Committee as reported by the Principal were noted.

Sub Items 9.12(ii) & (iv) of 9th Finance Committee : The Committee was apprised about the conflicting representations given by the Lab. Assistants working in the Laboratories, which impeded the implementation of the decision of Item No.9.12(ii). As a consequence of this, the decision of the Item No.9.12 (iv) could also not be implemented. Consequently, this item was separately discussed in the 11th meeting under the Agenda Item "Any Other Item" with the permission of the Chair {Item No.11.23(b)}, wherein it was decided that the issue of two nomenclatures as well as that of the promotion criteria for Junior Technician to next higher post in Engg. Departments/Sciences {Item No.10.23(b)} should be referred to the Principals' Committee for appropriate recommendations. Only after the receipt of appropriate recommendations of the Principals' Committee, this issue was to be again put-up in the meeting of the Finance Committee.

Item 10.8, regarding implementation of revised career promotion scheme for teaching faculty: This Item was referred to the Principals' Committee constituted by STE/IT to give joint recommendations.

Action: The issue of two nomenclatures as well as the promotion criteria for Junior Technician to next higher posts in Engg. Departments/Sciences {Item No.10.23(b)} could not be taken up/decided in the Principals' Committee till date. The same shall be put up in the next meeting of F.C. after receiving appropriate joint recommendations of the Principals.

Regarding implementation of revised career promotion Advancement Scheme for teaching faculty , joint recommendations dt. 27.04.03 have

already been made by the Principals' Committee and submitted to Hon'ble STE (vide this office No.SBSCET/FZR/732 dt.04.06.03) on dt.05.06.2003 and these are now pending with the STE/State Govt. for their final approval and implementation.

Item No.11.3 Approval of Budget Estimates for the year 2002-2003

Decision: The item was noted and approved.

However, it was desired in the 11th meeting that the Budget for the Financial Year 2003-04 may be prepared immediately and submitted to the Chairman of Finance Committee. It was further desired that the proposed budget of FY 2003-04; may now include the ACTUAL figures for the last Financial Year(2002-03); Balance Sheet and Accounts audited by the Chartered Accountant for 2002-03 may also be put up / included alongwith.

Action: As per above decision, the Final Budget for Financial Year 2003-2004 alongwith Balance Sheet & Accounts audited by the C.A. for the last Financial Year (2002-2003) have already been submitted to the Hon'ble STE/IT on dt. 18.08.2003, in person.

However a copy of the same (i.e, Budget for 2003-2004) in terms of the decisions of the Agenda Item No.11.3 as stated above, is again placed on record for ready reference (vide Agenda Item No.12.3).

Item No.11.4 Approval for the rate of Interest Payable on CPF/GPF to the College Employees.

Decision: 9% rate of interest was approved for the Financial Year 2002-03 . Chairman, Finance Committee, however, had informed that he in consultation with the Provident Fund Commissioner, Govt. of India, shall decide the broad policy issue for all the Govt. managed Engineering Colleges, for the future & the same would be intimated by the Chairman in due course.

Action: 9% rate of interest implemented for the Financial Year 2002-2003.

Chairman Finance Committee (STE/IT) has to decide the broad policy Issue for Govt. Managed Engg. Colleges for the future in consultation with the Provident Fund Commissioner of Govt. of India and the same is yet awaited.

Item No.11.5 Revision of Basic Pay criteria for the purpose of Promotion/Selections of staff.

Decision: This item was approved. However, it was desired that formal approval from the BOG(Chairman BOG, in anticipation of its approval by the BOG) may be taken in due course of time.

Action: All the decisions (including for this Agenda Item No.11.5) of the 11th meeting of Finance Committee were put up before the Hon'ble Chairman

BOG, who has very kindly approved the same, in anticipation of approval by the BOG.----Annex. A1 & A2 pp 60-67.

Item No.11.6 Review of Reorganisation Case.

Decision: The case was discussed threadbare and the committee felt that out of the 05 posts of Supdt. Grade-II, the promotion quota, which comes out to be 2.5 Nos. as per College Bye-Laws, be rounded off to 03 Nos. and it should be filled up by promotions. Subsequently, after reviewing the position & the working for a reasonable period of time, a proposal may again be brought-up before the Finance Committee.

The Committee agreed that the qualifications and experience for promotion of Senior Assistant to the post of Supdt. Grade-II, shall ONLY be as stated at Sr.No.2 in this Agenda Item, since the Senior Assistant Grade Examination stood abolished w.e.f 1992.

The above promotions shall be subject to the condition that all ACRs of the employee(up-to-date) are satisfactory and the last three must be good.

Action: The decision shall be implemented subject to the determination of Inter-Se-Seniority of the Senior Assistants in this College. A committee was constituted for the purpose, which included the representative from DTE/IT Office as well as of the GZSCET, Bathinda. The recommendations of the committee have already been handed over in person to Hon'ble STE/IT on 05-06-2003 (vide this office letter No.619 dt.2.06.2003) for their final approval. As soon as the approved recommendations for deciding the Seniority are received from the State Govt./or from the DTE/IT, the decision taken in Item No. 11.6 shall be implemented.

Item No.11.7 Promotion criteria for library staff.

Decision The item was approved.

Action Decision was implemented vide Office Order No.1526-29, 1530-33, 1534-37dt.7.7.03. (copy placed as Annex. A3toA5 page no.68-70.)

Item No.11.8 Promotion Policy for Administrative Staff

Decision The item was withdrawn by the Principal, ONLY upon the asking of two groups of Employees of this College. However, the Finance Committee considered this item also, and decided as follows:

As per decision, this Item was to be subsequently put up after collecting the information from other Govt. managed Engineering Colleges in the State and after having obtained the recommendations of the Committee of all the Principals, already constituted by the STE/IT for a uniform Policy in all the state managed Engineering Colleges.

Action The item has now again been placed before the Committee vide Agenda Item No.12.4. after obtaining the joint recommendations of the Principals' Committee. (Annex. A6 pp 71.)

Item No.11.9 Qualifications & Experience for the promotions of Administrative Staff.

Decision This Item was also withdrawn by the Principal, ONLY upon the asking of two groups of Employees of this College. However, the Finance Committee considered this Item also, and decided as follows:

As per decision, this Item was to be put up subsequently after collecting the information from other Govt. managed Engineering Colleges in the State and after having obtained the recommendations of the Committee of all the Principals, already constituted by the STE/IT for a uniform Policy in all the state managed Engineering Colleges.

Action The Item is now again being placed before the Committee vide Agenda Item No.12.5 after obtaining the joint recommendations of the Principals' Committee ..(Annex. A-6 pp 71)

Item No.11.10 Re-Employment of Retired persons.

Decision This item was approved. However, a formal approval from the BOG(Chairman BOG, in anticipation of its approval by the BOG) was to be taken in due course of time.

Action: All the decisions (including for this Agenda Item No.11.10) of the 11th meeting of Finance Committee were put up before the Hon'ble Chairman BOG, who has very kindly approved the same, in anticipation of approval by the BOG.--Annex. A1 & A2 pp 60-67.

Item No.11.11 Recruitment of Staff/ Faculty on Contract basis.

Decision: Item was approved for teaching staff at all levels (i.e. Lecturers, Assistant Professors and Professors).

Action All the decisions (including for the Agenda Item No.11.11) of the 11th meeting of Finance Committee were put up before the Hon'ble Chairman BOG, who has very kindly approved the same, in anticipation of approval by the BOG. ---Annex. A1 & A2 pp 60-67.

Item No.11.12 Fixation of salary at Rs. 14940/- after completion of 5 years service as Assistant Professor.

Decision This item was noted. The Principal was advised to take this and similar other matters before the Committee of Principals, already constituted for uniform recommendations to the FCs/ BOGs of all the Govt. managed Engg. Colleges.

Action: The Item was taken up before the Principals' Committee & it has been approved by the Principals' of all the state Engg. Colleges (i.e. Ferozpur,

Gurdaspur, Malout, Bathinda). The joint recommendations of Principals' Committee(vide this office No. SBSCET/FZR/738 dt.04-06-03) have already been submitted in person to the Hon'ble STE on dt.05.06.2003.

✓ **Item No.11.13 Pay fixation of Training & Placement Officer, Workshop Supdt. / System Analyst, Forman Instructor (Asstt. Workshop Supdt.) and Computer Programmer.**

Decision: It was decided that an offer to fix the pay of the concerned incumbents in this College [Workshop Supdt. & Forman Instructor (i.e. Asstt. Workshop Supdt.)] in the pay scales of Rs.12000-18300 and Rs.8000-13500 resp. be made to the concerned incumbents, subject to the conditions that the arrears of pay/salary shall be deemed not to have accrued.

The consequential action shall be taken only after receiving their unconditional consent, and in the absence of their unconditional consent, the offer shall be deemed to have lapsed.

Action: Decision was conveyed to the Workshop Supdt.(retired) Mr.M.Poddar and Foreman Instructor(Workshops) Mr. Jasvir Singh Tiwana (who has already resigned from SBSCET and is now working at GZSCET Bathinda). While Mr. Poddar has refused the offer of the State Govt. and has claimed arrears as per rules but Mr. Jasvir Singh Tiwana has accepted the offer of the 11th Finance Committee vide his letter dt. 29.08.2003. Detailed replies of Mr. M. Poddar, W/Shop Supdt. and Sh. Jasvir Singh Tiwana, Foreman (Asst. W/Shop Supdt.) have been discussed in detail as a separate Agenda Item No.12.6.

Item No.11.14 Shifting of Posts in the new Branches of Electronics & communication Engg. & Electrical Engg.

Decision: This item was approved, subject to the clear stipulation that no new post is to be created, ab initio.

Action: All the decisions (including for this Agenda Item No.11.14) of the 11th meeting of Finance Committee were put up before the Hon'ble Chairman BOG, who has very kindly approved the same, in anticipation of approval by the BOG. ---Annex. A1 & A2 pp 60-67.

Item No.11.15 Maintenance of residential Buildings.

Decision The Principal was advised to create a suitable expenditure provision in the Budget of 2003-04 for maintenance of buildings.

However, it was further advised to ensure that, in any case, the expenditure, would not be more than what was allowed under PWD B&R norms, and the quality norms of the PWD B&R would be followed.

Action: Head for Maintenance of Buildings has been created as per PWD B&R norms.---Annex.-A7 pp 72-74 and funds have been earmarked for the same in Budget for FY 2003-2004 (Item No.12.3, pp 15-43)

Item No.11.16 Review of Promotion Percentage in respect of Class IV Employees (Lab. Attendants / Workshop attendants & Peons) 15% Promotion Policy was decided in the 9th meeting of Finance Committee of the College vide item No.9.12 (i & iii).

Decision: In the review, it was decided to ascertain from the concerned employees:

- i) that whether the Peons wanted to have 15% promotion quota and the prescribed tests (as approved for the posts of clerks for this college) to be passed by them within a period of one year from the date of promotion (i.e. Govt. Model)

OR

Alternatively, whether they would desire to have 50% promotion quota but the prescribed tests (as approved for the posts of clerks of this college) would then have to be passed by them, before being promoted (College rules)

- ii) Lab Attendants/ Workshops Attendants would have 15% promotion quota to become Junior Technicians in Laboratory/Workshop with 05 years practical experience in this College, as Lab Attendants/ Workshop Attendants.

OR

Alternatively, whether they would desire to have 50% promotion quota to become Junior Technicians in Laboratory/ Workshop but they would then have to pass ITI alongwith 05 years experience in this College, as Lab Attendants / Workshop Attendants (or, Diploma alongwith 3 years experience in this College as Lab Attendants/ Workshop Attendants).

The Peons and Lab. Attendants were also directed vide this decision to give their consensus decision, otherwise the Finance Committee would decide the issue in the next meeting (ie, in the 12th meeting)

Action: Office Order No. 1564 dt. 9.7.03 (to Peons) and No.1565 dt.9.7.03 (to Lab. Attendants) were issued directing them to give their consensus decision as per aforesaid decision of the Finance Committee..(refer. Annex.F-7 pp 126 & Annex. F 22 pp 141. But Peons and Lab Attendants, both, have not given the required consensus decision and they have given their differing/varying views individually. Copies of their individual views/reactions are placed as Annex. F (8 to 21) page No 127 to 140...(for Peons) and Annex. F (23 to 31) page No 142 -150, (for Lab Attendants).

The matter is therefore again being placed before the Finance Committee vide Agenda Item No.12.7 to decide the issue.

However Workshop Attendants (who are in the pay-scale of Rs.2720-4260) have given their consensus decision in writing, to consider their promotion cases under the option of 50% quota as per decision of the FC in its 11th meeting. Hence this option has duly been implemented for them, and they stand promoted as Junior Technicians (Workshop) in the pay-scale of Rs.3120-5160.

Item No.11.17 Review of inter-se-seniority due to conversion of Posts of Caretaker/Asstt. Store keeper into the Posts of Clerical cadre.

Decision: This item was also withdrawn by the Principal, ONLY upon the asking of two groups of Employees of this College, and was to be put up in the next meeting,

Action: The same Item is now again being put up before the Committee vide Agenda Item No.12.8.

Item No.11.18 Grant of Ex-gratia Increments to Prof. R.P.Singh Suker-Chakia, Principal, SBSCET, Ferozpur after superannuation of the pay scale. (Note: The Principal withdrew, when this Item was discussed)

Decision The Chairman informed that this matter had been consigned to the Principals Committee, for suitable recommendations.

Action: Joint Recommendations dt.18.5.203 of the Principals' and of the ADTE&IT had been put up before the Hon'ble STE on dt. 05.06.2003. The same have been approved by Hon'ble TEM vide Endst No. 18/25/02-STE2(part)/3916 dt. Chandigarh, 10.9.03 and duly implemented in this College.

Item No.11.19 Reorganisation of Technical Posts

Decision: The item was withdrawn by the Principal, ONLY upon the asking of two groups of Employees of this College. However, the Finance Committee considered this item also, and decided as follows:

As per decision, the Item was to be put up subsequently after collecting the information from other Govt. managed Engineering Colleges in the State and after having obtained the recommendations of the Committee of all the Principals, already constituted by the STE/IT for a uniform policy in all the State Managed Engineering Colleges.

Action: The Item is now again being placed before the Committee vide Agenda Item No.12.10 after obtaining the joint recommendations of the Principals' Committee.

Item No.11.20 Revised Slab structure for House Allotment due to revision of Pay Scales.

Decision: The item was withdrawn by the Principal upon the asking of a group of employees on behalf of Association, but he was advised by the Finance Committee to put it up again in the next meeting.

Action The Item is again being put up before the Committee, vide Agenda Item No. 12.11 as decided in the 11th meeting of Finance Committee.

Item No.11.21 Authorization to Principal to write off/dispose of unserviceable items at his own level

Decision: Item was approved, provided that a nominee of the DTE & IT shall also be taken on the Committee. The committee may meet, as and when it is deemed necessary.

Action: Decision implemented vide office order No.SBSCET/FZR/2672 dt.20-8-2003 (Copy placed as Annex. A-8 pp75).

Item No.11.22 Approval for revision of Pay Slabs for Lab. Assistants.

Decision: The item was withdrawn by the Principal, ONLY upon the asking of two groups of Employees of this College.

However it was decided in the meeting to put up this Item subsequently after collecting the information from other Govt. managed Engineering Colleges in the State and after having obtained the recommendations of the Committee of all the Principals, already constituted by the STE/IT for a uniform policy in all the State managed Engineering Colleges.

Action: The Item is now again being placed before the Committee vide Agenda Item No.12.12 after obtaining the joint recommendations of the Principals' Committee.

Item No.11.23 Any other Item with the permission of the Chair

Item No.11.23(a) Regarding total period of Casual Leave
Decision Item was approved.

Action: Decision implemented vide Office Order No.3179 dt.5.9.2003 (copy placed at Annex. A-9 pp76)

Item No.11.23(b) Clarification regarding the two designations for the same responsibilities and the same post.

Decision: The committee decided that the issues of two nomenclatures as well as the promotion criteria for Junior Technician to next higher posts in Engineering Departments/ Sciences, may also be referred to the Principals' Committee: which may give appropriate recommendations.

However, it was informed to the 11th Finance Committee that Office Order for the re-designation of Skilled Assistants to Junior Technicians in the Workshops was to be issued shortly, as all the Skilled Assistants had already given their consent for changing their designation to Junior Technician.

Action: The issues of (i) two nomenclatures, as well as of the(ii) promotion criteria for Junior Technician to next higher posts in Engineering Departments/ Sciences have already been discussed earlier also in the Action Taken Report, under Item No.11.2. The issues stand deferred and these shall be put up in the next meeting of Finance Committee after receiving the

appropriate recommendations of the Principals of all State Managed Engg. Colleges.

However, Office Order No.1566 dt.9.07.2003 was issued to all the **Skilled Assistants** (who are in the pay scale of Rs. 3120-5160) to change their nomenclature to **Junior Technician (Workshop)** [copy placed as Annex. A-10 pp77)

Item No.11.23 Permission to Fill-up some Administrative Posts at Sr. Level

Decision: It was decided in the first instance that the post of Dy. Registrar may be attempted to be filled in by deputation. If however a suitable candidate does not become available, an Advertisement for direct recruitment may be issued with the prior approval of Chairman, Finance Committee.

Action: An advertisement to fill up the required posts on deputation basis was published in the Newspaper (The Tribune on dt.15.06.2003). The process of the above is in progress

Item No. 12.3 Approval of Budget Estimate for the year 2003-2004.

The budget estimate for the financial year 2003-04 have been prepared keeping in view the requirements of the college especially for the construction of unavoidable buildings, purchase of machinery/equipment and to provide other 'essential facilities' and infrastructure, so as to efficiently conduct the academic curriculum and other co-curricular activities of the college, as per the AICTE norms

The college is currently running following 8* (Eight) AICTE approved courses :

- 1) Computer Sci. & Engg.
- 2) Mechanical Engg.
- 3) Production Engg.
- 4) Chemical Engg.
- 5) Electronics & Comm. Engg.
- 6) Electrical Engg.
- 7) Industrial Engg.*
- 8) Material Science & Engg.*

All these courses have been approved by AICTE subject to creation of necessary facilities and infrastructure. Due to non-receipt of sufficient funds /Grant-in-aid from the Punjab State Govt. the construction of buildings and purchase of relevant machinery and equipment have been totally stalled. The academic activity related to Laboratory class demonstration and training which is so vital, essential, and crucial to professional education is suffering irreparably at the cost of academic health of the students, for want of sufficient funds. Funds are urgently needed to meet the necessary requirements of buildings and machinery.

It is further added that due to non-receipt of adequate Grant-in-aid this college has utilized the 'other funds' related with the students to the tune of Rs.138.77 lacs (p.20) from other accounts, like, Student Activities, University, Hostel dues, Misc. Funds etc. to meet the unavoidable, recurring and other important expenditures of the college. This is legally not permissible, and A.G. Auditors have already objected to it (refer regarding diversion of funds p-78-79 Annex.B-1). A copy of the minutes regarding approval of estimated expenditure for the year 2002-03 is placed at pp.4 & 5 (Action taken report) vide Item no.11.3 ; however the college did not receive even a single paisa as Non-recurring component of grant in the year 2002-03.

Total strength of the students in the year 2003-04 is 948 against the sanctioned intake of 1070 for the year . The expected income of the college if all seats would have been filled up would have been, Rs.430.00 lacs but the Govt. has imposed the cut presuming all seats having been filled up, but the position is not like that.

*These courses shall stand totally discontinued after 2005.

It is stated here that adequate grants were not released to the college w.e.f. year 1996-97 till 2002-03. The work of the college has suffered badly due to non-availability of funds. The case for releasing of funds to meet the essential academic requirements, as per the AICTE norms (i.e. construction of the unavoidable and essential buildings and to purchase the machinery equipment) was also placed before the Board of Governors during its 4th meeting held on dt. 14.5.98 at Chandigarh.

It is further added that the sanction of Rs.203.00 lacs as balance amount of grant-in-aid for the year 2000-01 was accorded by the State Govt. vide Endst. No1100-04 dt. 30.3.2001 (ref. Annex.B-2 pp.80-82) but this amount has also not been received by the college.

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The proposed expenditure during the year 2003-04 is Rs.1976.27 lacs (ref. pp.) including the total additional demand (N.R.) of Rs.1048.00 lacs (refer Summary of proposed receipts, p.19 for the year 2003-04; p.17^(B) for total Non-recurring expenditure,). These estimates have been prepared keeping in view the urgent requirements of buildings, machinery / equipment and other essential amenities (ref. p. 20-22)

The budget estimates for the financial year 2003-04, are placed before the Finance Committee for its consideration, and necessary approval please.

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SBS CET/FZR/ACCT/
dl 2858 dt 14/8/03

To.

The Secretary,
Technical Education & Industrial Training, Punjab
Room No.426, 4th Floor,
Mini Secretariat
Sector 9,
Chandigarh.

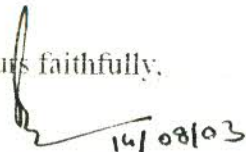
Subject : Budget estimate for the year 2003-2004.

Enclosed please find herewith budget estimate for this college for the year 2003-2004. The budget estimate is prepared keeping in view urgent needs of the college and in view of the fact that sufficient funds were not allotted to the college during the previous years.

You are requested to take up steps for getting maximum grant allocated to the college for the year 2003-2004.

The budget is sent to you directly instead of putting in the ^{12th} ~~11th~~ meeting of Finance Committee, in compliance to the decision in the Agenda Item no.11.3 of 11th meeting of Finance Committee held on 8.4.2003.

Yours faithfully,


14/08/03
PRINCIPAL

Encl.: 28 pages.

1. Summary of budget estimate for the year 2003-04.
2. Budget estimate for the year 2003-04.
3. Summary of Anticipated Receipts 2003-04
4. Schedule of building for the year 2003-04
5. Schedule of Machinery & Equipments
6. Schedule of other facilities
7. Justification for Expenditure for the year 2003-04
8. B.M.-10
9. Balance sheet for the year 2002-03 duly attested by C.A.

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Summary of Budget Estimate for the Year 2003-2004

Particulars

EXPENDITURE

A. Non-Recurring

Proposed Expenditure 397.77 (Refer Non-Recurring Expdt. for the year 2003-2004 on p 2 ,column 7)

Additional Demand Urgent 1048.00 (Refer Non-Recurring Expdt. for the year 2003-2004 on p 2 ,column 8)

B. Recurring

530.5 (Refer Recurring Expdt. for the year 2003-2004 on p. 3 under column 7)

Total: 1976.27

C. Receipts

1976.27 (Refer proposed receipts for the year 2003-2004 , p.4)

D. Deficits

-Nil-

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SCHEDULE OF NEW EXPENDITURE(SNE)FOR THE YEAR 2003-2004

| SOE | Amount as per Project Report based on the year 1994 (I) | Actual Expdt. (total)incurred upto 31-3-2002 (II) | Approved Budget estimate for the year 2002-2003 including "Additional demand" Put up before F.C on 25.3.02 (III) | Actual Expdt. for the year 2002-03 (IV) | Total(Actual) Expdt. w.e.f. 1994 till 31-3-03 (V=II+IV) | Proposed Budget estimate for the year 2003-2004 (based on income. likely to accrue to the college) (VI) | Additional demand for urgent Expdt. For the year 2003-2004 (For which funds are not avail- able with the college) (VII) |
|---|--|--|---|--|--|--|--|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| (A) Non Recurring(for detail see pp 8 to 10 | 3633.00 | 3285.8 | 1428.00 | 62.04 | 3348.84 | 397.77 | 1048.00 |
| 1.Land | 300.00 | 686.87 | 0.00 | 0.81 | 688.68 | -Nil- | -Nil- |
| 2.Building & Development Works(pp5 & 08) | 2168.00 | 2303.98 | 790.00 | Nil | 2303.98 | 110.00 | 690.00 |
| 3.Machinery and Equipment(pp 6 & 9) | 875.00 | 174.86 | 370.00 | 2.08 | 176.94 | 117.00 | 295.00 |
| 4.Other facilities(pp 7 & 10) | 290.00 | 120.09 | 95.00 | 1.01 | 121.10 | 32.00 | 63.00 |
| 5.Other liabilities (Refund of funds used from the other heads standing against the college as on 31-3-2003) | - Nil- | - Nil- | 173.00 | 68.14 | 68.14 | 138.77+ | - Nil- |
| TOTAL | 3633.00 | 3285.8 | 1428.00 | 62.04 | 3348.84 | 397.77 | 1048.00 |
| B (a) Recurring | 260.00 | 689.82 | 394.50 | 216.14 | 962.29 | 364.50 | -Nil- |
| 1. Pay & Allowances(pp 11, 15-27) | 260.00 | 683.27 | 390.00 | 214.80 | 954.43 | 360.00 | -Nil- |
| 2. TA/DA & LTC(p.11) | - Nil- | 5.72 | 3.50 | 0.77 | 6.46 | 3.50 | -Nil- |
| 3. Medical Reimbursement(p 11) | - Nil- | 0.83 | 1.00 | 0.57 | 1.4 | 1.00 | -Nil- |
| Total B(a) | 260.00 | 689.82 | 394.50 | 216.14 | 962.29 | 364.50 | -Nil- |

+Other Liabilities are on account of FUNDS utilised from other accounts due to non-receipt / or insufficient receipt of Grant-in-Aid. from the Govt.This amount is to be reimbursed to other Heads .

* Proposed budget is 15% over and above the budget for financial year 2002-2003. As the funds were not received last year. so the same money has again been demanded for the same expenditure with 15% extra due to escalation in price index.

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SCHEDULE OF NEW EXPENDITURE(SNE)FOR THE YEAR 2003-2004

| SOE | Amount as per Project Report based on the year 1994 (I) | Actual Expd. (total) incurred upto 31-3-2002 (II) | Approved Budget estimate for the year 2002-2003 including "Additional demand" Put up before F.C on 25.3.02 (III) | Actual Expd. for the year 2002-03 (IV) | Total(Actual) Expd. w.e.f. 1994 till 31-3-03 (V=II+IV) | Proposed Budget estimate for the year 2003-2004 (based on income, likely to accrue to the college) (VI) | Additional demand for urgent Expd. For the year 2003-2004 (For which funds are not available with the college) (VII) |
|---|--|--|---|---|---|--|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| B(b) Other Contingencies | 30.00 | 250.91 | 149.35 | 75.43 | 320.53 | 166.00 | -Nil- |
| 1. Water and Electricity(p 12) | | 85.13 | 36.00* | 28.87 | 114.00 | 40.00* | -Nil- |
| 2. Telephone(p12) | | 3.59 | 3.00* | 1.05 | 4.64 | 3.00* | -Nil- |
| 3. Vehicle and Maintence(p 12) | | 9.89 | 4.00* | 2.08 | 11.97 | 4.00* | -Nil- |
| 4. Advertisement(p 13) | | 3.00 | 2.00* | 2.26 | 5.25 | 4.00* | -Nil- |
| 5. Raw Material(p 13) | | 3.13 | 4.00* | 0.65 | 3.77 | 4.00* | -Nil- |
| 6. Printing and Stationery(p 13) | | 6.75 | 4.00* | 3.23 | 9.98 | 4.00* | -Nil- |
| 7. TA/DA and Hon. to Experts(p 13) | | 0.56 | 1.00* | 0.07 | 0.63 | 1.00* | -Nil- |
| 8. Office Expenditure(p 13) | | 1.53 | 1.50* | 0.40 | 1.93 | 1.50* | -Nil- |
| 9. Horticulture and Land Scaping(p 13) | | 0.47 | 1.50* | 0.27 | 0.94 | 1.50* | -Nil- |
| 10. Newspaper and periodicals(p 13) | | 1.27 | 1.00* | 0.36 | 1.63 | 1.00* | -Nil- |
| 11. Postage and Telegrams(p 13) | | 0.97 | 0.35* | 0.47 | 1.44 | 1.00* | -Nil- |
| 12. Entertainment to guests/meetings(p 13) | | 0.69 | 1.00* | 0.13 | 0.82 | 1.00* | -Nil- |
| 13. Maintenance of existing building(p 14) | | 51.43 | 20.00* | 10.08 | 61.51 | 25.00* | -Nil- |
| 14. Purchase of Medicines(p 13) | | 0.63 | 2.00* | 0.08 | 0.71 | 2.00* | -Nil- |
| 15. Liveries & Uniforms(p 13) | | 0.41 | 2.00* | nil | 0.41 | 2.00* | -Nil- |
| 16. Reimbursement of books to teachers(p13) | | 0.88 | 2.00* | nil | 0.88 | 2.00* | -Nil- |
| 17. College function(p13) | | 0.04 | 3.00* | 0.02 | 0.06 | 3.00* | -Nil- |
| 18. Freeship to Students(p.13) | | 19.26 | 25.00* | 9.41 | 28.67 | 25.00** | -Nil- |
| 19. Security of Campus/Hot./House keeping(p 14) | | 41.02 | 15.00* | 13.79 | 54.82 | 20.00* | -Nil- |
| 20. Maint. Of Machinery & Equipments(p 13) | | 12.18 | 8.00* | 1.61 | 13.79 | 8.00* | -Nil- |
| 21. Interest Bearing Loan Scooter, Car(p 13) | | -Nil- | 2.00* | nil | nil | 2.00* | -Nil- |
| 22. Conference Seminar & Membership fee(p13) | | 0.71 | 1.00* | 0.50 | 1.21 | 2.00* | -Nil- |
| 23. Insurance of Equipment & Vehicle(p13) | | 1.37 | 3.00* | 0.10 | 1.47 | 3.00* | -Nil- |
| Total of B(b) | | 250.91 | 136.35 | 75.43 | 320.53 | 166.00 | -Nil- |
| Total B (a+b) | 290.00 | **940.73 | 530.85 | 291.57 | **1282.82 | 530.5 | -Nil- |
| Grant Total (A+B) | ***3633.00 | ***3285.80 | 940.35 | 353.61 | ***3348.84 | 928.27 | 1018.00 |

**Total for recurring expenditure for one year

***Total of Non-recurring expenditure is progressive

+ This fund if not used, shall be diverted to procurement of Lab. Infrastructure (i.e. Development fund).

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SUMMARY OF ANTICIPATED RECEIPTS

| | Proposed Receipt 2002-03 | Actual Receipt 2002-03 | Proposed Receipt 2003-04 | Remarks |
|--|--------------------------------|------------------------------|--------------------------------|---------|
| A. Opening Balance | 93.35 | 72.81 | 62.27 | |
| B. I) Grant-in-aid allocated by State Govt. | 235.00 | nil | 220.00 | |
| II) Grant-in-aid under Special Component | -Nil- | nil | nil | |
| C. Bank Interest | 4.00 | 4.33 | 5.00 | |
| D. Fees | 397.50 | 309.82 | 430.00 | |
| E. Misc. receipt (Sale of Forms, Rent, & Elect.) transportations, furniture rent & NPP etc.) | 8.00 | 9.65 | 8.00 | |
| F. Loan from other heads (re-payable) | -Nil- | 23.91 | | |
| G. Grant-in-aid related to the previous year 2000-2001 (Sanction released but funds actually not received) | 203.00 | -Nil- | 203.00 | |
| H. Additional demand urgent Other repayable | 1018.00 | -Nil- | 1048.00 | |
| | -Nil- | 14.63 | nil | |
| Total | 1958.85 | 435.15 | 1976.27 | |

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Schedule of Buildings for the year 2003-2004

| Name of Buildings | Proposed budget estimate for the year 2003-2004 (Based on income, likely to accrue to the college) (Amt. In lacs) | Additional demand for urgent expdt. for the year 2003-2004 (For which funds are not available with the college) (Amt. In lacs) |
|---|---|---|
| A) New Works | | |
| i) Administrative Block including Library | 75.00 | 75.00 |
| ii) Guest House Faculty & Sports Complex | - | 45.00 |
| iii) Student Activity Centre | - | 15.00 |
| iv) Staff Quarters 600 Sq.ft.(12 Nos.) | - | 100.00 |
| 750 Sq.ft.(24 Nos.) | | |
| v) Staff Quarters 1000 sq.ft.(24 Nos.) | - | 120.00 |
| vi) Development works(New Tubwell Bore) | 10.00 | 15.00 |
| vii) Boys hostel Single Seater | - | 150.00 |
| Total: | 85.00 | 620.00 |
| B) Campus Development Works | | |
| External water supply | - | 3.00 |
| Roads(Peripherals) | 5.00 | 10.00 |
| Power Distribution Street Lighting | - | 5.00 |
| Scooter/Cycle Stand | 5.00 | - |
| Play grounds etc. | 5.00 | 2.00 |
| Internal water supply(New tubewell bore) | 10 | |
| Total: | 25.00 | 20.00 |
| C) Add outstanding upto 31-3-2002 | - | 150.00 |
| D) Total proposed for the year 2003-04 | 110.00 | 600.00 |
| E) Actual expenditure upto 31-3-2003 | - | 2303.98 |
| F) Total expenditure upto 2003-04 | - | 3103.98 |
| G) Amount as per project report | - | 2168.00 |

Note: Case for the enhancement of amount provided in the project report will be taken up seperately.

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Schedule of Machinery & Equipment for the year 2003-2004
(Amount in Lacs)

| Name of Departments | Proposed budget estimate for the year 2003-04 (Based on income likely to accrue to the college) (Amt. In lacs) | Additional demand for urgent expdt. for the year 2003-04 (For which funds are not available with the college) (Amt. In lacs) | Total expenditure proposed for 2003-04 |
|---|--|--|--|
| Mechanical Engg. | | | |
| Industrial Engg. | 50.00 | 160.00 | |
| Production Engg. | | | |
| Computer Sci. & Engg. | 25.00 | 50.00 | |
| Chemical Engg. | 10.00 | 25.00 | |
| Electronics & Communication Engg. | 20.00 | 30.00 | |
| Electrical Engg. | 12.00 | 30.00 | |
| Total: | 117.00 | 295.00 | 412.00 |
| (I) Proposed expenditure for the year 2002-03(ref. P.2 Col. 4) | | 370.00 | |
| (II) Amount as per project report(ref. P.2 Col.2) | | 875.00 | |
| (III) Actual expenditure incurred upto 31-3-2003(ref. P.2 Col 6) | | 176.94 | |
| (IV) Proposed expenditure for the year 2003-04(ref. p.2 col. 7 & 8) | | 412.00 | |
| Total (III + IV) | | 588.94 | |

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Schedule of Expenditure for Other Facilities for the year 2003-2004

| SOE | Amount as per Project Report | Actual Expdt. upto 31-3-2002 | Actual Expenditure for the year 2002-2003 | Proposed Budget Estimate for the yr. 2003-04 (Based on income likely to accrue to the college) | Additional demand for urgent Expdt. for the year 2003-04 (For which funds are not available) |
|---------------------------------------|------------------------------|------------------------------|---|--|--|
| | 2 | 3 | 4 | 5 | 6 |
| 1. Furniture & Fixtures | 50.00 | 50.76 | 0.16 | - | 10.00 |
| 2. Library Books | 70.00 | 14.65 | 0.31 | 5.00 | 8.00 |
| 3. Office Equipments | 40.00 | 15.23 | 0.54 | 2.00 | 9.00 |
| 4. Sports Equipments | 20.00 | 2.39 | 0.41 | 3.00 | 1.00 |
| 5. Telephone Exchange/ Telex/Internet | 10.00 | - | - | 10.00 | 12.00 |
| 6. Transport(Vehicles) | 30.00 | 17.79 | - | - | 10.00 |
| 7 OTHER AMENITIES | 70.00 | - | - | - | - |
| a)Medical Equipment | - | 0.67 | - | 2.00 | 1.00 |
| b)Hostel Equipment | - | 8.60 | - | 5.00 | 4.00 |
| c)VSAT Connectivity | - | 10.00 | - | - | - |
| d)Projectors & Other Teaching aids | - | - | - | 5.00 | 3.00 |
| Total: | 290.00 | 120.09 | 1.01 | 32.00 | 63.00 |

Note:
Excess demand is proposed under the head furniture and fixtures and telephone Exchange / telex/ internet, due to escalation of prices of the materials. Project report was approved during 1994 and the prices are increasing every year. The case for increase of amount for the Project will be submitted separately for consideration & approval to the competent authority.

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Justification for Expenditure (for 2003-2004)

A. Non-Recurring Expenditure

1. Land

A total sum of Rs.688.68 lacs (ref. p.2 Sr.No.A(1) Col. 6) has been incurred upto 31.3.2003 out of which only 553.35 lacs has been paid in compliance with the verdicts of litigations in various courts including the Hon'ble High Court (against an amount of Rs.300.00 lacs(ref. p.2 Sr.No.A(1) Col. 2 as provided in the details of approved Project Report of the College, based on the land values of 1994).

2. Building & Development Works

A sum of Rs.2168.00 lacs(ref. p.2 Sr.No.A (2) Col. 2) had been earmarked in the details of the approved Project Report of the college for a total plinth area of 56759 sq.mt. However, an actual amount of Rs.2303.98 lacs (ref. p.2 Sr.No.A(2) Col. 2 has already been spent upto 31.3.2003.

It is further added over here that there are still outstanding dues to the tune of Rs.150.00 lacs approx., payable to NBCC Ltd.(p.5).

Keeping in view the inadequate grant allocated/released by the Punjab Govt. to this college in financial year 2001-2002 and 2002-2003 , a total sum of Rs.800.00 lacs (ref. P 2. Sr.No. A(2) Col. 7 & 8) is now being demanded, including the amount of Rs.690.00 lacs(ref. p. 2 Sr .No. A(2) , col 8) under the head "additional demands"

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The details of proposed construction of buildings are placed at pp.-5. The construction of buildings and other Development Infrastructure is essential and is unavoidable as per norms of AICTE. It is further added that the construction work was scheduled to be completed by Oct.97, but the same could not be completed due to meagre allocation of funds, during the year 1996-97, 1997-98, 1998-99, 1999-2000, 2001-2002 and Rs. Nil in 2002-03 . Because of paucity of funds the construction work has suffered badly. And the project cost has escalated by more than 50% owing to increased cost of materials & labour from 1995 to 2003 @ 10% per annum. The case for an enhancement of the amount already provided in the Project Report will be taken up separately.

3. Machinery & Equipment

A sum of Rs.875.00 lacs (ref. P 2. Sr.No. A(3) Col.2) is provided in the detailed Project Report of the college. Rs.176.94 lacs (ref.p. Sr. No.A , col 6) have been spent upto 31.3.2003, and only Rs.2.08 lacs (ref. p.2 Sr.No.A(3) col 5) was spent during the financial year 2002-2003 against the approved budget estimate of Rs.370.00 lacs.(ref. P 2 Sr.No. A(3) col. 4)

It is stated that due to non-availability of funds the process of purchase of machinery and equipment has suffered badly and hence the development of laboratory infrastructure is totally incomplete.It is adversely affecting the technical/professional training of the students.

The details of the required unavoidable machinery and equipment are given at page no.6, Rs.412.00 lacs as proposed in the budget estimate for the year 2003-2004 is thus, justified for the infrastructure development of the college and in the interest of the professional and Technical training and teaching of the students.

4. Other facilities (ref p.2 Sr.No A(4))

A sum of Rs.290.00 lacs (ref p. 2 Sr.No.A(4) Col. 2 is provided in the detailed Project Report for the Other Facilities like. Furniture and fixutres, library books, office equipment, sports equipment, telephone communication systems. Transport (page no.).

Rs.121.10 lacs(ref. p. 2 Sr.No. A(4) Col. 6) have been incurred upto 31.3.2003. These facilities are essential and are required as per Project Report. But the same could not be provided due to non-availability of funds. Rs.1.01 lacs(ref. p. Sr.No. Col. have only been spent during the financial year 2002-2003 against the approved budget estimate of Rs.95.00 lacs. (ref. p. 2 Sr.No.A(4) Col. 7 & 8).

It is added here that the case for the purchase of a tractor and ambulance was completely processed and approved in the financial year 1997-98 by the Competent Authority, but the Purchase Orders could not be placed for want of funds. The amount of Rs.95.00 lacs (ref. p. Sr.No. Col. as proposed in the budget estimate for the financial year 2003-2004, for Other Facilities including for the purchase of a tractor is justified to meet the requirements of the College and to provide the Other Facilities to the students.

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B(a) Recurring Expenditure

1. Pay and Allowances (ref. p.2, Sr.No.B(a)1)

A sum of Rs.214.80 lacs was incurred during the financial year 2002-2003 against the approved budget estimate of Rs.390.00 lacs as proposed in the Budget Estimate for that financial year.

Rs.360.00 lacs are required for the payment of pay and allowances(ref. p.2 Sr.No.B(a) 1, col 7 and pp no. 15-25). The amount proposed is therefore justified.

2. T.A/D.A & L.T.C. (ref. p.2 Sr.No.B(a) 2)

A sum of Rs.0.75 lacs had been incurred during the financial year 2002-03 for T.A/D.A & L.T.C against the approved budget estimate of Rs.3.50 lacs.

Rs.3.50 lacs have been proposed in the budget estimate (ref. p.2) for the financial year 2003-2004. The amount demanded for the proposed expenditure is justified, keeping in view the strength of the teaching and the non teaching staff.

3. Medical Reimbursement (ref p.2,Sr.No.B (3))

A sum of Rs.0.57 lacs had been incurred during the financial year 2002-2003 against the approved budget estimate of Rs.1.00 lacs (ref. p.2)

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A sum of Rs.1.00 lacs has been proposed in the Budget Estimate for the financial year 2003-2004(ref. p.2) The proposed expenditure is justified keeping in view the medical reimbursement provided to the staff by the State Govt.

b. **Other Contingencies** (ref. p.3, Sr.No.B(b))

1. **Water & Electricity**

A sum of Rs.28.87 lacs had been incurred during the year 2002-2003 against the approved budget estimate of Rs.36.00 lacs. It is further added that a sum of Rs.2.98 lacs was recovered from the staff and shop-keepers on account of use of electricity power.

Rs.46.00 lacs are proposed in Budget Estimate for the Financial year 2003-2004 , and the same is justified.

2. **Telephone**

A sum of Rs.1.05 lacs had been spent against the approved amount of Rs.3.00 lacs in the budget estimate of the year 2002-2003(pp. 3)

A sum of Rs.3.00 lacs has therefore again been proposed for the financial year 2003-2004 also (p. 3) Eleven telephones are installed in the offices/departments/hostels. Therefore the proposed expenditure is justified.

3. **Vehicular repair and Maintenance**

A sum of Rs.2.08 lacs had been incurred against the amount of Rs.4.00 lacs as approved in the budget estimate of the financial year 2002-2003.

