

22/11/20

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SHAHHEED BHAGAT SINGH  
COLLEGE OF ENGINEERING & TECHNOLOGY  
MOGA ROAD, FEROZEPUR - 152001(Pb.)

AGENDA  
SIXTH MEETING OF THE FINANCE COMMITTEE

15.9.1998

Venue: Office of the Principal Secretary,  
Government of Punjab,  
Department of Technical Education &  
Industrial Training,  
Mini Secretariate, Sector-9  
Chandigarh.

Date: September 15, 1998  
Time :11.00 A.M.

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### CONSTITUTION OF THE FINANCE COMMITTEE

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

Item no.6.1

**Confirmation of proceedings of the fifth meeting of the Finance Committee.**

The proceedings of the fifth meeting of the Finance Committee SBSCET, Ferozepur held on May 15, 1998 were circulated to the members vide memo no. SBSCET/FZR/FC/2723-2731 dated 08.06.98 for information and comments, if any, as per copy placed at annexure I on page no. 14 to 16.

No comments have been received from any member. The proceedings are placed before the Finance Committee for confirmation please.

**Item No.6.2 To report action taken on the decisions of the fifth meeting of the Finance Committee.**

**Item No.5.1 Confirmation of proceedings of the fourth meeting of the Finance Committee.**

**Decision** The proceedings of the fourth meeting of the Finance Committee held on Oct.21,1997 were confirmed.

**Action** No action is called for.

**Item No. 5.2 To report action taken on the decisions of the fourth meeting of the Finance Committee.**

**Decision** The action on the decisions taken in the fourth meeting of the Finance Committee as reported by the Principal were noted.

**Action** No action is called for.

**Item No.5.3 Re-appropriation of funds during the financial year 1997-98**

**Decision** It was noted.

Further it is placed on record that a sum of Rs.2.36 lacs was incurred on vehicles repair and maintenance against a provision of Rs.2.25 lacs in the budget of the year 1997-98. It includes an amount of Rs.0.69 lac incurred on the repair of staff car which met with accident. A sum of Rs.0.15 lacs was recovered from the staff on account of transportation charges (private use)and Rs.0.46 lacs were received towards insurance claim for the car from United India Insurance Co.Ltd., Ferozepur.

**Action** No action is called for.

**Item No.5.4 Requirement of funds for the first quarter of the year 1998-99**

**Decision** It was noted.

Worthy Chairman advised Mrs.Sushil Gupta, IAS, Special Secretary in the deptt. to prepare a comprehensive demand note regarding the requirement of funds for the engineering colleges at Ferozepur, Gurdaspur and Bathinda to clear their outstanding liabilities and to meet their immediate urgent infrastructural needs. This will be submitted /discussed at appropriate levels to seek early release of funds for the colleges.

**Action** This office sent a case to the O/O PSTE / IT for release of funds of Rs.1167.59 lacs. vide this office Note No.2259 dated 25.5.98 (copy placed at annexure-II on page no.17). It is informed that much needed funds have not been released by the State Government. The college work is suffering badly for want of funds.

**Item No.5.5 Implementation of the recommendations of the Fourth Punjab Pay Commission.**

**Decision** Item was approved.

Further PSTE/IT advised that matter regarding Promotion Policy/ Assured Career Progression Scheme and other allowances should be brought before

the Finance Committee once the Punjab Govt. announces these for its employees.

Action Revised Pay Scales are implemented and payment released w.e.f. 1.4.98. Arrears bill of revised pay scales of the staff has been prepared but payment cannot be released for want of funds.

Item No.5.6 **Approval for the rate of Interest payable on contributory provident fund to the college employees.**

Decision Item was approved and recommended to be placed before the Board of Governors for final approval.

Worthy Chairman advised the Principal to collect information from the Investment Cell of Department of Finance(Punjab) for investment of C.P.F. funds to earn more interest without added risk. The information may also be collected from other financial / investment institutes i.e UTI, ICICI etc. to increase the earnings on the investment of CPF funds.

Action The rate of interest payable on CPF /GPF to college employees, as recommended by the Finance Committee was approved by the BOG in its 4th meeting held on 21.6.98. Interest on CPF/GPF are credited in the CPF/GPF account of the employees. Correspondence regarding seeking advice from the investment cell of Finance Department is placed at Annexure-III on page no.18-19.

Item No.5.7 **Approval for rule providing laboratory/other facilities to the students from outside institution.**

Decision The Item was approved.

Action No action is called for.

Item No.5.8 **Interest booked to grant-in-aid on account non-receipt of funds.**

Decision The Item was approved.

Action No action is called for.

Item No.5.9 **Approval for the rate of Water & Sewerage charges from the employees of the college.**

Decision The matter was discussed and the following rates are approved w.e.f 1-6-98 for collecting water and sewerage charges from the college employees as per the plinth area of the house:-

<u>Sr.No.</u>	<u>Plinth area of house</u>	<u>Rates per month</u>
3.	400 sq.ft.	Rs.25.00
4.	600 sq.ft.	Rs.30.00
5.	750 sq.ft.	Rs.35.00
6.	1000 sq.ft.	Rs.45.00
7.	1300 sq.ft.	Rs.50.00
8.	1800 sq.ft.	Rs.55.00
9.	Principal's House	Rs.60.00

Action Recovery on a/c of water and sewerage charges from the employees of the college has been started w.e.f. 1.6.98. A copy of office order No. 2799-2815 dated 9.6.98 is placed at Annexure-IV on page no.20.

**Item No. 6.3 Approval of the budget estimates for the year 1998-99.**

The budget estimates for the year 1998-99 are prepared keeping in view the requirement of completion of on going buildings, construction of new buildings, purchase of machinery equipments and also to provide other facilities and infrastructure, so as to efficiently conduct the curriculum and co-curricular activities of the college and to meet the requirement of AICTE & PTU Jalandhar. The college started three degree level courses in 1995-96 with the total intake of 120 students. From the year 1996-97 the college has started all the six degree level courses with an intake of 40 students each and a total of 240 students.

All the above courses have been approved by AICTE subject to creation of necessary facilities and infrastructure. A good number of faculty and other staff will be recruited during the year 1998-99. A new batch of 240 students will be admitted during the year 1998-99. Besides this 24 diploma holder are admitted in the second year of degree programmes on the basis of LEET. Student strength, year-wise & branch wise, in 1998-99 is as under:-

Branch	Admission 1995-96 CET/LEET/ nominated by Govt. of India	Admission 1996-97 CET/LEET/ nominated by Govt. of India	Admission 1997-98 CET/LEET/ nominated by Govt. of India	Admission 1998-99 CET/LEET/ nominated by Govt. of India	Total
Mechanical Engg.	40+0+0	40+0+0	40+4+1	40+4+1	170
Production Engg.	40+0+0	40+0+0	40+4+1	40+4+1	170
Industrial Engg.	40+0+0	40+0+0	40+4+1	40+4+0	169
Computer Sci. & Engg.	-	40+0+0	40+4+1	40+4+1	130
Chemical Engg.	-	40+0+0	40+4+0	40+4+1	129
Materials Engg.	-	40+0+0	40+4+0	40+4+0	128
	<b>120</b>	<b>240</b>	<b>268</b>	<b>270</b>	<b>896</b>

It is stated that adequate grants were not released to the college during the years 1996-97 & 1997-98. Office note dated 28.4.98 (copy placed at annexure V on page no.21 to 25) was sent to the Govt. for releasing the funds. Due to non availability of funds the work of the college has suffered badly. The case for releasing of funds to meet the requirements of the AICTE & PTU, to complete the ongoing works and to purchase the machinery & equipments was placed before the Board of Governors of the college in its 4th meeting held on dt.21-6-98 at Chandigarh. Special note, as decided in the meeting, was sent to the office of the PSTE/IT vide this office note dated 25.5.98 placed at annexure II on page no 17.

The proposed expenditure during the year 1998-99 is Rs.1438.20 lacs including an additional demand of Rs.1008.00 lacs. The budget estimates for the year 1998-99 have been prepared keeping in view the requirements of buildings, machinery and equipment and other amenities in the college and the allotment made by the Govt. to the college plus anticipated income of the college.

The budget estimate for the year 1998-99 is placed before the Finance Committee for consideration & approval please.

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**SCHEDULE OF NEW EXPENDITURE(SNE) FOR THE YEAR 1998-99**

SOE for the	Amount as per project report 1997-98 31-3-98	Actual expend- iture upto 31-3-97 year	Revised approved budget estimate year 1997-98	Actual expen- diture for	Actual expen- diture upto	Proposed budget estimate for the 1998-99	Additional Demand for 98-99
1	2	3	4	5	6	7	8
<b>1. Non-Recurring</b>							
A Land	300.00	134.43	-----	-----	134.43	--	20.00
2. Building & Development work	2168.00	1679.46	750.62	256.55	1936.01	140.60	677.00
3. Machinery & Equipments	875.00	121.96	47.40	27.16	149.12	25.00	225.00
4. Other Facilities	290.00	86.25	36.18	15.10	101.35	14.00	86.00
	<b>3633.00</b>	<b>2022.10</b>	<b>834.20</b>	<b>298.81</b>	<b>2320.91</b>	<b>179.60</b>	<b>1008.00</b>
<b>2. Recurring</b>							
A. Pay & Allow.	230.00	60.17	107.31	87.18	87.18	178.50	---
B. Other contingencies	30.00	22.10	57.65	49.99	49.99	72.10	---
	<b>260.00</b>	<b>82.27</b>	<b>164.96</b>	<b>137.17</b>	<b>137.17</b>	<b>250.60</b>	<b>---</b>
<b>Total 1 &amp; 2</b>	<b>*3633.00</b>	<b>*2022.10</b>	<b>999.16</b>	<b>***435.98</b>	<b>*2320.91</b>	<b>430.20</b>	<b>1008.00</b>

**RECEIPTS**

	Revised Anticipated Receipts 1997-98	Actual Receipts 1997-98	Proposed Anticipated Receipts 1998-99
Opening Balance	16.14	18.03	15.60
A. Fee & fine	13.44	28.67	44.50
B. Bank interest	0.35	1.10	0.10
C. Misc. Income (Sale of all forms rent, Elec. Charges, Transportations, Furniture rent & (Consutancy etc.)	1.88	4.07	6.00
D. Grant-in-aid	500.00	400.00	350.00
E. Add. Demand of grant-in-aid	467.35	---	1008.00
F. Provision Bill of ITI	---	1.89	---
G. Security Refundable (NBBC)			15.00
<b>Total:</b>	<b>999.16</b>	<b>453.76</b>	<b>1438.20</b>



ABSTRACT

Expenditure

A. Proposed expenditure against grant-in-aid allocated & anticipated income of the college	431.20
B. Proposed expenditure of additional demand as allocated amount is not sufficient to meet the old out standing of buildings & to purchase the equipments.	1008.00

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**1439.20**  
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Receipts

1. Grant-in-aid & other income	431.20
2. Additional grant-in-aid	1008.20

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**1439.20**  
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Deficit -Nil-

SCHEDULE OF NEW EXPENDITURE(SNE) FOR THE YEAR 1998-99

SOE	Amount as per project report	Actual expenditure upto 31-3-97	Revised approved budget estimate for the year 1997-98	Actual expenditure for 1997-98	Actual expenditure upto 31-3-98	Proposed budget estimate for the year 1998-99	Additional Demand for 98-99
1	2	3	4	5	6	7	8
(Amount in Lacs)							
<b>A-Non Recurring</b>							
1. Land	300.00	134.43	-----	-----	134.43 ✓	<del>60</del> ✓	20.00
2. Building & Development work	2168.00	1679.46	750.62	256.55	1936.01 ✓	140.60 ✓	677.00
3. Machinery & Equipments	875.00	121.96	47.40	27.16	149.12 ✓	25.00 ✓	225.00
4. Other Facilities	290.00	86.25	36.18	15.10	101.35 ✓	14.00 ✓	86.00
	<b>3633.00</b>	<b>2022.10</b>	<b>834.20</b>	<b>298.81</b>	<b>2320.91 ✓</b>	<b>179.60 ✓</b>	<b>1008.00</b>
<b>B(a) Recurring</b>							
1. Pay and allowances	*260.00	59.11	106.00	86.60	86.60 ✓	176.50 ✓	-----
2. TA/DA &		1.02	1.00	0.58	0.58 ✓	1.50 ✓	-----
3. Medical Reimbursement		0.04	0.31	---	---	0.50 ✓	-----
	<b>*260.00</b>	<b>**60.17</b>	<b>107.31</b>	<b>87.18</b>	<b>**87.18</b>	<b>178.50</b>	<b>---</b>
<b>(b) Other Contingencies</b>							
1. Water & Electricity		9.73	22.00	20.97	20.97	22.00 ✓	-----
2. Telephone		0.61	1.00	1.03	1.03	1.00 ✓	-----
3. Vehicle repair & maintenance		1.09	2.25	2.36	2.36 ✓	2.50 ✓	-----
4. Advertisement & Publicity		0.97	1.00	0.85	0.85	1.00 ✓	-----
5. Raw Materials		1.21	1.50	2.67	2.67	3.00 ✓	-----
6. Printing & Stationery		2.27	3.00	2.11	2.11	3.00 ✓	-----
7. TA/DA & Hon. to experts		0.51	0.50	0.12	0.12	0.50 ✓	-----
8. Office Expenditure		0.47	2.00	1.30	1.30	1.00 ✓	-----

9. Horticulture & Land Scaping	0.68	1.00	0.55	0.55	1.00 ✓	--
10. Newspapers & Periodicals	0.24	0.50	0.27	0.27	0.50 ✓	--
11. Postage & Telegrams	0.17	0.25	0.16	0.16	0.35 ✓	--
12. Entertainment to guests meetings	0.17	0.40	0.26	0.26	0.50 ✓	--
13. Maintenance of Buildings	2.51	8.00	5.59	5.59	8.00 ✓	--
14. Purchase of Medicines	0.37	0.50	0.49	0.49	1.00 ✓	--
15. Liveries & Uniforms	---	---	---	---	1.00 ✓	--
16. Reimbursement of Books to teachers	---	0.25	0.01	0.01	0.50 ✓	--
17. College function	0.05	2.00	1.92	1.92	2.00 ✓	--
18. Fresship to students	0.81	1.00	1.53	1.53	2.00 ✓	--
19. Security of Campus/Hort./ House keeping	---	8.00	7.80	7.80	10.00 ✓	--
20. Maintenance of Machinery & Equipments etc.	---	2.50	--	---	8.00 ✓	--
21. Interest bearing loan Motor Cycle, Scooter, Car etc.	----	-----	---	---	2.00 ✓	--
22. Conference Seminar & Membership Fee	----	-----	---	---	0.25 ✓	--
23. Ins. of Equipment Vehicles	---	---	---	---	2.00 ✓	--
	<b>**22.10</b>	<b>57.65</b>	<b>**49.99</b>	<b>49.99</b>	<b>73.10</b>	<b>—</b>

Grand Total:           \* 3633.00       \*2022.10       999.16       \*\*\*435.98       \*2320.91       431.20       1008.00

Note: \* 1 Total of Non-Recurring Expenditure for one year only  
 \*\* 2 Total of Recurring Expenditure for one year only  
 \*\*\* 3 Re-appriation of funds was made and was placed before Finance Committee during the 5th Meeting and was approved.

## Justification of Expenditure

### A. Non-Recurring Expenditure

#### 1. Land

Rs. 10.00 lacs were approved in the budget estimate of the year 1997-98 and due to lack of funds this amount was surrendered at the time of preparation of revised budget estimate of the year 1997-98. Rs. 20.00 lacs is proposed as additional demand of funds for the year 1998-99 as civil suit for the enhancement of rate of land is in progress in the district courts.

#### 2. Buildings & Development Works

A sum of Rs. 2168.00 lacs is provided in the detailed project report of the college for a total plinth area of 56759 sq.mt. Rs. 1936.01 lacs have been incurred upto 31-3-98. Besides this there is outstanding liability of Rs. 293.59 lacs on account of construction of buildings (against running bills upto March 98). Rs. 100 lacs are required to complete the on going works. Rs. 424 lacs are required for the buildings for which work is yet to be started. It is added that the construction work was scheduled to be completed by Oct. 97, but the same could not be done due to meagre allocation of funds to the college during the year 1996-97 & 1997-98. Due to paucity of funds the construction work has suffered badly, the project cost has escalated by 30 to 35% owing to increased cost of material & labour from 1995 to 98 @ 10% per annum. Case for the enhancement of amount provided in the project report will be placed separately. The statement of buildings completed, on going works & work yet to start is placed at annexure VI on page no 26 to 27.

Keeping in view grant allocated by the govt. and anticipated income of the college Rs. 140.60 lacs has been proposed for payments against the outstanding amounts. This is grossly inadequate to make the payment of outstanding of Rs. 293.59 lacs. A sum of Rs. 677.00 lacs has been demanded under the head additional demand of funds to clear the outstanding balance amount, to complete the ongoing works and for work yet to start on new buildings.

#### 3. Machinery & Equipments

A sum of Rs. 875.00 lacs has been provided in the detailed project report of the college. Rs. 149.12 has been incurred upto 31-3-98. Rs. 25.00 lacs has been proposed in the budget estimate & Rs. 225.00 lacs has been demanded under the head additional demand of funds for the year 1998-99.

It is stated that due to non-availability of funds the development of various laboratories has suffered badly. Details of machinery & equipment required are given at annexure VII on page no 28.

#### 4. Other Facilities

A sum of Rs. 290.00 lacs has been provided in the detailed project reports for other facilities i.e. furniture & fixture, library books, office expenditure, sports equipments, telephone, communication system, transport etc. Rs. 101.35 has been incurred upto 31-3-98. The facilities as per project report could not be provided due to non availability of funds. Rs. 14 lacs has been proposed in the budget estimates and Rs. 86.00 lacs has been demanded under the head additional demand. Details of other facilities are given at annexure VIII on page no 29.

All formalities for purchase of tractors & ambulance, were completed but due to non availability of funds purchase orders are not issued Rs. 3 lacs are provided for fabrication of body for a fifty two seaters Tata bus 1510.

**B. a) Recurring Expenditure**

**i) Pay & Allowances.**

Rs.176.50 lacs is proposed in the budget estimate for the year 1998-99. This expenditure is calculated keeping in view the amount required as per B.M.10 placed at annexure IX on page no. 30 to 41. A number of posts (teaching & non-teaching) will be filled during the year 1998-99. Advertisement for recruitment of staff have already appeared in the press. The proposed expenditure is therefore justified.

**ii) T.A./D.A. & L.T.C.**

Rs.1.50 lacs is proposed for T.A./D.A & L.T.C for the year 1998-99. Rs.1.00 lac was approved during the year 1997-98. Due to revision of daily allowances & rise in rail & bus fair the proposed allocation is justified.

**iii) Medical Reimbursement**

Rs. 0.50 lac is proposed in the budget estimate of the year 1998-99. The proposed expenditure is justified.

**b) Other Contingencies**

**i) Water & Electricity**

Rs.22.00 lacs was approved in the revised budget estimate for the year 1997-98. Actual expenditure was Rs.20.97 lacs upto 31-3-98. Rs.22.00 lacs is proposed in the budget estimate for the year 1998-99. It is added that Rs.4.50 approx. lacs will be recovered from the students & staff as water and electricity charges. The proposed expenditure is justified.

**iii) Vehicle repair & Maintenance**

Rs.2.25 lacs was approved in the revised budget estimate of the year 1997-98, Rs.2.50 lacs is proposed for the year 1998-99. Keeping in view the rise in price of petrol & diesel, the proposed expenditure is justified.

ii)	Telephone	1.00
iv)	Advertisement & Publicity	1.00
v)	Raw Material & Consumable	3.00
vi)	Printing & Stationery	3.00
vii)	T.A./D.A to experts	0.50
ix)	Horticulture & Land Scaping	1.00
x)	News paper & Periodicals	0.50
xi)	Postage & Telegrams	0.35
xii)	Entertainment to guests meetings	0.50
xiii)	Maintenance of Building	8.00
xvii)	College Function	2.00

On items ii to xvii (as stated above) the proposed expenditure for the year 1998-99 is the same as approved in the revised budget for the year 1997-98.

**viii) Office Expenditure**

Proposed expenditure of Rs.1.00 lac is the same less than the amount approved in the budget estimate of the year 1997-98. Expenditure is justified.

xiv) **Purchase of Medicine**

Rs. 1.00 is proposed in the budget estimate for the year 1998-99 against the actual expenditure of Rs.0.50 lacs. During this year no. of staff & students stand substantially increased. Expenditure is justified.

xv) **Liveries & Uniforms**

Proposed expenditure Rs.1.00 lac is provided to deliver the uniform to the class IV & eligible staff. Uniform will be given as per Punjab Govt. rules.

xvi) **Reimbursement of Books**

Rs. 0.50 lac is proposed in the budget estimate for the year 1998-99. As per rules Rs.1000/- is reimburseable to each confirmed faculty staff towards cost of books purchased for effective teaching & research. Most of existing faculty will be confirmed during the year 1998-99. The proposed expenditure is justified.

xviii) **Freeship to Students**

Rs. 2.00 lacs is proposed in the budget estimate for the year 1998-99 against the actual expenditure of Rs. 1.53 lacs. As per rules full and half freeships are given to students on merit basis.

xix) **Security of Campus/Hort./House keeping**

Rs.10.00 lacs is proposed in the budget estimate of the year 1998-99. The services are engaged on contract basis. Proposed expenditure is less than the amount required for the manpower as per B.M.10(page no. 30). The proposed expenditure is justified.

xx) **Maintenance of Machinery, Equipment & Other Services**

Rs.8.00 lac is proposed in the budget estimate of the year 1998-99 as per detail below:

1.	Maintenance of VSAT	3.50 lacs
2.	AMC of AC system for computer centre	1.00 lacs
3.	AMC of computer systems & related equipment & Office equipments, Reprographic equipment, Typewriters	3.50 lacs

xxi) **Interest bearing loan**

As per college bye laws interest bearing loan for purchase of Motor Cycle / Scooter /Cycle is admissible to the staff (copy placed at annexure X on page no. 42 to 43). Rs.2 lacs is proposed for the budget estimate for the year 1998-99. Interest bearing loan will be given to staff as per state govt. instructions issued from time to time.

xxii) **Conference & Seminar fee**

Rs.0.25 lac is proposed in the budget estimate 1998-99. This expenditure is reimburseable to the faculty staff as per norms of AICTE.

xxiii) **Insurance of Equipment**

Rs.2.00 lac is proposed in the budget estimate of the year 1998-99. The amount will be incurred on getting insurance cover for sophisticated and costly Machinery, instruments of the deptts. and vehicles of the college.