

~~CONFIDENTIAL~~

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

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AGENDA
EIGHTH MEETING OF THE FINANCE COMMITTEE

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

Date: April 26th. 2000.

Time :12.00 Noon.

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CONSTITUTION OF THE FINANCE COMMITTEE

- | | | |
|----|---|------------------|
| 1. | Secretary to Govt. of Punjab
Deptt. of Technical Education & Industrial Training, | Chairman |
| 2. | 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. & Technology,
Ferozepur. | Member |
| 5. | Registrar,
Shaheed Bhagat Singh College of Engg. & Technology,
Ferozepur. | Member-Secretary |

Item No. 8.1

Confirmation of proceedings of the Seventh Meeting of the Finance Committee.

The proceedings of the seventh meeting of the Finance Committee SBSCET held on June 8th, 1999 were circulated to the members of the committee for information and comments if any, vide memo No. SBSCET/FZR/1320-1327 dated 01.06.1999 as per copy placed at annexure-1 on page no.37 to 42

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

- Item No 8.2** **To report action taken on the decisions of the seventh meeting of the Finance Committee**
- Item No.7.1** **Confirmation of proceedings of the 6th meeting of the Finance Committee.**
- Decision The proceedings of the sixth meeting of Finance Committee held on May 15,1998 were confirmed.
- Action No action is called for.
- Item No. 7.2** **To report action taken on the decision of the sixth meeting of the Finance Committee.**
- Decision The actions on the decisions taken in the sixth meeting of the Finance Committee as reported by the Principal were noted.
- Action No action is called for.
- Item No. 7.3** **Re-appropriation of funds during the financial Year 1998-1999.**
- Decision It was noted.
- Action No action is called for.
- Item No.7.4** **Approval of budget estimates for the year 1999-2000.**
- Decision The budget estimates for the year 1999-2000 were approved.
- Action The budget estimate as approved by the Finance Committee was taken in the books and payments were released accordingly.
- Item No.7.5** **Approval for the rate of interest payable on contributory provident fund to the college employees.**
- Decision The item was approved and recommended to be placed before the Board of Governors for approval.
- Keeping in view the recent reduction in rates of interest by nationalized banks resulting in an inevitable gap between interest earned on the capital and payments to be made to employees in the year 1999-2000, it was decided that a case should be prepared and sent to the Secretary, Govt. of Punjab, Deptt. of Finance for advice.

Action The matter was placed before the Board of Governors in its fifth meeting held on June 29th, 1999 vide Agenda Item No.5.15 as recommended by the Finance Committee. The item was approved. A copy of approved minutes of the meeting is placed at annexure-2 on page no.43-47.

Interest as approved has been credited in the GPF/CPI' account of the staff.

The Secretary, Government of Punjab, Deptt of Finance was requested vide this office letter No. SBSCET/FZR/4485 dated 19.6.1999 for necessary advice. (Copy placed at annexure 3 on page no. 48). The reply is still awaited.

Item No.7.6 Interest booked to grant-in-aid on account of non-receipt of funds.

Decision The item was approved.

Action No action is called for.

Item No.7.7. To report the Balance Sheets(grant-in-aid) of SBSCET, Ferozepur for the years 1996-97 and 1997-98.

Decision The item was approved.

The Chairman pointed out that a certificate from the chartered accountant for the balance sheets prepared and checked by him must be obtained and placed on record.

Action The requisite certificate has been obtained from the chartered accountant on the balance sheet for the year 1996-1997, 1997-98 and 1998-99. Copy placed at annexure-4 on page no. 49-56.

Item No.7.8. Contribution of the college towards functioning of the Coordination Office set up in Delhi by Punjab Technical University, Jalandhar.

Decision It was opined by the Chairman that the matter is within the competency of the Principal and therefore no approval is required. However, the item is noted.

Action No action is called for.

Item No.7.9. Honorarium to the guest house attendant and bus conductor.

Decision The matter was discussed at length and it was decided to provide a helper-cum-attendant to assist the driver for the operation and maintenance of bus.

An honorarium of Rs.150/- p.m.,as proposed, is approved to Class IV employees(Regular) who are assigned with extra duty of guest house attendant and bus attendant.

Action Decision was circulated vide this office letter no.EI/OO/3393-97 dated 10.8.99. A copy is placed at annexure-5 on page no.57.

Item No.7.10. Implementation of the recommendations of the Fourth Punjab Pay Commission.

Decision The item was approved.

Action Recommendations of Fourth Punjab Pay Commission have been implemented. Arrears of revised pay scale have been released to the staff.

Item No.7.11. Revision of tuition fee etc. in the 100% funded engineering colleges and 95% funded engineering colleges.

Decision it was approved.

Action Revised of tuition fee etc, as approved, has been implemented. Fees from students have been collected accordingly.

Item No.7.12. Providing of computer and information technology facilities to all the degree level students of engineering colleges.

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

Action The matter was placed before the Board of Governors in its fifth meeting held on June 29th, 1999 vide Agenda Item No.5.10 as recommended by the Finance Committee. The item was approved. A copy of approved minutes of the meeting is placed at annexure 2 on page no.43-47.

Item No. 7.13

Enhancement of honorarium payable to experts.

Decision

The matter was discussed in detail and it was decided to pay Honorarium to experts as per the details below:

Sr.no.	Experts for Post	Existing Rates of Honorarium per day	Revised Rates of Honorarium per day
1.	Posts upto Lecturers level and equivalent	200.00	500.00
2.	Posts of Asst.Prof. level and Professor and equivalent.	200.00	750.00
3.	Principal	200.00	1000.00

It was further decided that other Govt. established engineering colleges in the State may be informed about the decision and for implementation after getting approval from the competent authority.

The item was approved and recommended to be placed before the Board of Governors for approval.

Action

The matter was placed before the Board of Governors in its fifth meeting held on June 29th, 1999 vide Agenda Item No.5.16 as recommended by the Finance Committee. The item was approved. A copy of approved minutes of the meeting is placed at annexure-2 on page no. 43-47.

Govt. established engineering colleges were informed vide this office letter no. Estb/2/BOG/3537-39 dated 12.8.99. A copy is placed at annexure 6 on page no.58.

Item no.7.14

Enhancement of honorarium payable to chief warden and warden.

Decision

After discussion it was decided to adopt the same rates of honorarium payable to teachers handling additional duty of Chief Warden and Wardens at this college as approved for SLIET Longowal in its 17th meeting of the Board of Governors held on 6.5.99. The rates of honorarium approved for SLIET Longowal are as follows:

Chief Warden Rs.550.00 p.m.
Warden Rs.450.00 p.m.

The item was approved and recommended to be placed before the Board of Governors for approval.

Action The matter was placed before the Board of Governors in its fifth meeting held on June 29th, 1999 vide Agenda Item No.5.17 as recommended by the Finance Committee. The item was approved. A copy of approved minutes of the meeting is placed at annexure-2 on page no. 43-47.

The necessary order were issued vide this office letter No. E-00/3342-52 dated 13.8.199. A copy is placed at annexure 7 on page 59.

Item no. 7.15 **Approval of rate for payment of honorarium for guest lecturer.**

Decision The item was ratified.

Action Payment to the guest lecturers has been released accordingly.

Item No. 7.16. **Payment of TADA to the faculty staff according to the revised pay scale admissible to other staff to the college.**

Decision The item was approved and recommended to be placed Before the Board of Governors for approval.

Action The matter was placed before the Board of Governors in its fifth meeting held on June 9th, 1999 vide Agenda Item No.5.18 as recommended by the Finance Committee. The item was approved. A copy of approved minutes of the meeting is placed at annexure-2 on page no.43-47.

Item No. 7.17. **Information about sponsored project & amount received During 1998-99.**

Decision The item was noted.

Action No action is called for.

ITEM NO.8.3 REAPPROPRIATION OF FUNDS DURING THE FINANCIAL YEAR 1999-2000.

The budget estimates of SBSCET, Ferozepur for the year 1999-2000 were approved by the Finance Committee in its Seventh Meeting held on June 8th 1999. The following reappropriation of funds has been carried out during the year 1999-2000 with the approval of Principal in pursuance to bye-laws rule no.13.20.

(Amt. In lacs)

S.O.E.	Approved Budget Estimate for the year 1999-2000	Budget Estimate after Re-appropriation	Actual Expdt. for the year 1999-2000.	Plus	Minus
1	2	3	4	5	6
<u>A-Non Recurring</u>					
1.Land	514.46	514.46	514.16	-	-
2.Buildings & Development Work	845.27	845.27	186.56	-	-
3.Machinery & Equipments	231.00	231.00	007.33	-	-
4.Other Facilities	099.44	099.44	004.46	-	-
5. Others liabilities	13.21	13.21	13.09	-	-
Total	1703.38	1703.38	725.60		
<u>B(a) Recurring</u>					
1.Pay and allowances	220.00	220.00	153.78	-	-
2.TADA & LTC.	01.50	01.50	0.37	-	-
3.Medical Reimbursement	0.50	0.50	0.05	-	-
Total	222.00	222.00	154.20		

1.	2.	3.	4.	5.	6.
(b)Other Contingencies					
1. Water & Electricity	22.00	22.00	19.04	-	-
2. Telephone	01.50	01.50	0.92	-	-
3. Vehicle Repair & Maintenance	02.50	02.75	2.62	+0.25	-
4. Advertisement	01.25	01.25	1.09	-	-
5. Raw Materials	03.00	02.75	0.47	-	- 0.25
6. Printing & Stationery	03.00	03.00	1.24	-	-
7. TA/DA & Hon. to experts	00.50	00.50	0.19	-	-
8. Office Expenditure	01.00	01.00	0.63	-	-
9. Horticulture & Land Scaping	01.00	01.00	0.15	-	-
10. Newspapers & Periodicals	00.50	00.50	0.28	-	-
11. Postage & Telegrams	00.35	00.35	0.21	-	-
12. Entertainment to guests/meetings	00.50	00.50	0.23	-	-
13. Maintenance of buildings	18.00	18.00	14.06	-	-
14. Purchase of medicines	01.00	01.00	0.22	-	-
15. Liveries & uniforms	01.00	01.00	-	-	-
16. Reimbursement of books to teachers	00.50	00.50	0.32	-	-
17. College function	02.00	02.00	0.01	-	-
18. Freship to students	05.70	05.70	5.16	-	-
19. Security of campus/ Hort./ House keeping	11.00	11.00	10.87	-	-
20. Maintenance of machinery & equipments etc.	06.00	06.00	1.14	-	-
21. Interest bearing loan scooter, car etc.	02.00	02.00	-	-	-

1.	2.	3.	4.	5.	6.
22.Conference/Seminar & membership Fee	0.25	0.25	0.04	-	-
23. Insurance of Equip ment & Vehicles.	02.00	02.00	0.36	-	-
Total (B) (b)	86.55	86.55	59.25	0.25	0.25
Grand Total: A+B=	2011.93	2011.93	939.05	0.25	0.25

JUSTIFICATION OF EXCESS EXPENDITURE

Vehicle & Maintenance :

Excess amount of Rs.0.12 lacs has been spent on vehicle & maintenance during the year 1999-2000. The tyre of Swaraj Mazda Mini Bus costing Rs.0.30 lacs were changed. It is added that a sum of Rs.0.41 lacs has been recovered from the staff on a/c of private use of vehicle. The expenditure is justified.

Item No. 8.4

Budget Estimates for the year 2000-2001.

The budget estimates for the year 2000-2001 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.

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 is to be recruited during the year 2000-2001. A new batch of 270 students will be admitted during the year 2000-2001. Total student strength will be 970 against the intake of 1076 students during the year 1999-2000. The year-wise & branch wise student strength is placed at annexure 8 on page no.56. It is stated that adequate grants were not released to the college during the year 1996-97, 1997-98 & 1998-99 and 1999-2000. Due to non availability of funds the work of the college has suffered badly. The case for releasing of funds to meet the requirement 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 during its 4th meeting held on dt.14-5-98 at Chandigarh. Special note, as decided in the meeting, was sent to the office of the PSTE vide the office note dt.26-5-98 placed at annexure 8 on page no.60.

The proposed expenditure during the year 2000-2001 is Rs.1617.41 lacs including an additional demand of Rs.952.59 lacs. The budget estimates for the year 2000-2001 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 and anticipated income of the college.

The budget estimates for the year 2000-2001 are placed before the Finance Committee for consideration & approval please.

Summary of Budget Estimate for the year 2000-2001

Particulars	Amount (in lacs),	Page No.
EXPENDITURE		
A. Non-Recurring		
Proposed expenditure*	197.41	15
Additional demand urgent	552.59	15
Additional demand others	400.00	15
B. Recurring	395.71	15
C. Liabilities*	71.70	14
D. Total	1617.41	
E. Receipts	1617.41	
F. Deficits.	Nil	

NOTE :

* Includes in non-recurring expenditures.

SCHEDULE OF NEW EXPENDITURE(SNE)FOR THE YEAR 2000-2001.

S.O.E.	Amount as per Project Report	Actual Expdt upto 31.3.99	Approved Budge estimate for the year 1999-2000	Actual Expdt for the Yr upto 1999-2000	Actual Expdt upto 31.3.2000	Proposed Budget Estimate for the Yr 2000-2001	Additional demand for 2000-2001	
							Urgent Demand	Other Demand
	1	2	3	4	5	6	7	8

(A) Non-Recurring								
1.Land		300.00	134.43	514.46	514.16	648.59	35.00	15.00
2.Building & Development Works		2168.00	2099.82	845.27	186.56	2286.38	112.41	417.59
3.Machinery & Equipments		875.00	156.31	231.00	7.33	163.64	30.00	100.00
4.Other Facilities		290.00	106.99	99.44	4.46	111.45	20.00	20.00
5. Other liabilities		-	-	13.21	13.09	13.09	71.70	-
Total		3633.00	2497.55	1703.38	725.60	3223.15	269.11	552.59
(B)(a) Recurring								
1.Pay & Allowances		260.00	135.88*	222.00	154.20	290.08	289.50	-
2. Other contingencies		30.00	58.15	86.55	59.25	117.40	106.21	-
Total		290.00	194.03	308.55	213.45	*407.48	395.71	-
Grand Total (A+B)		*3633.00	**2497.55	2011.93	939.05	**3223.15	664.82	552.59

	Proposed Receipt Yr 1999-2000	Actual Receipt Yr.1999-2K	Proposed Receipt for Yr.2000-2001
A. Opening balance	0.17	0.17	5.63
B. Grant-in-Aid allocated by State Govt	495.00	114.30	322.00
C. Grant-in-aid under Special Component			108.00
D. Bank Interest	1.50	1.00	2.00
E. Fees & Fine	83.68	81.84	220.19
F. Misc. receipts (sale of forms, rent, elect.chrg., transportations, furniture rent & NPP etc.)	4.41	4.92	7.00
G. Additional demand urgent	742.73	659.16	552.59
H. Additional demand other	684.44		400.00
Total	2011.93	861.39	1617.41

Liability related to the year 1999-2000		Amount
Misc. Fund A/c		23.69
Univ. Fund A/c		24.16
Student Activity A/c		23.64
Pay payable		0.15
Misc. payable		0.04
GIS payable		0.02
Opening balance		
Bank & advances		5.61
Advances recoverable		0.02
Total		5.63

S.O.E.	1	2	3	4	5	6	7	8	9
		Amount as per Project Report	Actual Expdt. upto 31.3.99	Approved Budget estimate for 1999-2000	Actual Expdt. for the Yr upto 1999-2000	Actual Expdt. upto 31.3.2000	Proposed Budget Estimate for 2000-2001	Additional demand for the year 2000-2001	Other Demand
A Non-Recurring									
1. Land		300.00	134.43	514.46	514.16	648.59	35.00	15.00	---
2. Building & Development Works		2168.00	2099.82	845.27	186.56	2286.38	112.41	417.59	270.00
3. Machinery & Equipments		875.00	156.31	231.00	7.33	163.64	30.00	100.00	70.00
4. Other Facilities		290.00	106.99	99.44	4.46	111.45	20.00	20.00	60.00
5. Other liabilities***		---	---	13.21	13.09	13.09	71.70	---	---
Total		3633.00**	2497.55**	1703.38	725.60	3223.15**	269.11	552.59	400.00
B. (a) Recurring									
1. Pay & Allowances		260.00	135.26	220.00	153.78	289.04	287.00	---	---
2. TA/DA & LTC		0.00	0.62	1.50	0.37	0.99	2.06	---	---
3. Medical Reimbursement		0.00	0.00	0.50	0.05	0.05	0.50	---	---
Total B (a)		260.00	135.88	222.00	154.20	290.08	289.50	---	---
(b) Other Contingencies		30.00	---	---	---	0.00	---	---	---
1. Water & Electricity		---	18.11	22.00	19.04	37.15	30.00	---	---
2. Telephone		---	0.93	1.50	0.92	1.85	2.00	---	---
3. Vehicle & Maintenance		---	1.77	2.75	2.62	4.39	3.00	---	---
4. Advertisement		---	0.96	1.25	1.09	2.05	1.25	---	---
5. Raw materials		---	0.58	2.75	0.47	1.05	3.00	---	---
6. Printing & Stationery		---	2.06	3.00	1.24	3.30	3.00	---	---
7. TA/DA & Hon.to Experts		---	0.18	0.50	0.19	0.37	0.75	---	---
8. Office expenditure		---	0.30	1.00	0.63	0.93	1.00	---	---
9. Horticulture & Land Scaping		---	0.21	1.00	0.15	0.36	1.00	---	---
10. News Papers & Periodicals		---	0.30	0.50	0.28	0.58	0.50	---	---
11. Postage & Telegrams		---	0.16	0.35	0.21	0.37	0.35	---	---
12. Entertainments to guests/Meetings		---	0.20	0.50	0.23	0.43	0.50	---	---
13. Maintenance of buildings		---	13.07	18.00	14.06	27.13	18.00	---	---
14. Purchase of medicines		---	0.27	1.00	0.22	0.49	1.00	---	---
15. Liveries & Uniforms		---	---	1.00	---	---	1.00	---	---
16. Reimbursement of books to teachers		---	0.23	0.50	0.32	0.55	0.75	---	---
Total B (b)		39.33	39.33	57.60	41.67	81.00	67.10	---	---

	2	3	4	5	6	7	
B/D		39.33	57.60	41.67	81.00	67.10	
17.College Function		0.01	2.00	0.01	0.02	2.00	
18.Freeship to Student		1.98	5.70	5.16	7.14	13.86	
19.Securityof Camps Hort./ House-keeping		8.70	11.00	10.87	19.57	13.00	
20.Maintenanceof Machinery & Equipments		7.67	6.00	1.14	8.81	6.00	
21.Intrest Bearing Scoote,Car etc.		0.00	2.00	-	-	2.00	
22.Conference Seminar & Membership fee		0.02	0.25	0.04	0.06	0.25	
23.Insurance of Equipments & Vehicles		0.44	2.00	0.36	0.80	2.00	
Total (B) (b)		58.15	86.55	59.25	*117.40	106.21	
Total B	*290.00	*194.03	308.55	213.45	*407.48	395.71	
Grand Total A+B	**3633	**2497.55	2011.93	939.05	**3223.15	664.82 552.59	400.00

NOTE :

- * Total of Recurring expenditure is of one year
- ** Total of Non-recurring expenditure is progressive
- *** Other liability is on a/c of fund utilise from other accounts due to non-receipts of funds. This amount is to be paid to other heads as detail given on page no.

Justification of Expenditure

A. Non-Recurring Expenditure

1. Land

Rs.514.46lacs were approved in the budget estimate of the year 1999-2000..as additional demand .As civil suit for the enhancement of rate of land was in progress in the district courts and the court has awarded an enhancement of rate of land .A sum of Rs 514.16 lacs was received and paid as liabilities. Payment for 4 kanal 4 marla land is pending. Payment of interest on enhancement of rate of land is also pending. A sum of Rs. 35 has been proposed and Rs. 15 lacs as urgent additional demand in budget estimates for the year 2000-2001.The letters of S.D.M.-cum-L.A.O. Ferozepur is placed at annexure 9 on page no 61-64.

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 2286.38 lacs have been incurred upto 31-3-2000. Keeping in view grant allocated by the Punjab Govt. and anticipated income of the college Rs.112.41 lacs has been proposed for the budget estimates of the year 2000-2001. This amount is grossly inadequate to make the payment of outstandings of Rs.146.00 lacs against running bills submitted by NBCC Ltd upto 31-3-2000.A sum of Rs417.59 lacs has been proposed as urgent additional demand to clear the outstanding and to complete the on going works. A sum of Rs270.00 lacs has been proposed as other additional demand for the new works to be taken. The details of buildings on which the said amount will be incurred is given at annexure 10 on page no.61. The amount is required for on going works and new works which are required to be completed as per norms of University and AICTE . 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 & 1998-99 and 1999-2000 .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 2000 @ 10% per annum. Case for the enhancement of amount provided in the project report will be taken up separately.

3. Machinery & Equipments

A sum of Rs.875.00 lacs has been provided in the detailed project report of the college. Rs.186.56 has been incurred upto 31-3-2000. Rs.845.27 lacs were approved in the budget estimates including additional demand. A sum of Rs 7.33 lacs was incurred during the year 1999-2000 on the purchase of machinery equipment due to non availability of funds. A sum of Rs.30.00 lacs has been proposed in the budget estimates and a sum of Rs.170.00 lacs has been demanded as additional demand for the year 2000-2001.

It is stated that due to non-availability of funds the development of various laboratories has suffered badly. Details of machinery & equipment required is given at annexure 11 on page no .66.

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.111.45 lacs has been incurred upto 31-3-2000. The facilities as per project report could not be provided due to non availability of funds. Rs.20.00 lacs has been proposed in the budget estimates and Rs.80.00 lacs has been demanded under the head additional demand. Details of other facilities are given at annexure 12 on page no. 67. The cases for purchase of a tractor & an ambulance, were completely processed but purchase orders could not be placed for want of availability of funds.

B. a) Recurring Expenditure

i) Pay & Allowances

A sum of Rs.153.78 lacs was incurred against the approved budget estimate of Rs.220.00 lacs during the year 1999-2000. Rs.287.00 lacs has been proposed in the budget estimate for the year 2000-2001. This expenditure is calculated keeping in view the amount required as per B.M.10 placed at annexure 13 on page no.68 to 82. A number of posts (teaching & non-teaching) will be filled during the year 2000-2001. Pay scales to the faculty have been revised by the state Government. A sum of Rs.100.00 lacs has been included in the proposed amount, as arrear of revised pay scales w.e.f.1.1.96. Advertisement for recruitment of staff is appearing in the press shortly. The proposed expenditure is therefore justified.

