



Indian Institute of Information Technology, Design and Manufacturing, Kancheepuram

Minutes of the 34th Meeting of the Finance Committee held at 03:00 P.M. on Thursday, 09th June 2022, through hybrid mode.

Members Present

Prof. S.Sadagopan	---	Chairman
Prof. S Narayanan	---	Member
Prof. D V L N Somayajulu	---	Member
Shri. Anil Kumar	---	Member
Dr. S Murugiah	---	Member
Shri. Chandan Kumar Prusty	---	Secretary

The leave of absence was granted to Shri. Prashant Agarwal, Director (IIITs), MoE. At the outset, the Chairman welcomed all the members to the Meeting. The comments received from Shri.Prasant agrawal was also placed in the Finance committee.

FC 34 (2022)-1	To Confirm the proceedings of the last (33rd) meeting of the Finance Committee held on 27th January 2022.
	The proceedings of the last (33rd) meeting of the Finance committee held on 27th January 2022 were circulated to all members of the FC after approval by the Chairman, Finance Committee. No comments were received thereafter and the proceedings of the 33rd Finance committee meeting held on 27th January 2022 were confirmed. (Annexure-1)
FC 34 (2022)-2	To discuss and recommend to Board for approval of the Annual Accounts of IITDM Kancheepuram for the FY 2021-22
	The annual accounts for the year 2021-22 were prepared in the prescribed format and the annual accounts need to be placed in the Finance committee and Board of Governors for consideration and approval and the approval of the same needs to be communicated to the audit office to start the certificate audit by the CAG.

The Finance Committee deliberated and recommended to Board for approval of Annual Accounts of IITDM Kancheepuram for the year 2021-22.(Annexure-2)

FC 34 (2022)-3 To discuss and recommend for payment to CPWD for Deposit Amount of ₹1.75 Crore towards outstanding Dues

A request was received from Executive Engineer (Electrical), CPWD for making additional deposit of ₹1.75 crore to settle outstanding bill for the electrical works carried out in Faculty Quarters/ Lab block. In this regard, the following was submitted for kind information of the BWC:

- 1) Infrastructure works in case of Girls hostel, Faculty Quarters and Lab Block could not be completed for want of approval of EFC for release of further funds. In the EFC meeting held on 31.08.2018, the EFC approved the revised cost estimate of ₹461.81 crore for IITDM Kancheepuram. The approval of EFC, inter alia include, release of funds for settlement of liability and completion of balance infrastructure works amounting to ₹49.67 crore as under:

S.No	Name of the Works	Amount in Crores
01.	Laboratory Building- South	10.00
02.	Laboratory Building- North	
03.	Faculty Housing	22.00
04.	Boys Hostel	3.00
05.	Girls Hostel	7.54
06.	Arbitration Liability	1.99
07.	Air conditioning	3.14
08.	Electrical sub-station	2.00
	Total	49.67

In addition, EFC granted additional capital grant of ₹15 crores towards amount payable as outstanding to CPWD.

- 2) In the 24th meeting of the BWC held on 11.10.2018, the BWC was apprised about the approval of EFC along with works to be taken up by the Institute. BWC, after due consideration, approved the following works to be taken by the Institute.

Building	Works to be taken up
Lab South Block	<ul style="list-style-type: none"> • Completing all the balance internal works including fixing light, fan in 3rd and 4th Floor. • VRF AC system in the 3rd floor • Completing Fire-fighting and Fire alarm system in G+4th floor

Lab- North Block	<ul style="list-style-type: none"> • Completing all the balance internal works including fixing light, fan in 3rd Floor. • VRF AC system in the 3rd floor • Completing Fire-fighting and Fire alarm system in G+3rd floor
Faculty Housing Phase-I having 40 Quarters	To complete the balance works including light, fans, commissioning of lifts, firefighting and fire alarm systems.
Girls Hostel	To complete all the balance works including light, fans, installation of lifts, firefighting and fire alarm systems and installing DG set 500 KVA

In line with approval of BWC, the Institute released ₹35.35 crore to CPWD for completing the above works as well as settlement of past liabilities.

- 3) Subsequent to this, Sh. Praveer Saxena, Under Secretary, Ministry of Education visited the institute to review the status of completion of infrastructure works approved by the EFC. In the meeting held on 26.03.2019, it was decided to complete the balance works viz. Faculty housing phase –II (40 units); Laboratory South block (5th to 6th floor) and North Block (4th to 6th floor). It was also decided to seek demand note from CPWD and release the balance funds by 31.03.2019 so as to complete all the works approved by the EFC. A copy of minutes of the meeting is placed as **Annexure-3** for kind perusal of BWC.

In line with the discussion, the institute released the balance fund of ₹29.11 crore thus totaling ₹64.46 crore to CPWD for settlement of liabilities and for new works. These works have been taken up by the CPWD as Phase II.

- 4) After completion of works, CPWD submitted utilization certificate for all the assigned works after foreclosure and the details are as under:

S.No	Name of the Works	Amount Deposited after foreclosure of works	Total Expenditure as per UC submitted by CPWD
01.	Laboratory Building-South	14.73	15.06
02.	Laboratory Building-North	14.62	14.62
03.	Faculty Housing	22.99	22.99
04.	Boys Hostel	1.72	1.72
05.	Girls Hostel	8.23	8.23
05.	Air conditioning	1.93	1.93
06.	Others- Bore well/open	0.24	0.24

	well		
	Total	64.46	64.79

The details of utilization are provided at **Annexure-4**. This includes settlement of past liability settled by the CPWD and the details of the same provided by the CPWD is at **Annexure-5**.

- 5) At present, CPWD vide its letter dated 21.03.2022 and 23.03.2022 requested us to deposit an amount of ₹1.75 crore for settlement of pending running bills, the details of the same is as under:

S.No	Details	Amount
01.	CC5& Running account bill for E&M portion	₹86,23,361.00
02.	CC & Final bill of E& M portion	₹80,04,639.00
03.	Escalation statement	₹7,38,970.00
04.	Provision for Interest	₹1,33,030.00
	Total	₹1,75,00,000

A copy of CPWD letter dated 23.03.2022 along with copy of running bills is placed as **Annexure-6**.

- 6) It is pertinent to mention that the matter of requirement of additional deposit was made by CPWD vide its letter dated 07.01.2021. The matter was discussed with CPWD immediately and it was informed to CPWD that the entire capital amount of ₹64.46 crore were released to CPWD in March 2019 to clear the pending liability as well as for completion of balance works. Further, the Institute and CPWD have agreed in multiple meeting that they will work and complete the projects within the amount sanctioned and deposited to CPWD. Accordingly, CPWD was requested to verify the accounts of both civil and electrical division. A copy of letter addressed to CPWD by the Institute is placed as **Annexure-7**. The matter was also taken up subsequently with CPWD.
- 7) The total funds deposited with CPWD was reconciled and the matter was taken up with CPWD for pending utilization. CPWD has, in turn, submitted utilization details up to 31.03.2022 and utilization is pending for ₹42.62 lakhs and reconciliation for balance amount is under progress. In addition, work completion certificate will be obtained from CPWD for all completed works.
- 8) In its letter CPWD, further intimated the clause (7) of General Conditions of Contract(GCC) of CPWD and as per this clause “*the amount admissible shall be paid by 10th working day after the day of presentation of the bill by the contractor. In case of delay in payment of intermediate bills after 45 days of submission of bill by the contractor, provided the bill submitted by the contractor found to be in order, a simple interest @5% per annum shall be paid to the contractor from the date of expiry of prescribed time limit which will be compounded on yearly basis.*” It is intimated by the CPWD that the bills have been submitted by the contractor on 14.12.2020 and 30.09.2021.

The BWC discussed the matter and opined that all the assigned works should have been completed by the CPWD within the amount deposited by the Institute. The matter of additional works assigned to CPWD was discussed and the status is as under:

S.No	Additional works awarded	Estimated amount (₹in Lakhs)	Approval by BWC	Approval by BoG
01.	Construction of compound wall around Girls Hostel	37.35	25 th BWC held on 26.06.2019	43 rd BoG held on 13.07.2019
02.	Providing 30 Numbers of Car Parking Shed	38.91		
03.	Additional Electrical Works for Lab North and South	153		
04.	Providing Kitchen Cup Board for Faculty Quarters	26.08		
05.	Providing MS Grill in Faculty Housing	17.52		
06.	Road works around girls hostel and quarters	85.00	Vide AA&ES dated 05.11.2013 approved by the 15 th BWC held on 07.10.2013 (against balance quantity)	24 th BoG held on 07.10.2013
07.	Providing and Laying Electrical cable from sub-station to faculty housing	21.00	Internal note approved by the Director	
	Total	378.86		

The Institute is in receipt of all pending work completion certificate and in case Faculty Quarters and Lab, the pending liability amount ₹1.75 crore is indicated by the CPWD.

The BWC noted the status including additional works awarded by the Institute. As these works are essential for successful occupation of the building, the BWC after deliberation, recommended the proposal to FC/BoG for payment of deposit amount of ₹1.75 crore to CPWD towards pending liability.

The Finance committee deliberated and recommended for payment of Rs.1.75 crore to CPWD for settling their pending liability to contractors as full and final settlement and no more claims will be entertained from CPWD. The amount shall be payable from IRG of the

	Institute. The Finance committee advised the Institute, after release of payment to obtain utilization certificate from CPWD so that all pending works are capitalized and no advance/work in progress are pending on account of construction works.
FC 34 (2022)-4	To discuss and recommend for subscription to YOURDOST counselling service
	<p>In this current modern trend of online and hybrid mode of learning, the importance of having counseling platforms in place to foster mental wellness of the students has increased.</p> <p>In this regard, it is submitted that YourDOST, an online cum offline counselling and emotional support platform whose services are specifically targeted towards the students of higher educational institutes.</p> <p>Some of the key offerings of YOURDOST include 24*7 service(online) counselors support, anonymous service for students, monthly update to institute admins, orientation session for students on campus, various workshops, physical presence of counselor at the campus, unlimited audio/video sessions etc.</p> <p>YOURDOST is currently providing their services in various India's premier institutions like IIT Delhi, IIT Madras, IIT Bombay, IIT Palakkad, IIT Tirupati, IIIT Bangalore, NIT Trichy, IISc Bangalore, SRM University etc.</p> <p>Considering the need of the counselling, credibility and expertise of providing services in top educational institutions by YOURDOST, it is proposed to subscribe YOURDOST counselling platform for emotional well-being of the students on nomination basis since the services offered by them are good and many CFTIs are using the services already. The estimated cost of subscription is Rs. 64,900/- (incl. taxes) per month totaling Rs.7,78,800 per annum (including GST)</p> <p>The Finance Committee noted that the services are being availed by other IITs and CFTIs for counselling of students. The committee deliberated and agreed in principle for such services considering the need for psychological counselling due to increased stress level of the students. However, the committee recommended to Board for subscribing to YOURDOST counseling service initially for 6 months. The subsequent extension of the service will be based on the satisfactory services. The future extension if any may be done with the approval of the Director.</p>
FC 34 (2022)-5	To ratify the fees enhancement by 10% for the new B. Tech and Ph.D students for the academic year 2022-23
	<p>As per the MHRD notification letter no.F.No.79-3/2015-TS.1 dated. 10.07.2015, the tuition fee for the new entrants of the UG programme and Ph.D is to be enhanced at the rate of 10% every year. However, due to the COVID -19 pandemic and in line with the MoE directions, the fees were not enhanced in the academic year 2020-21 and 2021-22.</p> <p>Now, it has been decided to enhance the tuition fee by 10% for the UG students and Ph.D students for the academic year 2022-23. Accordingly, the tuition fee for UG students and Ph.D students are</p>

	<p>fixed at Rs. 66,000/- and Rs. 30,000/- per semester respectively. The JoSAA 2022 has been communicated about increase in fees for the batch of 2022-23.</p> <p>The Finance Committee ratified the fees enhancement by 10% for the Academic batch of 2022-23 of B.Tech and Ph.Ds as per the MoE notification.</p>
<p>FC 34 (2022)-6</p>	<p>To discuss and adopt the Uniform Fee Structure for PG Program among CF-IIITs</p>
	<p>In the second meeting of the council of IIITs held on 12th July, 2016, the council decided to fix the tuition fee of PG program as under:</p> <p style="padding-left: 40px;">First Year- ₹50,000 per year w.e.f 2017-18 Second Year- ₹60,000 per year w.e.f.2018-19</p> <p>A copy of the minutes of the meeting is placed as Annexure-8.</p> <p>As the fee hike could not be intimated to the students prior to admission for 2017-18 batch, the revised fee structure was implemented from academic year 2018-19 and 2019-20 the status was communicated to the ministry by way of action taken report.</p> <p>Subsequently, it is noted that the Ministry vide its letter dated 21st July,2017 issued a corrigendum in case of Minutes of 2nd meeting of the Council concerning item Uniform Fees structure for PG program among CF-IIITs, wherein, it was intimated about the typographical error and corrected minutes to be read as under</p> <p style="padding-left: 40px;">First Year- ₹50,000 per semester w.e.f 2017-18 Second Year- ₹60,000 per semester w.e.f.2018-19</p> <p>A copy of the corrigendum issued by the ministry is placed as Annexure-9.</p> <p>However, on account of COVID and also taking into account the ministry advisory for non-enhancement of fee during the period, the institute continued to collect the fees in line with provision contained in the minutes of meeting for the year 2020-21 and 2021-22.</p> <p>At present, it is proposed to align the fee structure in line with the corrigendum, accordingly, the institute has revised the tuition fee to ₹50,000 per semester for the first year and ₹60,000 per semester for 2nd year w.e.f. 2022-23 for all PG program including M.Des. program.</p> <p>The Finance Committee noted the revised fee structure as per the corrigendum received from the Ministry of Education and recommended to collect the revised fee from the M.Tech students for the year 2022-23 batch onwards. The Finance committee advised the Institute to communicate the revised fee to CCMT 2022.</p> <p>Since the M.Des admission 2022-23 notification has been already released by the Institute and students were notified about the result of admission , the Finance committee has approved the existing fees for the M.Des 2022-23 batch and revised fees will be applicable from the 2023-24 batch onwards.</p>

FC 34 (2022)-7	<p>To discuss and approve grant of advance for Purchase of personal Computers to employees of the Institute</p>						
	<p>The Department of Expenditure, Ministry of Finance vide its OM No. 12(1)/E.II(A)/2016 Dtd. 07/10/2016 has issued guidelines on “Grant of Advance for purchase of personal computers”.</p> <p>In accordance to the referred OM advance for purchase of personal computer may be sanctioned to the institute employees as per the following conditions:</p> <table border="1" data-bbox="328 566 1485 853"> <tr> <td data-bbox="328 566 799 636">Quantum</td> <td data-bbox="799 566 1485 636">Rs. 50,000 /- or actual price of PC, whichever is lower</td> </tr> <tr> <td data-bbox="328 636 799 808">Rate of Interest per annum*</td> <td data-bbox="799 636 1485 808">9.8% (during 2022-2023) (Ref: F.No.5(1) – B(PD)/2022 Ministry of Finance OM dated 21.03.2022.)</td> </tr> <tr> <td data-bbox="328 808 799 853">Eligibility Criteria</td> <td data-bbox="799 808 1485 853">All the employees of the institute</td> </tr> </table> <p>*Subject to change with OMs issued by Ministry of Finance, GoI order time to time</p> <p>It is proposed to adopt the sanction of personal computer advance to all the employees of the institute as per the applicable rates of interest.</p> <p>The limit on the grant of computer advance will be FIVE TIMES as per Government of India norms. It is proposed to make a budgetary provision of Rs10.00 Lakhs from the year FY 2022-23 from OH-31 (GRANT IN AID GENERAL) every year for sanction to eligible employees as per the budget provisions. The Repayment will be maximum of 60 months. The Interest on the advance paid will be taken on the interest on advance to employees in the annual accounts. The Broad sheet towards the grant of computer advance will be maintained as per Treasury Rules.</p> <p>The copy of the above OM is attached in Annexure- 10</p> <p>The Finance Committee discussed and recommended to the Board for approval of the guidelines for grant of computer advance to employees.</p>	Quantum	Rs. 50,000 /- or actual price of PC, whichever is lower	Rate of Interest per annum*	9.8% (during 2022-2023) (Ref: F.No.5(1) – B(PD)/2022 Ministry of Finance OM dated 21.03.2022.)	Eligibility Criteria	All the employees of the institute
Quantum	Rs. 50,000 /- or actual price of PC, whichever is lower						
Rate of Interest per annum*	9.8% (during 2022-2023) (Ref: F.No.5(1) – B(PD)/2022 Ministry of Finance OM dated 21.03.2022.)						
Eligibility Criteria	All the employees of the institute						
FC 34 (2022)-8	<p>To discuss and approve the guidelines for reimbursement in respect of purchase of briefcase/official bag/ladies purses</p>						
	<p>The Department of Personal and Training, Ministry of Personal, Public Grievances and Pensions vide its OM No. D-2103/4/2012-Ad-II Dtd. 15/05/2012 has issued guidelines on “Revision of monetary ceiling for purchase/ reimbursement of briefcase/official bag/ ladies purses” for ONCE IN THREE YEARS.</p> <p>In accordance to the referred OM, the reimbursement for purchase of briefcase/official bag/ ladies purses may be made at the rates mentioned below based on the approval from competent authority.</p>						

Sl. No.	Level of officer	Equivalent pay level	Reimbursement Ceiling amount (Rs.)
1.	Secretary/ Special Secretary or equivalent	Level-16 & Level-17	10,000/-
2.	Addl. Secretary or equivalent	Level-15	8,000/-
3.	Joint Secretary or equivalent	Level-14	6,500/-
4.	Director/ Dy. Secretary or equivalent	Level- 12 to Level-13	5,000/-
5.	Under Secretary/ Pro Private Secretary or equivalent	Level- 8 to Level -11	4,000/-
6.	Section Officer/ Private Secretary or equivalent	Level- 7	4,000/-
7.	Assistant/P A or equivalent	Level -6	3,500/-
<p>It is proposed to adopt the above reimbursement rates for eligible employees as mentioned against each levels once in three years.</p> <p>The copy of the above OM is attached in Annexure- 11 The Finance Committee discussed and NOT AGREED for the proposal for reimbursement for purchase of briefcase/official bag/ ladies purses.</p>			
FC 34 (2022)-9	To ratify the revised rate of Dearness allowances from 31% to 34% with effect from 01/01/2022		
	<p>The Department of Expenditure, Ministry of Finance vide OM No. 1/2/2022-E-II (B) dated 31st March 2022 revised the rate of Dearness Allowance from the existing rate of 31% to 34% of the Basic pay from 01/01/2022.</p> <p>Subsequently, Technical Section- 1 of the Department of Higher Education, Ministry of Education vide letter No. F.No.54-2/2017-TS-I (Pt-2) Dated 24th May 2022 forwarded the above mentioned Office Memorandum of Department of Expenditure to all IIITs (CFTI) for necessary action. (Annexure – 12)</p> <p>Based on the communication of MoE, with the approval of Director, the revised DA along with the arrears have been released to the employees.</p> <p>The Finance committee ratified the revised rate of Dearness allowance from 31% to 34% w.e.f. 01/01/2022</p>		
TABLE ITEM - 01	Request of Dr. Raguraman Munusamy for utilisation of GST Input Tax Credit received by the institute in the GBPL project.		
	Dr. Raguraman Munusamy, Assistant Professor is having a GBPL project with a total project cost of Rs. 2,19,29,600/- including GST @12% of Rs. 23,49,600/-. The sponsor has released the entire		

	<p>project cost of Rs. 2,19,29,600/- into our institute's project account. Now, he has submitted a request letter of utilising the GST Input tax credit for the project of around Rs. 13 lakhs received by the institute.</p> <p>The Finance Committee discussed the matter and opined that the GST Input Tax Credit cannot be given to the concerned individual and it should be transferred to the institute corpus fund.</p>
--	--

The meeting concluded with thanks to the Chair.

Sd/-
(Chandan Kumar Prusty)
Secretary

Sd/-
(Prof. D V L N Somayajulu)
Director

Sd/-
(Prof. S. Sadagopan)
Chairman