



Himachal Pradesh Technical University

(A State Government University)

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No. HimTU-FC/2014/ - 5140 - 5143. Dated : 21st Oct., 2014

To

1. Prof. A.D.N. Bajpai,
Vice Chancellor,
H.P. University, Shimla
2. Prof. R.L. Sharma,
Vice Chancellor,
H.P. Technical University,
Hamirpur.
3. Shri K. Sanjay Murthy, I.A.S.,
Principal Secretary (Tech.Edu.) to the
Govt. of Himachal Pradesh, Shimla
4. Shri Rajesh Sharma, H.A.S.,
Special Secretary (Fin-Exp.) to the
Govt. of Himachal Pradesh, Shimla

Subject: **Minutes of 6th meeting of Finance Committee of H.P. Technical University, Hamirpur held on 27th Sept., 2014 at Shimla.**

Sir,

I have the honour to enclose herewith minutes of the 6th meeting of the Finance Committee of H.P. Technical University, Hamirpur held on 27th Sept., 2014 at 2.30 P.M. in the Committee Room of Armsdale Building, H.P. Secretariat, Shimla, for your kind perusal and confirmation please.

Yours faithfully,


Member Secretary
Finance Committee

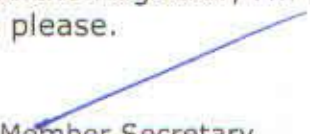
Encl: As above - 5144.

Endst. No. HimTU-FC/2014/

Dated : 21st Oct., 2014

Copy of above is forwarded to the Registrar, H.P. Technical University, Hamirpur for information please.

Encl: As above


Member Secretary
Finance Committee

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Minutes of the 6th Meeting of Finance Committee of Himachal Pradesh Technical University, Hamirpur.

The 6th Meeting of Finance Committee was held on 27th Sept., 2014 at 2.30 pm in the Committee Room of Armsdale Building, H.P. Secretariat, Shimla (HP). The following were present:-

- | | |
|--|---------------------|
| 1. Prof. R.L. Sharma
Vice-Chancellor,
H.P. Technical University,
Hamirpur. | Chairman |
| 2. Shri K. Sanjay Murthy, I.A.S.,
Principal Secretary (Tech.Edu.) to the
Govt. of Himachal Pradesh, Shimla | Member |
| 3. Shri Rajesh Sharma, H.A.S.,
Special Secretary (Fin-Exp.) to the
Govt. of Himachal Pradesh, Shimla | Member |
| 4. Shri Ashok Kumar Dhiman,
Finance Officer,
H.P. Technical University,
Hamirpur. | Member
Secretary |

Prof. A.D.N. Bajpai, Vice-Chancellor, H.P. University, Shimla could not attend the meeting because of his prior engagements.

The Chairman welcomed all the participants in the meeting and thereafter the discussions and deliberations on following items were held and decisions were taken as under:

Item No. 6.1 Confirmation of Minutes of 5th Finance Committee Meeting held on 13.02.2013.

The minutes of 5th Finance Committee meeting of HPTU held on Feb. 13, 2013 were confirmed.

Item No. 6.2 Action taken report on 5th Finance Committee Meeting held on 13.02.2013.

Action taken report on 5th Finance Committee Meeting held on 13.02.2013 was perused and approved by the Finance Committee.

Item No. 6.3 Approval of Balance Sheet of H.P. Technical University for the Financial Year 2011-12 and 2012-13.

After discussions, the Balance Sheet of the H.P. Technical University duly audited by the Chartered Accountant for the financial years 2011-12 and 2012-13 were approved by the Finance Committee.

Item No. 6.4 Proposal for revision of Examination Fee and miscellaneous charges.

The item was discussed in detail and the Finance Committee approved the rates as proposed *as per Annexure D.*

Item No. 6.5 Proposal for revision of Remuneration for evaluation of answer books of under graduate and post graduate courses.

The Finance Committee approved remuneration for evaluation of answer books of under graduate and post graduate courses, at par with rates in H.P. University, as under:

Item	Existing Rates	Approved Rates
Evaluation of Answer Books (Theory)	Rs. 10 per answer book subject to minimum of Rs. 150 in case No. of answer books are less than 15.	Rs. 15 per answer book subject to minimum of Rs. 150 in case No. of answer books are less than 15.

Item No. 6.6 Proposal for Remuneration to staff engaged for secrecy/conduct work.

The Finance Committee approved the remuneration rates to the examination staff, as under:

Sr. No.	Designation	Approved Rates
1	Controller of Examination	Rs. 5,000 per session
2	Assistant Registrar	Rs. 2,500 per session
3	Clerical Staff	Rs. 200 per day
4	Peon	Rs. 100 per day
5	Incharge - packing of examination material including question papers	Rs. 300 per day



Item No. 6.7 Proposal for revision of Remuneration to internal staff engaged in the evaluation centre (after office hours/gazetted holidays).

The Finance Committee approved the remuneration to staff of evaluation centre engaged after office hours or on holidays, as under:

Sr. No.	Designation	Existing Rates (Per Day)	Approved Rates (Per Day)
1	Controller of Evaluation Centre	Rs. 550	Rs. 750
2	Deputy Controller of Evaluation Centre	Rs. 550	Rs. 750
3	Clerks of Evaluation Centre	Rs. 350	Rs. 400
4	Peon/Chowkidar/Peon -cum-Waterman	Rs. 160	Rs. 200
5	Sweeper	Rs. 120	Rs. 150

Item No. 6.8 Proposal for Fee Structure regarding processing fee from institutions.

The item was discussed in detail and the Finance Committee approved the fee structure regarding processing fee to be charged from colleges/institutions by H.P. Technical University for different services, as under:

Sr. No.	Item	Processing fee
1	NOC for Closure of Programme/Branch	Rs. 25,000
2	NOC for Increase/Decrease in Students intake	Rs. 25,000
3	Consent for opening new colleges/institutions	Rs. 25,000




Item No. 6.9 Hiring of Residential Accommodation for Statutory officers of the University on lease basis.

The item was discussed in detail and it was decided that Type-IV residential accommodation to all the statutory officers of H.P. Technical University viz. Registrar, Finance Officer and Deans may be hired on lease basis at a rate not exceeding Rs. 7,000 (Rs. Seven thousand) per month. However, the standard license fee as applicable for Type-IV accommodation at Hamirpur shall be recovered from the officers concerned.


Item No. 6.10 Purchase of closed body secrecy vehicle for exam related works.

The item was discussed and in view of difficulties faced in H.P. Technical University for transportation of examination related material, proposal for purchase of Mahindra make closed body secrecy vehicle is approved.

The meeting ended with a vote of thanks to the Chair.


Member Secretary
Finance Committee
H.P. Technical University,
Hamirpur (HP)
(27.09.2014)

Confirmed by


Vice-Chancellor
H.P. Technical University,
Hamirpur (HP)
(27.09.2014)

ANNEXURE - D to Item No. 6.4

PROPOSAL FOR REVISION OF EXAMINATION FEE AND MISC. CHARGES

Sr. No.	Name of Charges	Existing Rates in HPTU	Approved Rates in HPTU
1	Exam Fee :		
	B.Tech	500	1000+ 500 (PP)
	B.Pharma	500	1000+ 500 (PP)
	B.Ayurveda	500	1000+ 500 (PP)
	M.Tech.	500	1000+ 500 (PP)
	M.Pharma	500	1000+ 500 (PP)
	MCA	500	1000+ 500 (PP)
	MBA	500	1000+ 500 (PP)
2	Golden Chance/Special Chance	NA	1000
3	Duplicate Certificate/ Degree (1 st time, 2 nd time & 3 rd time)	NA	200/400/700
4	Provisional Consolidation/ Degrees certificate (1 st time, 2 nd & 3 rd time)	NA	300/500/800
5	Merit Certificate (2 nd time)	NA	300
6	Subject Certificate (1 st time, 2 nd time & 3 rd time)	NA	100/200/300
7	Paper wise Detailed Marks Per Subject	NA	200
8	Paper wise Detailed Marks All Subjects	NA	200
9	Correction in Subject Fee (All Courses)	NA	500
10	Duplicate Registration Card	200	200
11	Correction in Admission Form	100	200
12	Paper wise Consolidate Statement of Marks (to be supplied to the Head of Recognized Institutions)	NA	200
13	Examination Form for all UG/PG Classes (Non Computerized/Computerized form)	20	20/200



14	Registration Form all UG/PG Classes (Non Computerized/Computerized form)	20	20/100
15	Submission of Examination Forms Late Fee (Per Exam Form)		
	(A) Upto 15 days after the normal date fixed for submission of Examination Forms	NA	600
	(B) Upto 20 Days before the date of Commencement of Examination	NA	2000
	(c) Not later than 7 working days before the date of commencement of the Examination	NA	5000
	(D) In a very special circumstances an examination form can be accepted with the permission of the V.C.	NA	10000
16	Fee for Re-evaluation of UG Classes (Per Answer Book)	200(PP)	300(PP)
17	Fee for Re-evaluation of UG Classes (Per Answer Book)	200(PP)	300(PP)
18	Cost of Application Form for Identification of Answer Books(s) after Rechecking/ Re-evaluation	NA	20
19	Fee for Identification of Answer Books personally by the candidate after re- checking/ Re-evaluation (Per Answer Book)	NA	300
20	Fee for Re-checking of Answer Books (Per Answer Book) (UG / PG)	1000	1000/1500
21	Confidential result (Per Result) (Each Time)	200	500
22	Form for Duplicate Degree/DMC/ Cert./Provisional Certificate, etc.	NA	300
23	Price of all other Forms existing or to be introduced later (to be added in fee in case of online form)	NA	20
24	Verification of Academic Qualification etc. of a person applying within India Territory (Per Examination, each time)	NA	400

25	Verification of Academic Qualification etc. of a person applying from a place outside India. i.e. from abroad (Per examination, each time)	NA	5000
26	Change of examination Centre from one station to another within the jurisdiction of the University (Each Time)	NA	1000
27	Duplicate Roll No. (Each Time)	50	100
28	Change /Correction in Examination form/ Change of subject /option (not late than one month before the commencement of examination (For Each Correction)	NA	500
29	(A) Fee for provisional Admission of candidate in the exam at the exam centre without production of Roll No. card, if the name of subject/Paper/ Option/Syllabi in the cut-list. (B) Fee for provisional Admission of candidate in the examination if the name does not figure in the cut-list (For the first paper only). The fee so collected by the Centre Supdt./Dy.Supdt. of the Centre shall be deposited with the University at the time of rendering the account/preferring TA Bills.	NA	100 500
30	Eligibility-cum –Equivalence Certificate for the examinations passed from other Universities (Each Time/Per Examination) (Foreign/Within India)	NA	1200/1000
31	Change in name (Each Time)	NA	300
32	Correction in name of the student in a document (Wrong Particulars sent by Principal)	200	300
33	Correction in Date of Birth (Per Application /Each Time)	NA	300
34	Original/Duplicate Inter University Migration Certificate by Regd. Post (1 st time ,2 nd time &3 rd time)	200	200/400/600
35	Correction in the Regn. Card after 15 days of its receipt by the candidate/ Principal of the college(1 st time, 2 nd time & 3 rd time)	200	300



36	Duplicate Regn. Card (1 st time, 2 nd time & 3 rd time)	200	400/500/600
37	Revival of Regn. within 2 years gap	NA	1250
38	Cancellation of Migration (Each time)	NA	500
39	Fee for Submission of thesis/ Dissertation for PG Classes	NA	2000
40	Thesis/ Dissertation/Project Report Evaluation Fee		
	1) Under Graduate Classes	NA	500/800 Late Fee
	2) Post Graduate Classes	NA	2500
	3) Evaluation fee for Ph.D Thesis	NA	5000
41	Charges for <i>Viva voce</i>		
	1) Under Graduate Classes	NA	Rs. 50 per student
	2) Post Graduate Classes	NA	Rs. 50 per student

