



Himachal Pradesh Technical University

(A State Government University)

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No. HPTU-12th FC/2016/ 103-05

Dated: 04th January, 2017

To

1. Shri Sanjay Gupta, I.A.S.,
Principal Secretary (Tech.Edu.) to the
Govt. of Himachal Pradesh, Shimla
2. Shri D.D. Sharma, I.A.S.,
Special Secretary (Fin-Exp.) to the
Govt. of Himachal Pradesh, Shimla
3. Shri Rajeshwar Goel, H.A.S.,
Director, Technical Education,
Sundernagar, Himachal Pradesh.


Subject:

Minutes of 12th meeting of Finance Committee of H.P. Technical University, Hamirpur held on 04th January, 2017.

Sir,

I have the honour to enclose herewith minutes of the 12th meeting of the Finance Committee of H.P. Technical University, Hamirpur held on 04th January, 2017 at 11.30 a.m. in the chamber of Principal Secretary (TE) to the Government of Himachal Pradesh, Shimla, for your kind perusal and confirmation please.

Yours faithfully,


Finance Officer
(Member Secretary,
Finance Committee)

Encl: As above

Endst. No. HPTU-12th FC/2016/ 106-08
Copy of above is forwarded to:

Dated: 04th January, 2017

1. PS to Hon'ble Vice Chancellor, H.P. Technical University, Hamirpur for information of the latter, please.
2. The Registrar, H.P. Technical University, Hamirpur for information and issuing notifications of the decisions taken, please.
3. The Dean (Academic), H.P. Technical University, Hamirpur for information please

Encl: As above


Finance Officer
(Member Secretary,
Finance Committee)



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MINUTES OF 12TH MEETING OF THE FINANCE COMMITTEE HELD ON 04TH JANUARY, 2017

The 12th Meeting of the Finance Committee of the Himachal Pradesh Technical University was held on 04th January, 2017 at 11.30 a.m. in the chamber of Principal Secretary (TE) to the Government of Himachal Pradesh, Shimla.

The following members were present:

- | | | |
|----|--|---|
| 1. | Prof. R L. Sharma
Vice Chancellor
H.P. Technical University, Hamirpur | Chairman |
| 2. | Shri Sanjay Gupta, I.A.S.,
Principal Secretary (TE) to the Govt. of
Himachal Pradesh, Shimla | Member |
| 3. | Shri Rajeshwar Goel, H.A.S.,
Director, Technical Education, Vocational &
Industrial Training, H.P. Sundernagar | Member |
| 4. | Mr. Rakesh Kumar Sharma, H.A.S.,
Registrar, H.P. Technical University
Hamirpur | Special Invitee |
| 5. | Dr. N.N. Sharma,
Dean (Academics),
H.P. Technical University, Hamirpur. | Member |
| 6. | Shri Ramesh Chand Sharma,
Section Officer (Finance-E)
H.P. Secretariat, Shimla. | Member
(Nominee of
ACS (Finance)) |
| 7. | Shri A.K. Dhiman, S.A.S.
Finance Officer,
H.P. Technical University, Hamirpur | Member Secretary |

Additional Chief Secretary (Finance) or Special Secretary (Finance-Exp.) to the Govt. of Himachal Pradesh could not attend the meeting due to their pre-occupation and, therefore, Section Officer (Finance-E) attended the meeting.

At the outset, the Vice Chancellor extended a warm welcome to all the members and thanked them for sparing their valuable time to attend the meeting. He also shared the progress being made by the University on different fields.

After this, the Agenda was taken up for discussion.

Item No. 12.1 To confirm the Minutes of 11th meeting of the Finance Committee held on 31st August, 2016.

The minutes of the 11th meeting of the Finance Committee held on 31st August, 2016 were confirmed.

Item No. 12.2 To place before the Finance Committee the Report about the action taken on the decisions of its 11th meeting of the Finance Committee held on 31st August, 2016.

The report about the action taken on the decisions of 11th meeting of the Finance Committee held on 31st August, 2016 was noted.

Item No. 12.3 To report to the Finance Committee the action taken on the Annual Accounts of H.P. Technical University for the FY 2014-15 to be laid before the State Legislature.

The Finance Committee approved, the Annual Accounts for the FY 2014-15 of the H.P. Technical University duly audited by the Chartered Accountant.

Item No. 12.4 To seek approval of Revised Budget Estimates for the FY 2016-17 and Budget Estimates for the FY 2017-18.

The Finance Committee approved the Revised Budget Estimates for the FY 2016-17, and Budget Estimates for the FY 2017-18 placed at Annexure 12.4 A.

Item No. 12.5 To seek approval of revision/ fixation of examination fee.

The Finance Committee approved the revision of examination fee as under. The revision of fee shall be applicable from the July, 2017 Session.

Name of Course	Approved Rates	
	Theory (Rs.)	Practical (Rs.)
(a) Regular Students		
B.Tech	2000	500
M.Tech	2000	500
MBA	1500	-
MCA	1500	500
B.Pharma	2000	500
B.Ayurveda	2000	500
M.Pharma	2000	500
(b) Special Chance/ Golden Chance	3000	1000

(c) Re-appear Students	500 per paper subject to maximum upper limit of Rs.2000	500
(d) Re-evaluation Fee	400 per paper	--

Item No. 12.6

To seek approval of fixing norms for refund of online fee deposited by the Students.

The Finance Committee approved the following norms for refund the examination fee deposited by the students:

- (i) Student not able to generate examination form after making online payment and deposit extra fee through online/offline against the same form.
- (ii) Due to technical reasons, if any.
- (iii) Refund form is submitted by the student within a period of two months after the last date of the filling the examination form.

Item No. 12.7

To seek approval of amendment in norms for theory/ practical examinations and migration fee.

The Finance Committee approved the amendment in the norms and remuneration in connection with conduct of theory/practical/ theory examinations and migration fee, as under:

Sr. No.	Examination	Rates/provisions approved
1	Remuneration to External Examiner for conduct of practical examination	Rs. 10 per candidate with minimum of Rs. 250 per session
2	Conduct of Theory Examination	One invigilator upto Rs. 40 students and subsequent of its multiples. No invigilator is to be deployed upto strength of 20 students.
3	Migration Fee for Inter-University passed out students from HPTU	Rs. 400

Item No. 12.8

To seek approval for fixing fee for spot evaluation or re-evaluation of answer books.

The Finance Committee approved to fix fee of Rs. 5,000 per answer book for spot evaluation or re-evaluation. This rate shall be applicable from the June, 2017 Semester Examination.

Item No. 12.9

To seek approval of fixing rates of remuneration for Building & Works Committee.

The item was deferred.

Item No. 12.10

To seek approval of revising rates of remuneration for various Committees.

The Finance Committee approved to revise the remuneration to external members of following committees, as under:

Sr.No.	Name of Committee	Approved Rates
1	Unfair Means Committee	Rs. 2500 per day
2	Selection/Recruitment Committee	Rs. 2500 per day

Item No. 12.11

To seek approval to discontinue payment of remuneration for counseling work.

The Finance Committee approved to discontinue payment of remuneration to internal staff performing duties in connection with counseling work. However, they shall be entitled for lunch/refreshment at the approved rates, during the days of counseling.

Item No. 12.12

To seek approval for grant of Uniform Allowance to Drivers on outsourcing basis.

The Finance Committee approved to grant uniform allowance to the driver hired on outsourcing basis, amounting to Rs. 200 per month, as admissible to regular drivers of the State Government vide FD, HP office memorandum No. Fin(C)A(3)-14/86 dated 3rd July, 2013.

Item No. 12.13

To seek approval of charging expenditure on outsourced employees under the head "Outsourcing Charges"

The Finance Committee approved to charge the expenditure on outsourcing of manpower on the University head of account "Outsourcing Charges" on the analogy of State Government Departments.

Item No. 12.14

To seek approval for hiring the services of retired engineer.

The Finance Committee accorded approval to hire the services of a retired Junior Engineer at a consolidated remuneration of Rs. 21,000 per month initially for a period of two years. However, the upper age of the person to be engaged shall not be more than 65 years.



Item No. 12.15 Introduction of Scholarship Scheme to the meritorious students from IRDP.

The Finance Committee approved the scholarship scheme to meritorious students from the academic session 2017-18 subject to modalities to be worked out. It was also decided that the proposal be put up before the Finance Committee in the next meeting.

Item No. 12.16 To seek approval of study tour for integrated collaboration programme between H.P. Technical University and Foreign Universities.

It was decided to perform the remaining part of the tour to USA and Canada during the period w.e.f. 17th April, 2017 to 26th April, 2017.

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


Member Secretary
Finance Committee
H.P. Technical University

Confirmed by


Chairman (Finance Committee)
Vice-Chancellor,
H.P. Technical University

HIMCAHL PRADESH TECHNICAL UNIVERSITY
GANDHI CHOWK, HAMIRPUR (HP)

BUDGET AT GLANCE (Rupees in Lakhs)

SR. NO.	HEAD OF ACCOUNT	Actuals 2015-16	Budget Estimates 2016-17	Actuals Upto 30.09.2016	Revised Budget Estimates 2016-17	Proposed Budget Estimates 2017-18
PART -I (INCOME)						
1	REVENUE INCOME					
	(i) Grants & Donations	0.00	0.00	0.00	0.00	0.00
	(ii) Domestic Receipts	2029.72	1470.40	1369.97	2180.09	1847.49
2	CAPITAL INCOME	0.00	0.00	0.00	0.00	0.00
	TOTAL INCOME (1+2)	2029.72	1470.40	1369.97	2180.09	1847.49
PART -II (EXPENDITURE)						
1	REVENUE EXPENDITURE					
	(i) Salary & wages	156.43	305.00	86.65	304.00	505.00
	(ii) Examinations expenses	120.83	220.00	21.81	150.00	250.00
	(iii) General expenses & Common services	56.49	116.20	34.48	98.55	124.30
	(iv) Other charges	21.48	37.50	9.01	40.90	50.30
	(v) Transport services	9.91	26.00	5.32	13.70	28.00
	Total (i - v)	365.14	704.70	157.27	607.15	957.60
2	CAPITAL EXPENDITURE					
	(i) University Equipments	25.35	41.80	23.26	65.40	62.00
	(ii) University Vehicles	0.00	10.00	0.00	10.00	10.00
	(iii) University Buildings	25.24	505.00	269.62	805.00	2005.00
	(iv) Others	0.10	5.00	0.01	0.20	5.00
	Total (i - iv)	50.69	561.80	292.89	880.60	2082.00
	TOTAL EXPENDITURE (REVENUE + CAPITAL)	415.83	1266.50	450.16	1487.75	3039.60



PART - I : INCOME					
REVENUE INCOME			(Rupees in Lakhs)		
CLASSIFICATION	Actuals 2015-16	Budget Estimates 2016-17	Actuals Upto 30.09.2016	Revised Budget Estimates 2016-17	Proposed Budget Estimates 2017-18
A. GRANTS & DONATIONS					
1	State Govt.	0.00	0.00	0.00	0.00
2	Govt. of India	0.00	0.00	0.00	0.00
3	U.G.C.	0.00	0.00	0.00	0.00
4	Donations	0.00	0.00	0.00	0.00
TOTAL (1-4)		0.00	0.00	0.00	0.00
B. DOMESTIC RECEIPTS					
1	Exams.& its related fee	888.99	500.00	601.93	1110.00
2	Students Registration fee	56.54	55.00	41.48	40.00
3	Application processing fee	3.70	10.00	0.05	2.00
4	Affiliation fee colleges	99.50	100.00	2.25	80.00
5	Inspection fee colleges	47.25	30.00	0.00	30.00
6	Counseling fee colleges	57.00	50.00	22.50	35.00
7	University Development fund	427.60	420.00	308.81	350.00
8	Sale of Prospectus/HPCET	117.37	100.00	170.12	150.00
9	License fee	0.21	0.30	0.30	0.40
10	Interest earned	315.09	200.00	208.60	200.00
11	Misc. Receipts	16.38	5.00	13.88	21.00
12	Attached Vehicle Deduction	0.09	0.10	0.05	0.09
TOTAL (1-12)		2029.72	1470.40	1369.97	2180.09
GRAND TOTAL (A+B) REVENUE INCOME		2029.72	1470.40	1369.97	2180.09
CAPITAL INCOME			(Rupees in Lakhs)		
Capital Income		0.00	0.00	0.00	0.00
TOTAL CAPITAL INCOME		0.00	0.00	0.00	0.00

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PART -II : EXPENDITURE
REVENUE EXPENDITURE

(Rs. in Lakhs)

CLASSIFICATION		Actuals 2015-16	Budget Estimates 2016-17	Actuals Upto 30.09.2016	Revised Budget Estimates 2016-17	Proposed Budget Estimates 2017-18
A. SALARY & WAGES						
1	Salary to staff	154.47	300.00	85.57	300.00	500.00
2	Wages	1.96	5.00	1.08	4.00	5.00
Total (1-2)		156.43	305.00	86.65	304.00	505.00
B. EXAMINATION EXPENSES						
1	General expenses	99.99	140.00	15.59	140.00	200.00
2	Printing Expenses	20.84	80.00	6.22	10.00	50.00
Total (1-2)		120.83	220.00	21.81	150.00	250.00
C. GENERAL EXPENSES & COMMON SERVICES						
1	Outsourcing of services	28.73	60.00	6.67	10.00	20.00
2	Electrical charges	1.47	2.00	0.99	2.00	2.00
3	Water charges	0.05	0.20	0.05	0.20	0.30
4	Telephone charges	1.41	2.00	0.78	1.60	2.00
5	Travelling expenses	6.73	5.00	1.77	15.00	15.00
6	Printing & Stationery	2.29	5.00	0.68	4.00	6.00
7	Postage & telegrams	0.80	2.00	0.42	1.80	2.00
8	Advertisement	9.33	20.00	4.23	7.00	10.00
9	Misc. Contingent charges	0.00	3.00	17.03	50.00	50.00
10	Medical reimbursement	1.64	2.00	0.27	1.60	2.00
11	Sanitary expenses	0.15	1.00	0.07	0.15	1.00
12	Mtc.& repair of computers, photocopier,	1.47	3.00	0.57	1.50	3.00
13	Misc. expenses	0.00	2.00	0.00	0.10	2.00
14	Furniture repair	0.00	2.00	0.00	0.30	2.00
15	Books/journals/ newspapers	0.30	2.00	0.06	0.30	2.00
16	Office expenses	2.12	5.00	0.89	3.00	5.00
Total (1-16):		56.49	116.20	34.48	98.55	124.30

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D. OTHER CHARGES						
1	Rent , Rates & Taxes	3.53	5.00	0.95	1.50	
2	Expenses in connection with training of staff	0.00	2.00	0.00	0.60	
3	Tools & Plant	0.00	2.00	0.00	0.10	2.00
4	Honorarium/Remuneration (including expert of inspection/ selection committee etc.	12.47	20.00	3.84	15.00	20.00
5	Overtime allowance	0.00	0.50	0.00	0.00	0.50
6	Audit & Legal expenses	0.47	2.00	0.00	0.50	2.00
7	Liveries/uniforms	0.00	0.50	0.00	0.10	0.50
8	Expenses on meetings & conferences / hospitality & Refreshment	1.63	2.00	1.98	15.00	3.00
9	Hot & cold weather charges	0.00	1.00	0.00	0.00	1.00
10	Telephone security	0.00	0.10	0.00	0.20	0.10
11	V.C.'s Residence Expenses	0.11	0.20	0.06	0.20	1.00
12	Website hosting & maintenance charges	0.00	1.00	0.05	1.00	1.00
13	Commission on sale of prospectus	0.00	0.00	0.00	0.00	0.00
14	Bank charges	0.17	0.20	0.14	0.20	0.20
15	Membership Fee	1.00	0.00	0.49	1.00	1.00
16	Financial Assistance to colleges	2.1	0.00	1.50	5.00	10.00
17	Misc. expenses including manure/ beautification	0.00	1.00	0.00	0.50	1.00
	Total (1-17):	21.48	37.50	9.01	40.90	50.30
E. TRANSPORT SERVICES						
1	POL charges/mtc. & repair of University vehicles.	2.20	3.00	0.93	3.00	5.00
2	Insurance of vehicles	0.29	2.00	0.00	0.50	2.00
3	Token/passenger tax	0.01	1.00	0.00	0.20	1.00
4	Hire charges of vehicles	7.41	20.00	4.39	10.00	20.00
	Total (1-4):	9.91	26.00	5.32	13.70	28.00
	GRAND TOTAL (A-E): REVENUE EXPENDITURE	365.14	704.70	157.27	607.15	957.60

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CAPITAL EXPENDITURE						
(Rupees in Lakhs)						
A. UNIVERSITY EQUIPMENTS						
1	IT Hardware equipment	13.45	20.00	1.64	20.00	20.00
2	Office furniture & fixture	0.60	18.00	20.60	25.00	20.00
3	Office Equipments	10.95	2.00	1.01	20.00	20.00
4	V.C.'s Residence equipment/ Furniture/Fixture	0.34	0.80	0.00	0.20	1.00
5	IT Software equipments	0.01	1.00	0.01	0.20	1.00
TOTAL (1-5)		25.35	41.80	23.26	65.40	62.00
B. UNIVERSITY VEHICLES						
1	Purchase of car/secretary van/jeep	0.00	10.00	0.00	10.00	10.00
TOTAL		0.00	10.00	0.00	10.00	10.00
C. UNIVERSITY BUILDINGS						
1	Renovation of allotted building	0.00	5.00	0.64	5.00	5.00
2	University Buildings etc.	25.24	500.00	268.98	800.00	2000.00
TOTAL (1-2)		25.24	505.00	269.62	805.00	2005.00
D. OTHERS						
1	Library	0.10	5.00	0.01	0.20	5.00
TOTAL		0.10	5.00	0.01	0.20	5.00
GRAND TOTAL (A-D) CAPITAL EXP.		50.69	561.80	292.89	880.60	2082.00

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