

Minutes of 21<sup>st</sup> Meeting of Finance Committee of Himachal Pradesh Technical University, Hamirpur held on 2<sup>nd</sup> July 2022, at 11.30 A.M. in the Board Room of H.P. Technical University under the Chairmanship of Prof. Shashi Kumar Dhiman, Vice Chancellor, Himachal Pradesh Technical University, Hamirpur.

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Following members attended the meeting: -

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|---|------------------|
| 1) Sh. Akshay Sood, I.A.S<br>Secretary (Finance) to the<br>Government of Himachal Pradesh   | Member           |
| 2) Sh. Amitabh Avasthi , I.A.S<br>Secretary (Technical Education)<br>To the Government of Himachal Pradesh .                      | Member           |
| 3) Sh. Vivek Chandel, H.A. S<br>Director, Technical Education<br>Vocational & Industrial Training<br>Himachal Pradesh Sundernagar | Member           |
| 4) Sh. Anupam Kumar H.A. S<br>Registrar, Himachal Pradesh<br>Technical University   | Member           |
| 5) Sh. Vijay Sofra<br>Finance Officer<br>Himachal Pradesh<br>Technical University   | Member-Secretary |

Hon'ble members mentioned at Sr.1 to 3 attended the meeting through Video Conferencing.

**Item No.21.1 Opening Remarks by the Chairman.**

At the outset, the Chairperson, Finance Committee, Himachal Pradesh Technical University extended a warm welcome to all the members and thanked them for sparing their valuable time to attend the meeting. Thereafter, Chairperson asked Sh. Vijay Sofra, HPFAS, Finance Officer-cum -Member Secretary to take up the agenda items. Accordingly, agenda was taken up for discussion and following decision were taken: -



**Item No. 21.2 To confirm the Minutes of 20<sup>th</sup> Meeting of the Finance Committee held on 23<sup>rd</sup> January 2021**

The minutes of the 20<sup>th</sup> meeting of the Finance Committee held on 23.1.21 in the H.P. Secretariat, Shimla were confirmed.

**Item No. 21.3 To place before the Finance Committee the Report about the action taken on the decisions of its 20<sup>th</sup> Meeting held on 23.1.2021**

All the present Members of the Finance Committee of Himachal Pradesh Technical University noted and expressed satisfaction over the action taken report (ATR) on the decisions taken in the 20<sup>th</sup> Meeting of the Finance Committee held on 23<sup>rd</sup> January, 2021

**Item no 21.4 To place before the Finance Committee the Report about the action taken on the decisions taken through circulation.**

The report on action taken on the decision taken by the Finance Committee through circulation on dated 6.9.21 & 19.3.2022 was noted.

**Item No. 21.5 To seek approval of Budget Estimates for the Financial Year 2022-23.**

The Finance Committee approved the Budget Estimates of Himachal Pradesh Technical University for financial year 2022-23 as placed at Annexure 21.5.

**Item no-21.6 To report to the Finance Committee the Annual Accounts of H.P. Technical University for the FY 2019-20 & 2020-21 to be laid before the State Legislature.**

The Finance committee approved the annual accounts for the financial year, 2019-20 and 2020-21 duly audited by the Chartered Accountants as per Annexure 21.6 "A" & "B" and further decided to submit the same to the Government so as to lay the same before the State Legislature. as per section 41 of the Himachal Pradesh Technical University Act, 2014.

**Item no 21.7 To consider and approve the proposal to create and fill up various teaching, technical and non-teaching posts in Himachal Pradesh Technical University, Hamirpur**

After detailed deliberations, Finance committee unanimously approved to create 32 teaching and 19 technical & non-teaching posts in the Himachal Pradesh Technical University, Hamirpur for smooth functioning per detail given below :-

SN	Name of School	Name of Department	No of posts			
			Prof.	Associate Professor	Assistant professor	Total
1	School of Engineering & Technology	Department of CSE	1	2	8	11
2	School of Commerce and Management	Department of Management	0	1	6	7
3	School of Basic & Applied Science	Department of Physics	0	0	4	4
		Department of Mathematics	0	0	4	4
4	School of Humanities & Social Science	Department of Yoga	0	0	2	2
		Department of English	0	0	2	2
5	Environmental Science	Department of Environmental Science	0	0	2	2
6	<b>TOTAL (1+2+3+4+5)</b>					<b>32</b>
<b>Other categories</b>			<b>No of posts</b>			
7	Placement, Entrepreneurism, and incubation Centre	Training & Placement officer	1			1
8	Central Library	Assistant Librarian	1			1
		Library Attendant	2			2
9	Technical Staff in laboratories	Sr. lab Technician	1			1
		Jr. lab. Technician	4			4
10	Non-teaching staff	Sr. Assistant	4			4
11		Clerk	4			4
12		Jr. Scale stenographer	2			2
13	<b>Total (7+8+9+10+11+12)</b>					<b>19</b>
14	<b>Grand Total (6+13)</b>					<b>51</b>

The Finance Committee unanimously approved that the matter regarding creation and filling up of 51 posts as detailed above may kindly be submitted to the Government along-with financial implications for its early approval.

**Item no 21.8 To consider and approve the amendments in the Norms/Guidelines for Bachelor of Business Administration (BBA), Bachelor of Computer Application (BCA) courses.**

The Finance Committee approved to make following amendments in Points no.3(Fee) of Norms/ Guidelines for Bachelor of Business Administration (BBA), Bachelor of Computer Application (BCA) courses as under:

<b>Existing</b>	<b>Approved</b>
Application Processing fee Rs. 5,000/- (payable at the time of submission of affiliation application)	Application Processing fee Rs. 5,000/- (payable at the time of submission of affiliation application)
Inspection fee Rs. 15,000/- per course	Inspection fee Rs. 15,000/-per course
Affiliation fee Rs. 50,000/- per course.	Affiliation fee Rs. 15,000/- per course

**Item no 21.9 To consider and approve the guidelines for Amalgamated Funds of the students of various schools of Himachal Pradesh Technical University Campus at Hamirpur**

The Finance Committee approved the guidelines for utilization of Amalgamated fund as per Annexure 21.9.

**Item no 21.10 To consider and approve the financial obligations for executing Memorandum of Understanding (MoU) already signed between Himachal Pradesh Technical University and All India Council for Technical Education (AICTE), New Delhi to jointly conduct the Short-Term Training Programs (STTP's).**

The Finance Committee approved the financial obligations for executing Memorandum of Understanding (MoU) signed between Himachal Pradesh Technical University and All India Council for Technical Education (AICTE), New Delhi for organizing the Short Term Training Programs (STTP's).

**Item no 21.11 To consider and adoption of Government of Himachal Pradesh, Department of Finance (Regulation) Office Memorandum regarding Uniform Allowance & Washing Allowance**

The Finance Committee allowed the H.P. Technical University to adopt the following notifications/OM issued by the Finance Department (Regulation), Government of Himachal Pradesh for grant of uniform allowance to Class-IV and Driver and grant of conveyance allowance to blind and orthopedically handicapped Government Employees:-

SN	OM / letter no	Regarding	Remarks
1	No Fin(C) A(3)6/99 dated 2.9.2002	Grant of Uniform Allowance to Class IV	As per Annexure 21.11-A
2	No .Fin(C) A(3)-14/86 dated 28..7.2018	Grant of Uniform Allowance to Driver	As per Annexure 21.11-B
3	Fin(C) B(15)-2/2015 dated 21.4.2020	Grant of Conveyance Allowance to blind and orthopedically handicapped Government Employee	As per Annexure 21.11-C

**Item no 21.12 To fix remuneration / sitting fee and boarding & lodging charges for the Chairman & members of Search Committee constituted for selection of Vice-Chancellor, Himachal Pradesh Technical University**

Keeping in view the arrival of Chairman and Members of Search Committee constituted for the selection of Vice-Chancellor, Himachal Pradesh Technical University from distant places for attending the meeting, the Finance Committee after detailed deliberations approved to pay sitting fee and hospitality/boarding & lodging charges on the following rates:-

SN	Particular	Rates approved	Remarks
1	Sitting fee for Chairman /Members	Rs. 5000/ - per sitting	On the analogy of UGC OM No F.No.21-1/2015(FD-1/B) dated 8.1.2018 as per annexure 21.12
2	Boarding & lodging charges	As per actual	

**Item no 21.13 To consider and approve the fee to be charged from the students for issue of various certificates**

The Finance Committee approved to charge fee of Rs. 1,000/- (Rupees one thousand only) from the student of Himachal Pradesh Technical University for issuance of backlog certificate by the University.

**Item no 21.14 To consider and approve the honorarium / remuneration for Dissertation Work / Research Project Work / Training Project Work given to the Guest Faculties of various departments of Himachal Pradesh Technical University Campus at Hamirpur**

The Finance Committee approved to pay honorarium/remuneration of Rs. 500/- at par with M.Tech. (CSE) Course to the guest faculties of various departments of Himachal Pradesh Technical University for dissertation work/research project/training project work w.e.f April, 2022 onwards.

**Item no 21.15 To consider and approve the purchase of Vehicle**

The matter regarding procurement of one vehicle (Innova) was discussed in detail. After detailed discussions, the Finance Committee authorized the Vice Chancellor, Himachal Pradesh Technical University, Hamirpur to hire a vehicle (Innova) on outsourced basis as per requirement / need basis .

**Item no 21.16 Appointment of Junior Engineer (Civil ) on outsourced basis .**

Keeping in view the on-going and proposed construction works in the Campus of Himachal Pradesh Technical University, the Finance Committee after detailed deliberation approved to engage one Junior Engineer (Civil) on outsource basis as per requirement on the rates notified by the Government of Himachal Pradesh from time to time .

**Item no 21.17 To consider and approve the Imprest of Rs. 20,000/- to Estate Officer**

Since the Estate Officer, Himachal Pradesh Technical University, Hamirpur has to perform the emergency works on day to day basis, which requires prompt action and immediate release of payments to the service providers such as minor repair for ensuring proper electricity & water supply, ensuring adequate water supply by arranging water tanker, minor repairs of electrical/mechanical appliances kept for daily official use, minor repairs for maintenance of office building, miscellaneous works


etc., the Finance Committee approved to sanction Rs. 20,000/- (Rupees twenty thousand) only as imprest money on recoupment basis in favour of the Estate Officer, Himachal Pradesh Technical University for incurring expenditure for the above purpose as per financial norms after completion of all codal formalities.

**Item no 21.18**


**Any other item with the permission of Chair .**

**NA**

**The meeting ended with a Vote of Thanks to the Chair**

  
Member Secretary  
Finance Committee  
H.P. Technical University  
Hamirpur (Himachal Pradesh)

Confirmed

  
Chairman 05.07.2022  
Finance Committee



