

**BEANT COLLEGE OF ENGINEERING & TECHNOLOGY**  
(Established by Government of Punjab)  
**GURDASPUR (PUNJAB) 143 521**

**AGENDA FOR THE  
NINTH MEETING OF FINANCE COMMITTEE  
to be held on 6-7-2001 at 11.30 A.M.**

**VENUE:** Committee Room,  
7<sup>th</sup> Floor, Mini Secretariat.,  
Sector 9, Chandigarh

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ITEM NO. 9.1

Confirmation of the minutes of eighth meeting of Finance Committee.

The eighth meeting of Finance Committee of BCET, Gurdaspur was held on 30-5-2001 in the office of the Principal Secretary, Technical Education & Industrial Training, Punjab, Chandigarh. The minutes of the meeting were circulated to the members of the committee. No comments were received.

The copy of the minutes of the meeting is placed at ANNEXURE - I for confirmation, please.

**ITEM NO. 9.2**

To report on action on the decisions taken in the eighth meeting of Finance Committee held on 30-5-2001.

A status report on the action taken on the decisions of the eighth meeting of Finance Committee is given below for information of the members.

**Item No. 8.1. Confirmation of the minutes of eighth meeting of Finance Committee held on 30-5-2001.**

Decision Taken: It was resolved to confirm the minutes of the eighth meeting of Finance Committee.

Action Taken: No action required.

**Item No. 8.2 To report on action taken on the decisions taken in the seventh meeting of the Finance Committee held on 26-4-2000.**

Decision Taken: The action taken was noted and it was decided that committee consisting of Principal of Beant College of Engineering & Technology, Gurdaspur, Additional Director, Technical Education and Assistant Controller (F & A) will together take up the matter with A.G., Punjab regarding deduction of Contributory Provident Fund as per item No. 7.10.3. The committee will submit the report to Director, Technical Education & Industrial Training, Punjab within 15 days from the date of approval of these minutes.

Action Taken: The report of the committee will be brought forward in the next meeting .

**Item No. 8.3 Budget Estimates for the year 2001-2002**

Decision Taken: It was resolved to bring this item again in the next meeting covering the Budget Allocation made by the Government of Punjab for the College during the financial year 2001-2002. It was also resolved that complete details of expenditure for pay & allowances be given including the staff to be recruited during the year 2001-2002.

Action Taken: Revised budget estimate have been presented in the ninth meeting of finance committee vide agenda item No. 9.3.

**Item No. 8.4 To consider the removal of anomalies in the pay scale of certain categories of employees working in the college.**

Decision Taken: It was resolved to defer the item.

Action Taken: No action required.

**Item No. 8.5 To follow the revised pay scales for Workshop Superintendent/System <sup>System</sup> Analyst/Workshop Foreman/Computer Programmer/Librarian and Director Physical Education (D.P.E.).**

Decision Taken: It was discussed in detail and resolved that in the absence of detailed notification to be issued for these categories by Finance Department of Punjab, the pay will be fixed as per the table of equivalence notified by the Finance Department as also agreed by the representative of Finance Department present in the meeting.

Action Taken: Decision implemented and the salary of June 2001 has been paid accordingly.

Item No. 8.6 To consider and approve the rate of interest to be paid to the employees on C.P.F. during 2000-2001.

Decision Taken: It was resolved to approve the rate of interest as and when announced by the Govt. of Punjab.

*present rate 14% effective from when?* Action Taken: Will be implemented as and when announced by the Govt. of Punjab and will be informed in the next meeting.

Item No. 8.7 To report about the conduct of Audit of Annual Accounts for the year 1999-2000 conducted by the Accountant General, Punjab, Chandigarh.

Decision Taken: The item was noted by the Committee. It was desired that details of pending paras be brought in the next Finance Committee meeting.

Action Taken: The details of pending paras have been brought forward in ninth meeting of the Finance Committee vide agenda item No. 9.5.

Item No. 8.8 Payment of Employers Subscription to the staff leaving the college.

Decision Taken: It was resolved to bring the item in the next Finance Committee meeting with details of policy followed in other similar Institutions.

Action Taken: The item is again taken up in the ninth meeting of the Finance Committee vide agenda item No. 9.6.

↑  
9.4)

Item No. 8.9 Any other item with the permission of the chair.

Decision Taken: No item was discussed

Meeting ended with a vote of thanks to the chair.

ITEM NO. 9.3

Budget Estimates for the year 2001-2002.

The budget estimates for the year 2001-2002 are proposed keeping in view the requirements of the ongoing buildings and development works, construction of new buildings carried over from previous years due to non release of funds, purchase of machinery and equipment and also to provide necessary facilities and infrastructure so as to conduct the curriculum programmes of the college in five courses efficiently.

The college will have 1100 students (approx.) in the campus in the five disciplines in the year 2001-2002. It is also mentioned herewith that an additional course of Information Technology with an intake of 40 students will also be started from the new Academic Session i.e. August, 2001. So the infrastructure already established is insufficient for meeting the requirement of 1100 students and has to be further strengthened in terms of buildings, staff, furniture, equipment, other facilities, and contingencies. It may be pointed out that the creation of infrastructure has not gone as per Project Report because of gross inadequacy of funds provided in 1996-97, 1997-98, 1998-99, 1999-2000 and 2000-2001 and now the buildings and infrastructure will have to be completed in the year 2001-2002 as the project has already been considerably delayed. Keeping in view all the factors, the proposed budget including anticipated income at the college level during the year 2001-2002 is kept at Rs. 593.54 lacs.

The summary and details of the above budgetary requirements are given in the succeeding pages.

Submitted for kind consideration and approval.



## SUMMARY OF RECEIPTS, EXPENDITURE & LIABILITIES IN THE YEAR 2001-2002

(Rs. in lacs)

### Summary of 2000-2001

A.	Total Budget approved for the year 2000-2001	= 1519.20
B.	Opening Balance as on 01-4-2000	= 97.92
	Income for the year 2000-2001	= 245.09
	Total grant-in-aid received during 2000-2001	= 90.00
	Total (B)	= 433.55
C.	Shortfall due to non-release of funds	= 1076.19

### Summary of 2001-2002

A.	Opening Balance as on 01-4-2001	= 88.54
B.	Required grant-in-aid for 2001-2002	= 200.00
C.	Anticipated income for 2001-2002	= 305.00
D.	Expected receipts in 2001-2002	= 593.54
E.	Proposed Budget for 2001-2002	= 593.54

## SUMMARY OF RECEIPTS/LIABILITIES/EXPENDITURE FOR THE YEAR 2001-2002

(Rs. in lacs)

Expected Receipts	Amount	Budget as per Receipts	Amount	Additional Requirement
Opening Balance as on 01-4-2001	88.54	Liabilities of 2000-2001		
		1. Buildings	90.00	
Budget Allocation for (2001-2002)	200.00	2. Equipment	10.00	
		<b>Expenditure (2001-2002)</b>		
Fee receipts	290.00			
Bank Receipts/Misc. Receipts	10.86	1. Buildings	100.00	
		2. Equipment & other Facilities	100.00	
		4. Pay & Allowances (including arrears)	300.00	
		5. Contingencies	83.40	
		6. T.A. & LTC	04.00	
		7. Medical Reimbursement	02.00	
<b>TOTAL</b>	<b>589.40</b>	<b>TOTAL</b>	<b>589.40</b>	
Available resources	=	589.40		
Expected expenditure	=	589.40		

**DETAILS OF BUDGET ESTMATES FOR 2001-2002**  
(Rs. in Lacs)

**A. NON-RECURRING**

	Approved 2000- 2001	Actual upto 31-3- 2001	Proposed 2001- 2002	Remarks
Buildings & Dev. Works	675.00	71.00	100.00	To complete the buildings such as Chemical Block/ Hostel/Houses/ Administrative Block/Guest House/ Staff Club/ Students Activities Centre and Canteen additional Rs. 575.00 lacs are required. In this budget only Rs. 100 lacs has been proposed for partial completion of Chemical Block/Hostel and some of the houses which are urgently required.
Machinery & Equipment	176.00	11.41	67.50	Most essential.
Other Facilities				
a) Furniture & Fixture	15.00	01.17	10.00	More staff joining, one hostel and teaching Block is to be equipped.
b) Library	05.00	01.08	05.00	For purchasing of text books/volumes.
c) Office Equipment	15.00	--	15.00	PABX system, photocopier etc.
d) Medical	02.00	--	01.00	
e) Sports	01.00	--	01.00	
f) Hostel	01.00	0.14	00.50	
<b>TOTAL</b>	<b>1136.50</b>	<b>84.80</b>	<b>200.00</b>	

B. RECURRING

Head of Account	Approved 2000-2001	Actual upto 31-3-2001	Proposed 2001-2002	Remarks	
Pay & Allowances	300.00	161.02	300.00	Including arrears.	
TA & LTC	03.00	01.63	04.00	Liabile to increase	
Medical Reimbursement	02.00	1.31	02.00		
<b>Contingencies (Approved Heads)</b>					
1. Raw Material & Consumables		02.00	01.27	02.00	
2. TA/DA for experts		0.20	0.05	0.40	Selection of faculty & other staff to be made in this year.
3. Vehicle running & repair		03.25	02.83	03.25	
4. Printing & Stationary		03.00	01.77	03.00	
5. Reimbursement of Book		0.50	0.18	0.50	
6. Electricity & Water		24.00	21.74	26.50	
7. Telephone Expenses		02.00	0.63	01.50	
8. Advertisement & Publicity		02.50	0.48	02.50	Advertisement for recruitment /tenders to be published.
9. Medical Expenses		0.50	0.04	0.50	
10. Office Expenses		02.00	0.08	02.00	
11. Postage & Telegram		0.75	0.20	0.75	
12. Meeting & Refreshment		0.50	0.23	0.50	
13. Maintenance. & running Exp. (including wages)		10.00	08.15	12.00	Maintenance of the college &

				monthly wages of the staff deployed.
14.	Maintenance of V.SAT & Computer	05.00	02.69	05.00
15.	Library Expenses	02.50	01.79	03.00
				For purchasing of Periodicals and Journals
16.	Miscellaneous Expenses (Including wages of Security, House Keeping & Horticulture Staff which is more than one lac per month)	15.00	13.26	18.00
17.	College Function	04.00	--	02.00
	Total	382.70	219.33	389.40
	GRAND TOTAL	1519.20	304.15	589.40

## DETAILS OF NON-RECURRING & RECURRING EXPENDITURE

### NON-RECURRING

#### A. Buildings and Development Works

The project report for the college prepared by the Educational Consultants India Limited (Ed. CIL) provides the buildings requirements as follows:

1.	Institutional Complex	14052 m <sup>2</sup>
2.	Administrative Complex	3739 m <sup>2</sup>
3.	Students and Staff Amenities	3823 m <sup>2</sup>
4.	Hostels	18000 m <sup>2</sup>
5.	Staff Residences	17145 m <sup>2</sup>

#### Ongoing Works

##### Chemical Block (Partial completion of 1600 m<sup>2</sup>)

The total area for Chemical Block was 4357 m<sup>2</sup> but due to scarcity of funds, the construction could be started only for 1600 m<sup>2</sup>. For this partial completion, an amount of Rs. 90.00 lacs was made upto 1999-2000. But the same also could not be completed due to non-release of funds. Since the project has already been delayed, it is proposed to complete the complete building measuring 4357 m<sup>2</sup> and for this, an amount of Rs. 170.00 lacs has been proposed during the year 2001-2002. Of this, Rs. 20.00 lacs is required to complete the 1600 m<sup>2</sup> block.

##### Single Seater Boy's Hostel

A provision of Rs. 50.00 lacs was made during the year 2000-2001 for completion of the balance work on the hostel. But due to non-release of funds, the hostel still could not be completed and the new session is starting in August, 2001. To accommodate the additional students, the completion of this hostel is necessary. Therefore, a provision of Rs. 50.00 has been made in this budget for completion of the balance works.

### Staff Quarters including Warden Houses

The construction of the staff quarters started in the year 1998-99 and a provision of Rs. 250.00 lacs was made. However, due to scarcity of funds, the works on most essential quarters continued in the year 1999-2000. To complete these quarters a provision of Rs. 169.00 lacs was made during the year 1999-2000. Since the funds were not released during the year 1999-2000, the whole project had to be postponed to the year 2000-2001, which was further postponed to 2001-2002. To meet the most essential requirement of the quarters, a provision of Rs. 160.00 lacs has been made in this budget. A liability of Rs. 30.00 lacs is also pending which was spent to get the two blocks of 750 sqft. Quarters ready for Lecturer and Officers.

### Works to be started

The following buildings/works are yet to be started as per the Detailed Project Report:

#### Administrative Block, 3737 m<sup>2</sup>

The works on Administrative Block could not be started due to non-vacation of land and non-availability of funds. Since the stay on land has now been vacated, a provision of Rs. 160.00 lacs has been made in this budget for the construction of this building.

#### Guest House, Staff Club, Students Activity Centre and Canteen

The works on these buildings could not be started earlier due to non-availability of funds. Since the project has already been delayed considerably, a provision of Rs. 100.00 lacs has been made in this budget for completion of these buildings.

### MACHINERY & EQUIPMENT

Keeping in view the most essential requirement of the laboratories in the year 2001-2002, and the laboratories which could not be equipped due to scarcity of funds in the year 2000-2001, a provision of Rs. 67.50 lacs has been made in this budget. The details are as given below:

	(Rs. in Lacs)
<b>A Department of Mechanical/Production Engg.</b>	
1. Engg. Metrology, Measurement & Control	04.00
2. CAD/CAM and FM Labs.	05.00
3. Theory of Machine/Vibration/Dynamics Automotive Labs.	05.00
4. Thermal Engg. Lab. (I.C. Engine, Steam Turbine, Ref. & Air Cond.	04.00
<b>TOTAL</b>	<b><u>18.00</u></b>
<b>B. Department of Chemical Engineering</b>	
1. Heat & Mass Transfer Lab.	03.00
2. Chemical Reaction Engineering Lab.	04.00
3. Process Technology & Control Lab.	03.00
4. Fuels Engineering Lab.	04.00
5. Mechanical Operations Lab.	03.00
<b>TOTAL</b>	<b><u>17.00</u></b>
<b>C. Department of Electronics &amp; Computer Engineering</b>	
1. Micro Processor/Measurement/Electrical & Machines/Basic Electronics.	03.00
2. Electronic Devices & Circuits.	01.00
3. Communication Engineering Laboratory	03.00
4. Microwave/TV Engineering/Radar	03.00
5. Software Engineering Laboratory (Hardware & Software).	04.00
6. Miscellaneous Tools/Components/Fabrication Equipment.	02.00
<b>TOTAL</b>	<b><u>16.00</u></b>
<b>D Computer Centre</b>	
1. Strengthening of Software for IT, Library and General Work.	05.00
2. Hardware	04.00
3. Miscellaneous, Peripherals and Tools	02.50
<b>TOTAL</b>	<b><u>11.50</u></b>



## E Infrastructure

Internet 05.00

\* GRANT TOTAL (A+B+C+D+E) = 67.50 lacs

## OTHER FACILITIES

### Furniture & Fixture

To equip lecture halls, tutorial rooms, laboratories, library hostels, offices, students amenities and sports facilities, a provision of Rs. 10.00 lacs has been made in this budget. The amount as projected will be needed to complete the required furniture and fixture as per plan.

### Library

A provision of Rs. 5.00 lacs has been made in the regular budget for purchase of text-books, hand books, reference books, for meeting the requirement of AICTE, New Delhi for running the five courses. Main purchase will be Encyclopedia Britannica, edition and the reference index manual apart from other reference books.

### Office Equipment (including PABX system)

For setting up of PABX system in the college and purchase of additional type writers, photocopier-cum-printer, water coolers, display boards, etc. a sum of Rs. 15.00 lacs has been made in this budget.

### Other Amenities

For meeting the requirement of medical equipment, sports equipment, hostel equipment, a provision of Rs. 02.00 lacs has been made in this budget.

## RECURRING

A sum of Rs. 393.54 lacs has been provided in this budget to meet the recurring expenditure during the year 2001-2002 as per the details given below:-

### Pay & Allowances

A provision of Rs. 300.00 lacs has been made in this budget for the year 2001-2002 which includes the arrears of Rs. 100.00 lacs to be paid to the teaching staff on account of revision of pay scales by the All India Council for Technical Education, New Delhi. The requirement of additional staff has also been taken care of. The details are placed that Annexure - II.

### TA & LTC

A provision of Rs. 4.00 lacs has been made in this budget for meeting the expenses for TA/LTC.

### Medical Reimbursement

A nominal amount of Rs. 2.00 lacs has been provided to meet the medical expenses for indoor treatment of the employees and their families.

### Contingencies

Due to increase in the wages of casual employees, electricity charges, maintenance of computer and other miscellaneous expenses, a provision of Rs.87.40 has been made in this budget under different heads.

ITEM NO. 9.4

Payment of Employer's Subscription to the staff leaving the college.

The college has its Contributory Provident Fund-cum-Gratuity Rules. As per clause 7.8 (b) it is mentioned that "No employee shall be entitled to receive any part of share in any sums contributed by the College to the Fund and no interest which has accrued on such contribution of the service unless he has established to the satisfaction of the college that his resignation is necessitated by incapacity for further service" but there is no mention about the amount to be paid to those persons who resign from the service before completion of 5 years. In Regional Engineering College, Jalandhar full share of the employer is paid to a person who leaves the service on completion of 2 years i.e. on completion of probation period. We have written letters to the Punjab University, Chandigarh, Punjabi University, Patiala and Guru Nanak Dev University, Amritsar. We have received the copy of rules followed in Guru Nanak Dev University & Punjabi University, Patiala. In these Universities the benefit of Employers contribution to the Fund of an employee is paid as under:

- (a) nothing will be paid if the period of service put in by the employee is one year or less from the commencement of the contribution to the Provident Fund.
- (b) Half the amount of the University contribution will be paid if the period of such service put in is more than one year but less than five years; and
- (c) Full amount of the University contribution will be paid if the period of service put in by an employee is not less than five years. Full amount of University contribution shall also be payable in the event of the death of an employee or on superannuation or

*Date of start  
of college  
retrospective*

completion of the period of service for which an employee was engaged, regardless of the length of service.

Since the college bye-laws of G.Z.S.C.E.T., Bathinda, SBSCET, Ferozepur and B.C.E.T., Gurdaspur do not contained the details for payment of employer share if the period is less than 5 years. It is therefore proposed that employer share may be allowed to be paid at par with Guru Nanak Dev University, Amritsar and Punjabi University, Patiala as given in sub paras a, b & c above. A copy of the rules followed in these Universities alongwith college Bye-Laws is placed that Annexure - III.

Submitted for consideration and approval please.

ITEM NO. 9.5

To report about the pending audit paras as per audit conducted during the year 1999-2000.

In the audit and inspection report submitted by A.G. Punjab, Chandigarh for the year 1999-2000 and the reply receipt from A.G. Punjab, Chandigarh vide No. Insp ©/AU-10/97-98/2152 dated 8-3-2001 the following paras are still pending to be settled.

Sl. No.	Period of LAR	Para No.	Remarks
1.	93-94 to 96-97	6B, 12	These paras are related to <u>utilization certificate</u> to be submitted by S.D.M.-cum-LAC after making the final payment to the farmers whose land has been acquired for the college. <u>This certificate can be issued only after the payment is made.</u>
2.	97-98	2, 10	Para 2 is related to <u>occupation of houses</u> which will be verified in the next audit and para 10 is related to <u>utilization of grant under book bank.</u> The expenditure has been made and will be shown during the next audit. Hence these paras will be <u>settled.</u>
3.	97-98	5, 8	Para five is related to <u>regularisation of payment</u> made to NBCC. The <u>expenditure has been regularized and will be shown in the next audit.</u> Para 8 is related to <u>expenditure made under MODROBS Project.</u> The

4. 98-99

1, 2 A, B, E,  
3, 4, 5.

balance equipment is being purchased and will be shown in the next audit.

These paras are related to expenditure made by NBCC and claim of service tax in the running bills. We are asking the NBCC to submit a detailed reply so that it could be discussed in the next audit. Para 4 is related to C.P.F. for which a committee has been constituted in the eighth meeting of the Finance Committee. Para 3 is related to non deduction of sales tax in compliance of this will be shown in the next audit. Para 5 is related to amount deposited in the Nationalized Bank. The amount of CPF has been kept in the State Bank of India as approved in the Finance Committee.

5. 98-99

8

This is related to Non-accountal of structure and trees in the set register. This is being taken care of by LAC as the final payment to the farmers is yet to the made.

6. 99-2000

1 to 9 and  
10 A & B

Reply to all theses Paras have been made and facts will be verified by A.G. during the next audit.

The details of reply sent and paras settled are placed at Annexure - IV.

ITEM NO. 9.6

Any other item with the permission of the chair.