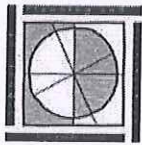


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# MINUTES

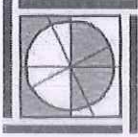
## *Thirteenth Meeting of the Finance Committee*

*April 27, 2018 at SPA, Vijayawada*



**School of Planning and Architecture: Vijayawada**  
An Institute of National Importance, Ministry of Human Resource Development,  
Government of India  
S.No. 71/1, NH-5, Nidamanuru, Vijayawada – 521 104, Andhra Pradesh, India

*B. Somaya*  
*13 June, 2018*



**School of Planning and Architecture: Vijayawada**  
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**Minutes of the Thirteenth (13<sup>th</sup>) Meeting of the Finance Committee of SPAV held on  
April 27, 2018 at 11.00 AM at SPA, Vijayawada**

**Members Present:**

S.No.	Name of the Member	Chairperson / Member Special Invitee
1.	Ar. Brinda Somaya	Chairperson
2.	Shri Biswaranjan Nayak, President, CoA	Member
3.	Ms. Darshana M Dabral Joint Secretary & Financial Advisor, MoHRD, GoI	Member
4.	Prof. (Dr.) Minakshi Jain, Director, SPA Vijayawada	Member
5.	Shri P.V.S. Shyam Kumar Registrar(I/c), SPA Vijayawada	Secretary

Dr. Sukhbir Singh Sandhu, Addl. Secretary, MHRD, GOI and Dr. Monsingh D Devdas, representative of UGC expressed their inability to attend the meeting due to prior commitments.

However the Administrative Ministry of MHRD sent their observations/comments vide their letter F.No.6-7/2011-TS.VI dated 25<sup>th</sup> April, 2018. The same were placed on the table.

The FC noted the observations/comments sent by MHRD.

The Chairperson welcomed the members and requested the Registrar (I/c) to take up the Agenda Items for discussion.

BS

1	To confirm the Minutes of the Twelfth (12 <sup>th</sup> ) Meeting of the Finance Committee of SPAV held on Dec01, 2017 at ITPI, New Delhi.
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*The Minutes of the Twelfth Meeting of Finance Committee of SPAV held on December 01, 2017 at ITPI, New Delhi were circulated to the members vide email dated January 12, 2018. Since, no objections are received; the said Minutes stand approved.*

2	To present the Action Taken Report on the Minutes of Twelfth (12 <sup>th</sup> ) Meeting of the Finance Committee of SPAV held on Dec01, 2017, at ITPI, New Delhi.
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The committee noted the action taken on the Minutes of the aforesaid meeting held on Dec 01, 2017 at ITPI, New Delhi with the following observations.

<b>Observations on Action Taken on the Minutes of 10<sup>th</sup> Finance Committee held on March 09, 2017</b>	
<b>Item # 10.1</b>	<b>To consider and approve the Revised Detailed Project Report along with Executive Summary for the years 2017 – 20</b>
<b>Minutes of the meeting</b>	SPAV informed that the Revised Cost Estimate (RCE) considering reasons for cost escalation and time overrun has been submitted to MHRD. The representative of MHRD informed that the approval of the Revised DPR is in process, and a meeting will be conducted soon in the Ministry with SPAV officials.
<b>Action taken</b>	<p>Accordingly, a meeting with MHRD to consider Revised cost estimates and Revised DPR for SPA, Vijayawada for the year 2017-20 was conducted on December 8, 2017 at MHRD, New Delhi. The committee recommended Rs.135.20 crores as a fait accompli to SPA, Vijayawada vide letter F.No.1-5/2013-TS.VI dated 15<sup>th</sup> January, 2018 (<b>Annexure II</b>)</p> <p>In light of the meeting held on 13<sup>th</sup> February, 2018 in MHRD under the Chairmanship of Hon'ble Secretary and attended by Director, SPAV and subsequently MHRD accepted to release GIA amounting to Rs.61.80 crores vide Letter F.No.9-42/2016-TS.VI dated 27<sup>th</sup> February, 2018. The Grant will be released under the following heads for the year 2018-19</p> <ol style="list-style-type: none"> <li>1) OH-31 – General – Rs.35 crores</li> <li>2) OH-36 – Salary – Rs.9 crores</li> <li>3) OH-35 – Capital – Rs.17.80 crores</li> </ol> <p>CPWD has demanded an amount of Rs. 25.34 crores for timely completion of the Academic block by May, 2018. Hon'ble Secretary MHRD assured to meet the demand. Demand letter by CPWD is Annexed herewith.</p>

BS

<b>Decision of FC</b>	<i>The FC noted the release of Rs.61.80 Crores Grant-in-aid to SPAV. Further the Ministry official informed that Rs.10 Crores has already been released to SPAV.</i>
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<b>Item # 10.4</b>	<b>To consider and approve the Mechanical Ventilation System for the Kitchen of the Dining Block at the new Campus of SPAV</b>
<b>Minutes of the meeting</b>	Finance Committee suggested that the details of the tendering process and financial implications are to be put-up in the next meeting with respect to the Mechanical Ventilation which was tendered by the CPWD
<b>Action Taken</b>	Tender for Mechanical Ventilation of Kitchen was floated by CPWD and the approximate cost incurred by CPWD for the work is Rs.19.12 lakhs.  The Kitchen of SPAV is operational at present.
<b>Decision of FC</b>	<i>The FC noted the same and the item is closed.</i>

**Action taken report on the Minutes of 11<sup>th</sup> Finance Committee meeting**

<b>Item # 11.2</b>	<b>To consider and approve the Up-gradation of non-faculty of SPA, Vijayawada</b>
<b>Minutes of meeting</b>	The Finance Committee suggested that the ordinances are to be prepared by the School in a detailed manner and the same may be placed before the Board in the next meeting as the same is within the purview of the Board.
<b>Action Taken</b>	The draft Ordinances prepared by SPAV are placed as an Annexure-V. The Ordinances are also placed in BoG meeting to be conducted on April 27, 2018.
<b>Decision of FC</b>	<i>Registrar I/c apprised that the ordinances in detail are placed in the BoG meeting as a separate item.</i>

<b>Item # 11.3</b>	<p>a) To consider and approve the proposal for entrusting the audit of accounts of SPAV to Comptroller and Auditor General of India for the years 2018 – 23</p> <p>b) To consider and approve the Annual Accounts for the F.Y. 2016 – 17</p>
<b>Minutes of the meeting</b>	<p>Registrar I/c apprised that the Annual Report 2016-17 and Annual Accounts were placed on the table for consideration and approval, however the SAR is still awaited from CAG.</p> <p>The FC suggested that the matter of obtaining the SAR should be immediately followed up with CAG, New Delhi to enable SPAV to submit the Annual Report along with Audit report to the Ministry.</p>

*BS*

<b>Action taken</b>	Accordingly the SAR (Audit Report along with audited accounts) was received from CAG and the same along with Annual Report was submitted to Ministry of HRD in the month of December, 2017 for placing on the Table of both the Houses of Parliament.
<b>Decision of FC</b>	<i>The FC noted the same and the item is closed.</i>

**Action taken report on the Minutes of 12<sup>th</sup> Finance Committee meeting**

<b>Item # 12.1</b>	<p>a) To consider the procurement of Wifi access points and allied accessories(Active components) in New Hostel Campus</p> <p>b) To consider the proposal for Internal design of the Auditorium by inviting EOI</p> <p>c) To consider and approve the procurement of furniture for visiting faculty block.</p> <p>d) Development of 2.66 acres land SPAV Campus</p> <p>e) To consider and approve the procurement of chairs and tables (114 sets)</p>
<b>Minutes of the FC</b>	The Board ratified the issue of the purchase order for 126 study tables for Rs. 23,89,716/- and approved the purchase for another 114 sets of student study tables and chairs with an additional financial implication of Rs. 21,62,124/- totaling to 240 sets of student tables and chairs to facilitate the students in the hostels in view of urgency. The total work order has been placed for an amount of Rs.45,51,840/-.
<b>Action Taken</b>	<p>After issue of the Purchase order, L1 expressed its inability to supply the 240 sets of tables and chairs in view of the terms and conditions of the tender document. Hence the PO was cancelled.</p> <p>Later on the requirement was placed in GeM for the aforesaid purchase (240 sets of study tables and chairs) and now the work order amounting to Rs.34,65,840/-) has been placed through GeM for procuring the study tables and chairs.</p>
<b>Decision of FC</b>	<i>The FC noted the purchase order released through GeM for an amount of Rs.34,65,840/-. Hence the item is closed.</i>

<b>Item # 12.2</b>	<b>To consider to adopt the 7<sup>th</sup> CPC to the Faculty Members and the Director of SPAV w.e.f.01-01-2016</b>
<b>Minutes of the</b>	The Finance committee noted and approved the adoption of the 7 <sup>th</sup> CPC to the faculty members and Director of SPAV with effect

*BS*

<b>FC</b>	from 1st January, 2016. Further the MHRD's Finance representative advised SPAV that the arrears payable to the beneficiaries can be released separately, when the grant in aid is received from MHRD.
<b>Action Taken</b>	7 <sup>th</sup> CPC pay scales have been implemented to the faculty members of SPAV since 1 <sup>st</sup> January, 2018 and the arrears to be released are placed as an Agenda 13.4 in this meeting.  The arrears were calculated in view of the MHRD letter No.15-4/2017-TC, Dt:27 October 2017 and is approximately Rs.68 lakhs (01.01.16 to 31.12.2017) .
<b>Decision of FC</b>	<i>The FC noted the same.</i>

<b>Item # 12.3</b>	<b>To consider the request of Dr. P. Krishna Mohan, Ex-Registrar for settlement of his Terminal Benefits.</b>
<b>Minutes of the FC</b>	<i>The FC advised SPAV to obtain the advice from DoPT that whether his two years of working on deputation can be considered as a continuous employment to make him eligible for Gratuity.</i>
<b>Action Taken</b>	Accordingly vide Letter Ref. No.SPAV/Estt./PKM/2012, dt: 02.02.2018 SPAV requested MHRD to seek advice from DoPT for releasing terminal benefits to Dr.P.Krishna Mohan.  MHRD vide letter No.FNo.6-3/2015-TS.VI, dated 08.02.2018 (Annexure - VI) informed SPAV that as such there is no reference to DOPT is required in this matter, therefore SPA, Vijayawada should pay whatever the benefits due to Dr.P.Krishna Mohan for 5 years tenure position as a Registrar, SPAV.  The Gratuity to be released to the incumbent for 5 years will be Rs.4,13,700/-(As per 7 <sup>th</sup> CPC).  The permission of the FC is sought for releasing an amount of Rs.4,13,700/- towards Gratuity to Dr.P.Krishna Mohan, Ex-Registrar.
<b>Decision of FC</b>	<i>From 01.01.2004, NPS is the only pension scheme applicable to Central Govt. Employees and Autonomous Bodies under Central Government.</i>  <i>FC informed that the Gratuity is not extended to the employees working in Autonomous bodies under Central Govt in NPS Scheme.The retirement benefits from the State Govt (AP) are</i>

*By*

*already availed by the individual earlier.*

*Accordingly, the individual may be communicated.*

### AGENDA ITEMS FOR THE 13<sup>th</sup> FCMEETING

13.1	<b>Delegation of powers to Director, SPAV for submitting annual accounts to CAG for the financial year 2017-18</b>
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The Registrar I/c apprised the FC about the delegation of powers to the Director of SPAV for submitting annual accounts to CAG for the financial year 2017-18

*FC suggested SPAV for submitting the Annual Accounts to CAG for the financial year 2017-18 after obtaining the FC/BoG approval through circulation.*

13.2	<b>To implement the 7<sup>th</sup> CPC to the Non-Faculty Members w.e.f. 01-01-2016 and to release the arrears from 01-01-2016 to Faculty and Non-Faculty members of SPAV.</b>
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The Registrar I/c apprised the FC about the implementation of 7<sup>th</sup> CPC for the Non-faculty members w.e.f. 01-01-2016 and to release the arrears from 01-01-2016 to Faculty and Non-Faculty members of SPAV.

*The FC noted and approved the implementation of the 7<sup>th</sup> CPC to the Non-faculty members w.e.f 01.01.2016 and to release the arrears from 01-01-2016 to Faculty and Non-Faculty members of SPAV with immediate effect.*

13.3	<b>To consider and approve the revised CPDA rules for the Block Period 2018-21 and to ratify the CPDA rules of the previous block periods.</b>
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The Registrar I/c apprised the FC about the CPDA rules for the Block Period 2018-21 and to ratify the CPDA rules of the previous block periods.

*CPDA rules which are in existence are recommended for the allowances as per terms of Para 7 (Allowances) of MHRD OM.No.F.No.15-4/2017-TC, dated 27.10.2017. In view of the audit objections on Fixed Assets, FC advised not to purchase any Fixed Assets.*

*Registrar I/c apprised that as on date the financial implication for the permanent faculty(16 nos)and Director is Rs.51 lakhs for the block period 2018-21, and it will increase to 1.5 crores as the recruitment for another 33 positions is in process.*

*Further FC recommended to adopt the CPDA Guidelines of MHRD for NITs approved by council, however SPAV may finalise its own revised guidelines based on the approved NIT guidelines.*

*BS*

13.4	<b>To consider to approve the Revised Fee Structure for the Academic Year 2018-19 for UG, PG and Ph.D students and Tariff / Rent for faculty block.</b>
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The Registrar I/c apprised the FC about the Revised Fee Structure for the Academic Year 2018-19 for UG, PG and Ph.D students and Tariff / Rent for faculty block.

*The FC noted and approved the Revised Fee Structure for the Academic Year 2018-19 for UG, PG and Ph.D students with approximate 15% enhancement. However suggested to prepare the detailed cost incurred per student on his education (Tuition Fee, Hostel Fee, user charges etc.) course wise and suggested to produce the same in a clear format in the next meeting.*

*Keeping in view of the security concern FC deferred the monthly base Tariff / Rent module of faculty block SPAV for other Institutes/organisation.*

*Further FC suggested to prepare separate Tariff in detail for Officials visiting SPAV, Students' parents Visiting, Accommodation on Personal requests and a separate Tariff for SPAV faculty/staff. FC also suggested to fix separate user Charges for electricity, Air conditioning on the basis of the meter reading etc., The tariff may be framed on the basis of the tariff fixed by various reputed Institutes like IITs and NITs.*

13.5	<p><b>To consider and approve the estimated budget for the following items in the new campus</b></p> <ul style="list-style-type: none"> <li>a) <b>ICT Infrastructure, (Information and Communications Technology Infrastructure i.e. Cabling and equipment for Faculty Block and Institute Block).</b></li> <li>b) <b>Outdoor sports facilities in the new campus</b></li> <li>c) <b>Interior design of the Auditorium by inviting EOI</b></li> <li>d) <b>Procurement of furniture for Faculty Block and Institute Block</b></li> <li>e) <b>Compound/Retaining wall on the 2.66 acres site (presently without the Boundary wall on two sides).</b></li> </ul>
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The Registrar I/c apprised the FC about the expenditure incurred for ICT infrastructure, amounting to Rs. 31.64 lacs against the sanctioned amount of 24.72 lacs and Rs. 38,20,439 lacs for the OFC cabling for the Academic Block,.

He further stressed upon the need for the execution of outdoor sports facilities, Furnishing of the Auditorium, Construction of compound/retaining wall on the 2.66 acres site and procurement of furniture for the faculty block.



- a) *FC ratified the additional amount of 6.9 lacs spent for Hostels in addition to the earlier approved amount of 24.72 lakhs.*

*For the Main Academic Block, the cabling work for IP Surveillance was undertaken, keeping in view the urgency of the work, as the false ceiling work executed by CPWD was already in progress. The decision was taken, to avoid the delay of the already ongoing work of false ceiling.*

*FC approved the work amounting to Rs. 38,20,439/- lakhs incurred for OFC cabling and for purchase of Active and Passive components necessary for OFC cabling. FC cautioned that due to acute emergency this item is ratified however this should not be quoted as precedence in future.*

*As the RCE for SPAV is awaited for approved, FC deferred the further installation of CCTV cameras, Wi-Fi points for Academic and Dining cum Faculty Block for the time being and suggested to explore and examine the purchase process in GeM by looking into the details such as price reasonability, the price as on last date of purchase in GeM for the similar items and purchase through bidding beyond 30 lakhs in GeM.*

*However FC advised to undertake the entire work after the approval of RCE.*

- b) *FC suggested for providing sports facilities to the students after the approval of the RCE. However suggested to explore other financial agencies for financing of the said work.*
- c) *FC deferred the furnishing the auditorium as the RCE is yet to be approved.*
- d) *FC suggested that the remaining amount of Rs.10,86,000/- left after the purchase of study chairs and tables may be utilised for furnishing of the faculty rooms.*
- e) *FC suggested for a low cost fencing for the time being as a temporary measure. The permanent Compound wall may be taken up after obtaining the RCE approval. The construction of compound wall is essential for security reasons.*

13.6	To report the status of the Funds received by SPAV under BInUCoM Project and FCRA
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The Registrar I/c apprised to the FC that Rs.20.75 lakhs has been received by SPAV under BInUCoM Project and FCRA.

*The FC noted the same.*

13.7	MHRD letter on Budgetary Allocation for the financial year 2018-19 under HEFA
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The Registrar I/c apprised the FC about the meeting on 23<sup>rd</sup> March, 2018 with Honourable Secretary regarding the funding under RCC for capital expenditure to SPAV under Grant-in-Aid mode only for the year 2018-19.

*The FC noted the sanction of Rs.61.80 Crores as Grant-in-aid to SPAV for the year 2018-19. FC also suggested to go for HEFA funding for establishing Labs, furnishing the Auditorium, purchase of Journals and Library Books and similar other items.*

<b>Any other item with the permission of the chair</b>
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Registrar I/c apprised that as per Rule 229(xi) of GFR-2017, Autonomous organisations with a budget support of more than Rupees five crores per annum, are to be required into a Memorandum of Understanding with Administrative Ministry or Department.

*FC suggested to send the MoU clearly mentioning the vision and mission of SPAV and the details as required by the Ministry vide Lt.F.No.9-19/2017.TS.VI dated 17<sup>th</sup> April, 2018 and authorised Chairperson BoG to approve the same to enable SPAV to submit to Ministry.*

*As there was no other point for discussion, the meeting ended with a vote of thanks to the chair.*

*B. Somaya*  
*13 June, 2018*