

**Minutes of the 27<sup>th</sup> Finance Committee Meeting of Central Institute of Technology  
(CIT), Kokrajhar, Assam, held on 09/01/2024**

The 27<sup>th</sup> Finance Committee (FC) Meeting of Central Institute of Technology (CIT), Kokrajhar, Assam, was held under the Chairmanship of **Prof. (Retd.) Nishikant V. Deshpande**, Chairman, Board of Governors (BoG), CIT, on 09/01/2024 at 11.00 a.m. in the Conference Hall of CIT Guest House. A list of FC members who participated in the meeting is attached herewith.

2. The Chairman, BoG, CIT welcomed all the FC members who were physically present in the meeting and those who attended through online mode. The members thereafter deliberated on each of the agenda items in detail and recommended the following.

**Item No.27.01: Confirmation of the Minutes of the 26<sup>th</sup> meeting of the Finance Committee held on 06/06/2023.**

The Minutes of the 26<sup>th</sup> meeting of the Finance Committee held on 06/06/2023 were circulated to all FC members. No comments were received. The minutes were placed before the FC members for their consideration.

**Resolution:** The FC members considered the Minutes of the 26<sup>th</sup> meeting of the Finance Committee held on 06/06/2023 and approved the same.

**Item No.27.02 : Action Taken Report (ATR) on the 26<sup>th</sup> meeting of the Finance Committee held on 06/06/2023**

The ATR based on the 26<sup>th</sup> meeting of the FC held on 06/06/2023 was placed before the FC members for their consideration.

**Resolution:** The ATR was considered by the FC Members and approved. •

**Item No.27.03 : ATR on C&AG Audit Observations of financial year 2022-23.**

The ATR on C&AG Audit Observations of the financial year 2022-23 was placed for consideration of FC.

**Resolution:** All the items in the ATR prepared by the Institute on C&AG Audit Observations of the financial year 2022-23 were deliberated in detail by the FC members. It was advised that replies to all the audit paras will be submitted to C&AG for consideration within 2 weeks' time.

**Item No.27.04: Approval of the Minutes of the 29<sup>th</sup> Building & Works Committee (BWC) meeting held on 30/11/2023.**

The 29<sup>th</sup> BWC meeting of CIT was held on 30/11/2023, wherein all the agenda items were discussed threadbare by the members. Some of the agenda items that require further approval of the FC & BoG are placed below:

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**Item No.29.03: Report of the Committee constituted to verify the execution and progress of all Civil projects undertaken by CIT, Kokrajhar, for release of payments from the available fund under OH-35.**

The BWC of CIT Kokrajhar perused the "Process Verification Committee Report" in its meeting held on 30/11/2023. After detailed discussion, BWC recommended the following:

1. Director, CIT to constitute a committee to verify the execution and progress of all civil works.
2. Auditing of the financial part of all the works for further course of action.
3. To place the "Process Verification Committee Report" on the Infrastructure Works executed by the Engineering Cell of CIT Kokrajhar to BoG for further deliberation/action.

In compliance to the deliberations held and decisions taken in the BWC meeting, the Director CIT constituted a committee comprising of following three (03) members to verify the execution and progress of all Civil works undertaken by CIT Kokrajhar to enable the Institute to process the release of the payments from the available fund under OH-35:

The report of the Committee was placed before the FC members for their consideration and approval.

**Resolution:** The FC members discussed the "Process Verification Committee Report" submitted by the committee constituted to verify the execution and progress of all Civil projects undertaken by CIT, Kokrajhar and recommended the following for further consideration of the BoG:

- i. The report of the Process Verification Committee and report on the liabilities against the ongoing works and completed works executed by the Institute are recommended for approval of BoG.
- ii. The Committee report and BWC recommendations for all the projects with financial implications of Rs. 44.00 crore are recommended for approval of BoG.
- iii. The liability of the Institute for the above works may be disposed off after scrutiny of work bills in conformity of the provisions laid down under GFR 2017 and with the sanction of the competent authority.
- iv. As a one-time measure, ex-post facto approval is recommended for the ongoing and completed works.
- v. The progress of projects may be reported from time to time to the competent authority.
- vi. The Director, CIT, is authorized to fix up the responsibility for the lapses occurred and take disciplinary action as per CCS Rules.

**Item No.29.04: Proposal to consider and approve the budgetary estimate prepared by PWD, BTC, Kokrajhar for Repair & Maintenance works at CIT, Kokrajhar.**

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A list of repair and maintenance works was sent to the PWD, BTC Kokrajhar for preparation of detailed plan and estimate. In response, PWD, BTC Kokrajhar submitted the detailed estimates which was placed before the members for consideration and recommend for approval in FC / BoG.

Members discussed the estimates submitted by PWD, BTC Kokrajhar for a total of 10 Nos. of projects amounting to **Rs.2,71,83,634/-** (*Rupees Two Crore Seventy-One Lakh Eighty-Three Thousand Six Hundred and Thirty-Four only*). After discussions, the members opined that the estimate submitted by PWD, BTC Kokrajhar against 'Repair, Maintenance of 25 kWh Roof top On-Grid Solar Power Plant amounting to **Rs.14,19,982/-** (*Rupees Fourteen Lakh Nineteen Thousand Nine Hundred and Eighty-Two only*) was on the higher side.

Therefore PWD, BTC Kokrajhar should submit the detailed analysis of the rates and report consisting of all the damaged items of the power plant. The matter was placed before the members of FC for their consideration.

**Resolution:** The members of FC reviewed the status of 09 projects initiated through PWD, BTC, Kokrajhar and recommended the Budgetary estimates submitted by PWD, BTC worth Rs. 2,71,83,634/- for Repair & Maintenance works for consideration & approval of BoG.

**Item No.29.05: Proposal to consider the Agreement with APDCL and to recommend the procedure to follow for operation, maintenance of 33 KV dedicated feeder line and Sub-Station by CIT Kokrajhar.**

The 33 KV feeder line and the 33/11 KV, 2x2.5 MVA sub-station work under execution by APDCL was completed and was test charged accordingly. The APDCL submitted a draft agreement copy to CIT Kokrajhar regarding handing over of the 33 KV Dedicated Line and Sub-Station to CIT Kokrajhar. The same was placed before the members for consideration and to recommend for approval in FC / BoG.

Upon discussion on the draft agreement copy received from the APDCL, the members directed CIT Kokrajhar to prepare an outsourced team for operation and maintenance work as mentioned in the agreement copy. The proposal was considered by FC and recommended for approval of BoG.

**Resolution:** The Agreement with APDCL and the procedure to be followed for operation, maintenance of 33 KV dedicated feeder line and Sub-Station by CIT Kokrajhar was considered by the FC members and recommended for further approval of BoG.

**Item No.29.06: Proposal to consider and approve additional demand by APDCL for the work of 33KV dedicated feeder line and 33/11KV Sub-Station at CIT, Kokrajhar.**

The Utilization Certificate (UC) for the deposited amount of **Rs.4,68,60,974/-** (*Rupees Four Crore Sixty-Eight Lakh Sixty Thousand Nine Hundred and Seventy-Four only*) by CIT Kokrajhar vide letter No. CGM(D)/ APDCL/ LAR/

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CIT/ DEPOSIT/ 2017-18/ 201 dated 22.09.2023 against the 33 kV dedicated feeder line and 33/11 kV sub-station work at CIT Kokrajhar was submitted. Along with the UC, APDCL also raised bills for the additional fund requirement amounting to **Rs.3,90,52,280/- (Rupees Three Crore Ninety Lakhs Fifty-Two Thousand Two Hundred Eighty Only)** due to the increase in distance of the 33 KV dedicated line from 13.5 km to 17 km and the additional work carried out for completion of 33/11 kV sub-station. The detailed item wise breakup submitted by APDCL was placed before the members for consideration and recommendation.

**Details of the break-up for the additional demand: -**

Sl. No.	Details	Amount (Rs.)	Remarks
1	Original Estimate submitted by APDCL on 29.04.2017.	4,68,60,974.00	Deposited to APDCL on August'2017
2	Load Security submitted by APDCL on 27.02.2023.	48,56,630.00	Approved in 26th FC and 28th BoG meeting dtd. 06.06.2023.
3	Additional Amount demand by APDCL. (re-casted including of GST and civil works which were not included in original estimate). Received from APDCL on August'2018.	1,03,36,351.00	Placed on 26th B&WC and 24th FC, 25th BoG meeting. It was resolved that the amount may be released to APDCL after submission of UC by APDCL.
4	Additional Amount demand by APDCL Received from APDCL on 10.10.2023 along with UC.	2,38,59,299.00	Due to increase in length of feeder line from 13.5 KM to 17 KM, additional work at sub-station and railway track crossing.
<b>Total Demanded Amount by APDCL</b>		<b>3,41,95,650.00</b>	<b>(Sl. No.3 + Sl. No. 4)</b>

**(Rupees Three Crore Forty-One Lakh Ninety-Five Thousand Six Hundred and Fifty Only)**

The members discussed the matter and found that the additional demand raised by the APDCL as per the detailed UC to be legitimate and hence considered it for payment.

The decision taken in the BWC meeting was submitted for consideration & approval of the FC members.

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**Resolution:** The additional fund demand worth Rs. 3,90,52,280/- by APDCL for the work of 33KV dedicated feeder line and 33/11KV Sub-Station at CIT, Kokrajhar was discussed in length by the FC members and the same was recommended for approval of BoG.

**Item No.29.08: Proposal to consider and approve the Annual Maintenance Contract for Cummins make Diesel Generators at CIT, Kokrajhar.**

The AMC contract awarded to M/s Cummins India Limited for an amount of Rs.

**8,42,808.52/- (Rupees Eight Lakhs Forty-Two Lakhs Eight Hundred Eight Point Fifty-Two Only)** had expired on 30.06.2023. CIT Kokrajhar has 03 Nos. of 320 kVA and 01 nos. of 125 kVA CUMMINS make Diesel Generators as a power backup.

Therefore, the proposal for new AMC contract has been initiated as per quotation received from the OEM M/s Cummins India Limited dated 14.08.2023

amounting to **Rs. 7,17,002.61 (Rupees Seven Lakh Seventeen Thousand Two and Sixty-One Paise only)**. The detailed breakup of the estimate is as follows:

**Table – A**

Sl. No	Particulars	Qty.	Rate (Rs.) i/c of GST	Amount (Rs.) i/c of GST
1	Repair & Maintenance Services of 320 KVA DG (Model No - QSL9)	2	1,32,412.63	2,64,825.25
2	Repair & Maintenance Services of 320 KVA DG (Model No - NTA855 G2-I)	1	1,45,514.56	1,45,514.56
3	Repair & Maintenance Services of 125 KVA DG (Model No - 6BTAA5.9)	1	1,00,035.30	1,00,035.30
<b>Total</b>				<b>5,10,375.11</b>

**(Rupees Five Lakhs Ten Thousand Three Hundred Seventy-Five Point Eleven Only)**

(Billing Cycle for Table-A is 04 Nos. invoices in one year with 04 nos. Maintenance Service).

**Table – B**

Radiator Cleaning/ Coolant Refilling and Diesel Tank Cleaning – (Conditioned Based)				
Sl. No	Particulars	Qty.	i/c of GST Rate (Rs.)	Amount (Rs.) i/c of GST
1	Repair & Maintenance Services of 320* kVA DG (Model No - QSL9)	2	53,542.50	1,07,085.00

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2	Repair & Maintenance Services of 320 kVA DG (Model No - NTA855 G2-I)	1	53,542.50	53,542.50
3	Repair & Maintenance Services of 125 kVA DG (Model No - 6BTAA5.9)	1	46,000.00	46,000.00
			<b>Total</b>	<b>2,06,627.50</b>

**(Rupees Two Lakhs Six Thousand Six Hundred Twenty-Seven Point Fifty Only)**

(Billing Cycle for Table-B as when as required (on account) based on supply of spares and execution).

BWC advised CIT to negotiate further with the vendor and submit the negotiated AMC amount. Accordingly, negotiation was done for Rs. 7,10,903/- and presented to FC for approval. The above proposal was considered by the FC.

**Resolution:** The members of FC considered and approved the Annual Maintenance Contract for Cummins make Diesel Generators at CIT Kokrajhar worth Rs. 7,10,903/- and recommended the same for further approval of BoG.

**Item No.29.09: Proposal to consider and approve the Annual Maintenance Contract for Water Cooler cum Purifiers at CIT, Kokrajhar.**

The AMC contract awarded to OEM of Water Cooler cum Purifier M/s Eureka Forbes for **Rs.7,34,985/-** (Rupees Seven Lakh Thirty-Four Thousand Nine Hundred and Eighty-Five only) expired on 13.07.2023.

At present, CIT Kokrajhar has 47 No's of Water Cooler cum Purifier of make "AQUAGUARD" and 04 No's of Water Cooler of make "BLUE STAR".

In view of the above, M/s Eureka Forbes submitted the proposal for new AMC contract dated 09.11.2023 amounting to **Rs.7,88,935/-** (Rupees Seven Lakh Eighty Eight Thousand Nine Hundred and Thirty-Five only) considering 47 Nos. of "AQUAGUARD" and 04 Nos. of "BLUE STAR" water cooler.

**The breakup of the budgetary estimate for AMC is as follows: -**

Sl. No.	Model No.	Qty	Rate (Rs.)	Amount (Rs.)
1	AG FSS 80 UV	30	14,875.00	4,46,250.00
2	AG GREEN PURE CHILL 80 SS UV	11	16,770.00	1,84,470.00
3	AG PC 80 RO	2	26,975.00	53,950.00

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4	AG REVIVA RO+UV+MTDS	1	9,770.00	9,770.00
5	Dr. AG Classic (RO+UV+UF)	1	3,795.00	3,795.00
6	Aquasure Crystal	2	3,795.00	7,590.00
7	Blue Star SDLX100)	2	14,580.00	29,160.00
8	Blue Star (120 UV)	2	26,975.00	53,950.00
<b>Total =</b>		<b>51</b>		<b>7,88,935.00</b>

**(Rupees Seven Lakh Eighty-Eight Thousand Nine Hundred and Thirty-Five only).**

The B&WC and FC Members considered the detailed estimate and recommended that the work for execution through open tendering process. However, the members approved the estimate in principle and recommended that the same may be submitted for further consideration & approval of BoG

**Resolution:** The proposal for Annual Maintenance Contract for Water Cooler cum Purifiers at CIT, Kokrajhar worth Rs. 7,88,935/- was considered by the members of FC and recommended for further approval of BoG.

**Item No.27.05: Proposal for approval of Revised Estimate (RE)-2023-24 and Budget Estimate (BE) 2024-25 of CIT Kokrajhar.**

The Central Institute of Technology Kokrajhar has submitted the Revised Budget for the F.Y- 2023-24 and Budget Estimate 2024-25 to Dept. of Higher Education, MoE vide its letter no. CITK/ ACCTTS/ BUDGET/ 302/ 2019-20/ 578 dated 15.09.2023, for Ministry's consideration and thereby allocation of additional funds over & above the actual Budget Estimate 2023-24. This will enable CIT to meet its committed / essential expenditure under all three Object Heads upto the end of current financial year 2023-24 i.e. 31st March, 2024.

The following fund requirement of CIT at Revised Estimate (RE) stage 2023-24 and Budget Estimate (BE) 2024-25 were placed before the FC members for further consideration & approval for the same.

**Revised Estimate (RE) - 2023-24**

(Rs. In crore)

Sl. No.	Object Head	Actual 2022-23	BE 2023-24	Proposed RE 2023-24	Remarks
1	OH-31 (General)	12.75	15.00	15.00	No additional requirement this year
2	OH-35 (Capital)	0.36	16.00	31.68	As on date, CIT has a total liability of Rs. 38.00 crore to be paid to various Agencies including PWD. CIT has Rs.

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					16.32 crore in hand. Thus, it would require another Rs. 21.68 crore to clear its pending liabilities. CIT is intending to initiate few urgent Civil works for which it would require another Rs. 10.00 crore in the current year, i.e.. up to 31/03/2024. Hence, proposed RE for 2023-24 is Rs, 31.68 crore.
3	OH-36 (Salary)	25.58	38.00	38.00	No additional requirement this year
<b>Total</b>		<b>38.69</b>	<b>69.00</b>	<b>84.68</b>	

**Budget Estimate(RE) -2024-25**

Rs. In Crore

Sl. No.	Object Head	BE 2024-25	Remarks
1	OH-31 (General)	24.95	Keeping in view the requirement under Repair & Maintenance Head and also payment of Scholarship to students, etc., the requirement of fund under BE-2024-25 is proposed as Rs.24.95 crore.
2	OH-35 (Capital)	63.64	The requirement projected at BE stage includes budget for new Civil construction activities along with purchase of new equipment for laboratories, etc.
3	OH-36 (Salary)	40.14	With annual increase of 10% over BE-2023-24 of Rs.38.00 crore, the BE-2024-25 has been projected as Rs.40.14 crore.
<b>Total</b>		<b>128.73</b>	

The FC members were requested to consider and approve the budget required under RE-2023-24 and BE-2024-25 for CIT, Kokrajhar.

**Resolution:** The FC members discussed the requirement of fund projected by CIT under three Object Heads including OH-35 which is for Civil Construction Activities worth Rs. 31.68 crore at RE stage 2023-24 and Rs. 63.64 crore at BE 2024-25. The FC recommended that the requirement projected by the Institute may be

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sent to the Ministry of Education (MoE), GoI for its consideration and sanctioning of fund.

**Item No.27.06: Proposal for creating long term investment (Fixed Deposit) from IRG fund**

The Proposal for investing the available IRG fund in long-term investment / fixed deposit will help CIT Kokrajhar to strengthen its financial position and will also optimize the effective use of its funds. Earning of higher interest will enable CIT to generate additional income for its unforeseen needs. The FC members were requested to consider and approve the proposal.

**Resolution:** The proposal of the Institute for creation of long term investment (Fixed Deposit) from IRG fund was considered in detail. The FC members recommended that the Institute should consider investment of 60% of the IRG fund in Fixed Deposits.

**Item No.27.07: Proposal for transfer of bank interest on NPS amount of 25 No's regular staff into their respective PRAN account**

As per agenda Item Sl. No. 9 of the minutes of the 3<sup>rd</sup> meeting of FC of the institute held on 20<sup>th</sup> Feb, 2010, it was resolved to open a bank account at SBI North Kokrajhar Branch to deposit the monthly subscription for NPS amount before opening of PRAN Account for 25 No's of regular staff. Accordingly, the institute deposited as well as transferred an amount of **Rs.50,26,236/-** (*Rupees Fifty lakhs twenty-six thousand two hundred thirty-six only*) into their respective PRAN account against monthly subscription for employer and employee. Hence, it is proposed to close the aforesaid bank account by transferring the accumulated bank interest of **Rs.3,81,593/-** (*Rupees Three lakhs Eighty-One Thousand Five Hundred and Ninety-Three only*) out of total interest accumulated amount as per bank statement as on 25.12.2021 into the PRAN Account of respective beneficiary. The members of FC were requested to consider the proposal for its approval.

**Resolution:** The FC members considered the proposal and approved transfer of bank interest on NPS amount worth Rs. 3,81,593/- into the PRAN account of concerned 25 staff of CIT.

**Item No.27.08: Observations on the C&AG Audit Inspection Report of Financial Year 2022-23 on Part-III Para-IIB/2.7(2021-22)- "Excess payment of pay and allowances of Rs. 42.60 lakh due to irregular grant of pay protection".**

Consequent upon implementation of 6<sup>th</sup> CPC, the initial pay of direct recruits who were appointed on or after 01.01.2006 was required to be fixed at the entry level pay as applicable for the post. As per OM dated 30 March 2010 and 28 July 2017 issued by DoPT, Government of India stipulates that pay protection shall be admissible only to those direct recruits who were working in Public Sector Undertakings, Universities, Semi Government Institutions or Autonomous Bodies. Board of Governors (BoG) of CIT, Kokrajhar in its 14<sup>th</sup>

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Meeting held on 22.05.2017 also resolved (Resolution No. 14.06.01) that CIT, Kokrajhar will adhere to UGC and AICTE Rules and Regulations regarding recruitment and pay protection.

Further, it was also resolved that in respect of recruitment of Associate Professor and Professor, the pay protection case will be considered only in respect of faculty from Government Institutions and not for faculty from Private Institutions.

During test check of personal files and other relevant records of direct recruited faculties, audit noted that in two cases the Institute fixed the initial pay in Pay Band at a stage higher than the applicable entry band in the pre-revised pay structure (Corresponding to the Grade Pay applicable to the post) by granting pay protection despite knowing the fact that those were working in private organizations/ Institution before joining the Institute.

Consequently, on implementation of recommendations of 7<sup>th</sup> CPC their pay was also fixed at higher level than the admissible basic pay. Such irregular pay fixation of following two faculties resulted in excess payment of pay and allowances to the tune of Rs.42.60 lakh from their date of joining to August 2022 as summarized below:

Sl. No.	Name & Designation	Department	Appointed on	Pay fixed by the Institute	Pay was to be fixed in the pre-revised scale	Excess Payment
1.	Dr. Tapan Kumar Maiti, Professor	Instrumentation Engineering (IE)	24 <sup>th</sup> April, 2017	Rs.55300 + AGP Rs.10000	Rs.43000 + AGP Rs.10000	Rs.213885 5/-
2.	Dr. Monomoy Goswami, Professor	Civil Engineering (CE)	15 <sup>th</sup> May, 2017	Rs.51450 + AGP Rs.10000	Rs.43000 + AGP Rs.10000	Rs.212184 5/-

Two professors namely Prof. Tapan Kumar Maiti, Dept. of IE and Prof. Monomoy Goswami, Department CE were appointed in 2017 against sanctioned posts. During pay fixation experience and exposure in respective domains the then Director gave a discretionary award of five advance increments to the incumbents in lines with the provisions of;

*"Sl. No. 2(a)(xvii) of the Letter No.1-32/2006-U.II/U.I(i) dated 31-12-2008 of the MHRD (referred in the RR for faculty of the Institute approved in the 6<sup>th</sup> BoG Meeting), and at Clause No. 1(a)(xvii) of the AICTE Regulations vide F.No.37-3/Legal/2010 of 05-03-2010 (ditto as in the MHRD letter of 2008) that was applicable during their joining in 2017".*

The award of higher pay was approved by the Chairman of the BoG, and the BoG further accorded its approval in 2020 by ratifying the Chairman's earlier approval vide Resolution on Item No. 20.05 of the MoM of the 20th BoG held on 03-02-2020.

Further, the Inspection Report on the accounts of CIT Kokrajhar for the period 01.04.2023 to 31.03.2023 has been prepared and made available to the institute

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by the C&AG. The replies to the Part – III on outstanding paras was prepared and given to the audit team, the audit team rectified and verified the comments and replies received from the institute.

Based on the replies given by the institute the audit had made a remark stating that, **“Reply is not acceptable, hence para stands”** on the Para- II B/2.7 (2021-22) **at Sl.no 22 under Part – III**. The FC members were requested to advise how to resolve the matter.

**Resolution:** The Observations on the C&AG Audit Inspection Report relating to the excess payment of pay and allowances of Rs. 42.60 lakh due to irregular grant of pay protection in respect of two Faculty staff was deliberated in detail by the FC members. It was recommended that since BoG is the Apex decision making body, its approval on pay protection of two faculty staff of CIT is final, and hence, appropriate reply intimating the same may be conveyed to C&AG with a request to drop the relevant paras.

**Item No.27.09: Proposal for Hiring of Security Services for CIT, Kokrajhar**

The contract of Security Services provided by M/S - Omega Security Solutions had ended on 30/11/2023. The term of Omega Security services has been extended for another 08 (eight) months (w.e.f. 01/12/2023 to 31/07/2024) or till completion of new tendering process with the approval of the competent authority.

The Institute is now in the process of issuing Tender for requirement of Security services for three years. Based on the Manpower required for security purpose in the campus, the Budget Estimate of **Rs.6,31,89,081/-** (*Rupees Six Crore Thirty-One Lakh Eighty-Nine Thousand and Eighty-One only*) has been **proposed for three (3) years**. The members of FC were requested to consider & approve the proposal.

**Resolution:** The proposal of the Institute for hiring of Security Services with a Budget Estimate of Rs. 6,31,89,081/- for a period of three years (with annual amount of Rs. 2,10,63,027/-) has been considered and approved by the FC members.

**Item No.27.10: Ratification of the Budget Estimate for the Second Convocation of CIT.**

A budget estimate for the Second Convocation of Central Institute of Technology Kokrajhar was prepared amounting to **Rs.18,67,183/-** (*Rupees Eighteen Lakh Sixty-Seven Thousand One Hundred and Eighty Three only*). The same was compiled based on the budgetary estimates of the various sub-committees (14 nos.) constituted for the conduct of the 2<sup>nd</sup> Convocation Programme. A meeting was held on 19 December 2023 convened by the Chairperson of the Finance Sub-Committee to prepare the budget. The proposal was submitted for consideration of FC members.

**Resolution:** The Members of FC accorded ratification of the Budget Estimate for the Second Convocation of CIT worth Rs. 18,67,183/-.

  
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**Item No.27.11: Refund of interest amount accumulated from unspent balance**

An amount of Rs.1,21,58,239/- (*Rupees One crore Twenty-One Lakhs Fifty-Eight Thousand Two Hundred and Thirty-Nine only*) accumulated as interest from Government grants and Term Deposits made out in the FY 2022-23 has been refunded back to the Ministry of Education, Department of Higher Education through the Bharat Kosh Portal on 03.10.2023. The members of FC were requested to consider the proposal.

**Resolution:** The FC members noted the Refund of interest amount of Rs. 1,21,58,239/- accumulated from Government grants and Term Deposits by CIT to the Ministry of Education through Bharat Kosh Portal on 03.10.2023.

**Item No.27.12: Reporting on opening of Saving accounts for various projects**

CIT Kokrajhar received **05 (Five)** Sanction Orders for the following projects:

(1) CRS/2022-23/02/836 dated- 15.05.2023 from UGC -DAE Consortium for Scientific Research.

(2) BTC/Agri-28/2022/4 dated- 25.01.2023 from BTC, Kokrajhar, Agriculture Department.

(3) eF No. AAA-22/11/2022-CSD dated- 11.09.2023 from Ministry of Electronics and Information Technology (Cyber Security R&D Division).

(4) F.No. 1(13)/PFMS/FC/2020 dated 16.03.2022 issued by Department of Expenditure, Ministry of Finance, Govt. of India.

(5) 03/1484/2003/EMR-II dated 10.08.2023 from Council of Scientific and industrial Research, HRDG, New Delhi.

For smooth implementation of the projects, CIT proposes to open separate bank accounts for each project in CIT Kokrajhar. It is to be noted that since these are an institutional project hence the Director and the Registrar of CIT Kokrajhar will be the authorized signatories for operating the said accounts.

Sl. No.	Name of the Account	Account Details
1	BTC AGRI PKN CITK	Account No. : 42243160023
		IFS Code : SBIN0007379
		SBI, North Kokrajhar Branch
2	UGC DAE PKN CITK	Account No. : 42317348390
		IFS Code : SBIN0007379
		SBI, North Kokrajhar Branch
3	LOGIT CITK	Account No. : 120025192870
		IFS Code : CNRB0004871
		Canara Bank, Kokrajhar Branch
4	CITK Holding Account	Account No. : 42439173202
		IFS Code : SBIN0064383
		SBI, Bodoland University Branch

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5	CITK R&D Account	Account No. : 42494334062
		IFS Code : SBIN0064383
		SBI, Bodoland University Branch

The members of FC were requested to consider & note the position.

**Resolution:** The members of FC have noted the same.

**Item No.27.13: Reporting of appointment of an Internal Auditor.**

The Institute has advertised and invited applications from eligible Indian nationals, possessing adequate experience and educational qualifications for the post of "Internal Audit Officer" vide no. CITK/ Apptt./ Contract/ 357/ 2023/ 637 dated 11<sup>th</sup> October, 2023 with the below following details:

Details of Advertisement for the post of Internal Audit officer	
Name of the Post	Internal Audit Officer
Pay	At Rs.80,000/- (Consolidated)
Position	Contractual
Service Period	11 months
Number of Vacancies	1

The proceedings for appointment of Internal Audit Officer has been completed. Shri Arun Kumar Gorai was offered the post and he joined as Internal Audit Officer on 12<sup>th</sup> December 2023.

**Resolution:** The members of FC noted the appointment of an Internal Auditor by CIT Kokrajhar. However, further extension of his service will be subject to review of his performance.

The meeting ended *with* Vote of thanks to the **Chair**.



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- 18/11/24

(Ms Chaitali Brahma)

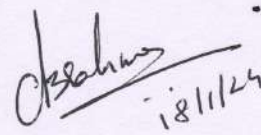
Non-Member Secretary & Registrar  
Central Institute of Technology, Kokrajhar

**Chaitali Brahma**  
**Registrar**  
**Central Institute of Technology**  
**Kokrajhar**



**List of Finance Committee (FC) participants**

- |    |   |   |                      |
|----|---|---|----------------------|
| 1. | Prof. Nishikant V. Deshpande<br>Former Director NIT Silchar   | - | Chairman             |
| 2. | Dr. Gunajit Sarma<br>Associate Professor<br>Deptt. off HSS(Economics), CITK                                 | - | Member               |
| 3. | Dr. Pranav Kumar Singh<br>Dean(Alumni & External Affairs) and<br>Associate Professor<br>Deptt. of CSE, CITK | - | Member               |
| 4. | Prof. Sashindra Kumar Kakoty<br>Deputy Director, IITG   | - | Member               |
| 5. | Shri M.M. Singh<br>Director(T), D/oHE, MoE<br>(Representative of Joint Secretary(TEL)                       | - | Member               |
| 6. | Shri Uday Kiran<br>Under Secretary(IFD), D/oHE, MoE<br>(Representative of Financial Adviser)                | - | Member               |
| 7. | Prof. A. Srinivasan<br>Director, CITK   | - | Member               |
| 8. | Smt. Chaitali Brahma<br>Registrar, CITK   | - | Non-Member Secretary |

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18/11/24