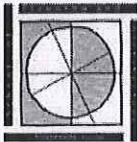


MINUTES

Twelfth Meeting of the Finance Committee

December 01, 2017 at ITPI, New Delhi



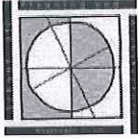
School of Planning and Architecture: Vijayawada

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

Approved.

*B Somaya
12th Jan, 2018*



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**Minutes of the Twelfth (12th) Meeting of the Finance Committee of SPAV held on
December 01, 2017 at 11.00 AM at ITPI, New Delhi**

Members Present:

S.No.	Name of the Member	Chairperson / Member Special Invitee
1.	Ar. Brinda Somaya	Chairperson
2.	Shri.B.K.Bhadri Representative of Additional Secretary, MoHRD, GoI	Member
3.	Shri Anil Kumar Representative of Joint Secretary & Financial Advisor, MoHRD, GoI	Member
4.	Dr Monsingh D Devadas Professor, S.A.P Chennai and representative of the University Grants Commission, India	Member
5.	Prof. (Dr.) Minakshi Jain, Director, SPA Vijayawada	Member
6.	Shri P.V.S. Shyam Kumar Registrar(I/c), SPA Vijayawada	Secretary

Ar. Biswaranjan Nayak, Representative of CoA expressed his inability to attend the meeting due to prior commitments.

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

1	To confirm the Minutes of the Eleventh (11 th) Meeting of the Finance Committee of SPAV held on July 12, 2017 at IHC, New Delhi	
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The Minutes of the *Eleventh* Meeting of Finance Committee of SPAV held on July 12, 2017 at IHC, New Delhi were circulated to the members vide communication dated August 18, 2017. As per the MHRD Letter F.No.6-7/2011-TS.VI dated 1st August, 2017, the comments of the MHRD were noted for procurement of furniture.

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2	To present the Action Taken Report on the Minutes of Eleventh (11th) Meeting of the Finance Committee of SPAV held on July 12, 2017 at IHC, New Delhi.	
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The Committee noted the action taken on the Minutes of the aforesaid meeting held on July 12, 2017 at IHC, New Delhi with the following observations:

Observations on Action Taken on the Minutes of 10th Finance Committee held on March 09, 2017		
Item # 10.1	To consider and approve the Revised Detailed Project Report along with Executive Summary for the years 2017 – 20	
Minutes of the Meeting	The representatives of MHRD informed that the approval of the DPR of SPA, Vijayawada is under process; however it will take some more time as the DPR approval of SPA, Bhopal and SPA, Vijayawada are taken up as one project and shall be taken up simultaneously.	
Action Taken	As desired by MHRD, the revised financial input has been sent to MHRD vide Letter Ref.No.SPAV/Admn/DPR/2017/9045 dt.30 th August, 2017 (Copy enclosed as Annexure-II). Further, a letter vide F.No.1-5/2013-TS.VI, dt:15 th Nov, 2017 wherein additional information on Revised Cost Estimates(RCE) considering reasons for cost escalation and time overrun, as desired has also been submitted to MHRD. The approval of the revised DPR is awaited from MHRD.	
Decision of FC	SPAV informed that the Revised Cost Estimate (RCE) considering reasons for cost escalation and time overrun has been submitted to MHRD. The representative of the 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.	

Item # 10.4	To consider and approve the Mechanical Ventilation System for the Kitchen of the Dining Block at the new Campus of SPAV	
Minutes of the Meeting	The Finance Committee noted the tender floated by CPWD regarding the Mechanical Ventilation System for the Kitchen of the Dining Block for the new campus of SPAV.	
Action Taken	The execution of Mechanical Ventilation System for Kitchen of the Dining Block works is in progress.	
Decision of FC	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 CPWD.	

Item # 10.5	To consider and approve the cost estimate of Kitchen equipment at the New Campus of SPAV.	
Minutes of the	The Finance Committee in its previous meeting held on March 08, 2017 for an amount of Rs. 25.00 lakhs for the Kitchen equipment, the tendering has been done	

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Meeting	and the quoted amount of L1 is arrived at Rs. 26.70 lakhs. The Finance Committee noted the same.
Action Taken	The tender for the Kitchen Equipment has floated by SPAV. The approved cost for the kitchen equipment was Rs 25 Lakhs and the contracted amount for the same was 26.53 lakhs. The matter was communicated and got it ratified in the Board of Governors meeting held on July 12, 2017. Detailed note on tendering process and execution is placed as an Annexure –IV for kind information.
Decision of FC	Finance Committee noted the financial implications of Rs.26.53 lakhs for Kitchen equipment.

Under any other item of 10th FC

Item # 10.6 (a)	To consider and approve implementation of 'e-office' at SPA, Vijayawada
Minutes of the Meeting	Finance Committee noted the same and suggested placing it for consideration of the Board.
Action Taken	The item was approved in the Board of Governors meeting held on 12 th July, 2017 in New Delhi, however the work has been deferred till the completion of the main building.
Decision of FC	Item noted and may be dropped.

Action taken report on the Minutes of 11th Finance Committee meeting

Item # 11.1	To consider and approve the Upgradation of Faculty of SPA, Vijayawada
Minutes of the Meeting	Finance Committee noted the recommendation of the committee report and recommended for further necessary action as per statute # 22 (14) & (15).
Action Taken	The up-gradation of faculty is in process, however, as per Statute # 22 (15), Registrar is one of the members in Departmental Promotion Committee (DPC). The interviews for Registrar post was conducted on October 06, 2017 and the recommendations of the Selection Committee for the post of Registrar are placed before the Board for its approval. After the Registrar is appointed the matter of pay up-gradation of faculty along with the recommendations of Departmental Promotional Committee will be placed accordingly.
Decision of FC	Registrar I/c explained that the up-gradation of faculty takes place as per Statute # 22 (15), wherein Registrar is one of the members in Departmental Promotion Committee (DPC). The DPC committee is as mentioned below: <ol style="list-style-type: none"> 1. Director 2. Concerned Head of the Department 3. One Head of the Department on rotation basis from other departments. 4. Nominee of MHRD

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	<p>5. Registrar</p> <p>The interview for Registrar post was conducted on October 06, 2017 and the recommendations of the Selection Committee shall be placed before the Board in this meeting.</p> <p>The FC was apprised that after the appointment of the Registrar, the matter of up-gradation of faculty shall be taken up by DPC and the recommendations of Departmental Promotional Committee will be placed before the FC accordingly.</p>
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Item # 11.2	To consider and approve the Up-gradation of non-faculty of SPA, Vijayawada
Minutes of the Meeting	After detailed deliberations, the Finance Committee approved the approximate financial implication and resolved that as per 22 (7) of the statute an ordinance has to be formed in SPAV for the promotion.
Action Taken	The draft ordinance is prepared; based on the existing Recruitment Rules of SPA, Vijayawada and as per statute 22(7). The draft ordinance No.1 is placed as an Annexure – III for kind consideration and approval of the Board. Once the ordinance is approved, all the eligible non-faculty members will undergo the required procedure for promotion accordingly.
Decision of FC	The draft ordinance No.1 is placed as an Annexure – III for kind consideration and approval of the FC. 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.

Item # 11.3	<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>
Minutes of the Meeting	<p>a) After discussions the Finance Committee approved the entrustment of audit of accounts of SPAV to C & AG for the years 2018 – 23.</p> <p>b) After detailed deliberations, the Finance Committee approved the Annual Accounts for the Financial Year 2016 – 17 as appended. However, the Finance Committee advised that mandatorily, in future, the report of the internal auditor on the Annual Accounts should be placed along with Annual Accounts before the Finance Committee for consideration and approval.</p>
Action Taken	a) A letter vide No. SPAV/Accounts/2017-18 dated October 30, 2017 along with the copy of the resolution of CAG was sent to MoHRD, GoI for entrusting the audit of accounts of SPAV to CAG for the years 2018-23. Copy of the resolution approving the annual accounts for the year 2016-17

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	was sent to CAG to take up the audit of the accounts. The audit was undertaken from July 31, 2017 to August 11, 2017 and final report (Separate Audit Report) is awaited.
Decision of FC	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. 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.

Item # 11.4	To consider and approve the procurement of furniture and CC Cameras for SPAV new hostels.
Minutes of the Meeting	After detailed discussions, the Finance Committee noted the urgent procurement of the furniture for the newly occupied buildings with a total financial implication of Rs. 1.25 crores, subject to the following conditions: <ol style="list-style-type: none"> 1) As per GFR – 2017 and CVC guidelines 2) Mandatory e-tendering and to get uploaded the same on the SPAV's website 3) Purchasing of goods and articles being done through Government e-Marketing Place (GeM) only i.e., through DGS & D rate contracts 4) The CVC guidelines as issued from time to time for maintaining transparency are also being complied with fully.
Action Taken	a) Purchase orders amounting to Rs. 99,78,229/- were placed out of Rs. 1.25 crores for providing the facilities to the students through GeM / Tender process. As per the suggestions of the FC and BoG in its meeting on 12 th July, 2017 the procurement has been done by following duly GFR-2017 procedures and other guidelines. The details are attached as Annexure V (a) . The approval was sought from Board of Governors in its meeting held on July 12, 2017, for an approximate amount of Rs. 23.00 lakhs for procuring study tables and chairs. In this regard, the School is in the process of procuring 240 units, and has already placed a purchase order for 126 units of study chairs and tables for initial years of B.Arch courses totalling to an amount of Rs.23,89,716/- The remaining study chairs and tables (114 sets) are to be purchased for an approximate amount of Rs. 21,62,124/- .The matter is placed as a separate agenda item no. 12.1(e) The details are attached as an Annexure V (b) .
Decision	Initially, SPAV had placed its requirement of Rs.1.25 crore for the

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of FC

procurement of furniture for the hostels in FC and BoG meetings held on 12th July, 2017 respectively. Subsequently, keeping in view the budgetary provisions, Rs.25 lakhs, was approved for purchase of study tables and chairs in the Hostels rooms and Rs.24.72 lakhs for purchase of IP surveillance system(96 CC cameras) for security point of view for Hostels. In the above said context Registrar I/c apprised that as the hostels and Dining Block were handed over by CPWD, there was an urgent requirement of furniture in students rooms, dining block and common areas to facilitate the students. The old furniture which was to be shifted from the old hostels to the new hostels was not meeting the Academic requirement of the initial(1st, 2nd and 3rd) years of Architecture students. There was severe shortage of almirahs, study chairs and tables, dining tables, common seating etc., and the students have started agitating for want of basic facilities. Accordingly, in view of urgency in the hostels the competent authority obtained permission from the Hon'ble chairperson to initiate procurement of basic furniture like almirahs, dining tables, Study tables etc., within the original estimate of 1.25 crores. Accordingly, as per the provision of (GeM/GFR-2017) purchase orders amounting to Rs.99,78,229/- has been placed for providing basic furniture amenities to the students through GeM / GFR-2017 / Tender process as per GoI guidelines. The details of the furniture for which purchase orders have been issued is as mentioned below:

S.N	Description	Qty	Unit rate	Total amount	Remarks
1	Modular steel wardrobe(Godrej Interio) Almirahs Creation modular knock down wardrobe	140	Rs.20,699/-	Rs.28,97,860/-	Purchased through GeM
2	Steel canteen and pantry tables with stool(Godrej interior) Dining tables	60	Rs.30,677/-	Rs.18,40,620/-	Purchased through GeM
3	Blue star sllx150150 water coolers	8	Rs.53,599/-	Rs.4,28,792/-	Purchased through GeM
4	Study Chairs and Tables	126	Rs. 18,966/-	Rs. 23,89,716/-	Open Tender
5	IP LR bullet camera Model-2cd2020f-I	96	Rs.5,500/-	Rs.5,28,000/-	Through GeM
6	CCTV camera and Wi-fi wiring			Rs.13,87,586/-	Purchased through GeM and

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					Limited Tender enquiry
7	Furnishing of 500 hostels rooms (curtain rods, wall hangers, water dispensers, semi fouler cots, fog machine, plastic chairs, curtains, key holders, Door mats etc.,) and other Miscellaneous requirements			Rs.5,05,655/-	Purchased through GeM/ quotations
	Total			Rs.99,78,229/-	

Finance committee ratified the action taken by SPAV for the purchase orders of furniture as above for Rs.99,78,229/- (this includes Rs.23,89,716/- for 126 sets of study tables and chairs) and approves the purchase for another 114 sets of student study tables and chairs totally to 240 sets with additional financial implication of Rs.21,62,124/- in view of the urgent procurement of study tables and chairs to facilitate the students.

AGENDA ITEMS

Item # 12.1	<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>
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The FC noted the same and suggested that as the matter is related to the Revised DPR the item nos.(a) to (d) are deferred for the time being and suggested to undertake the urgent

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works(item e) such as purchase of 114 sets of Chairs and Tables for an amount of Rs.21,62,124/.

Item # 12.2	To consider to adopt the 7th CPC to the Faculty Members and the Director of SPAV w.e.f.01-01-2016
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The Registrar I/c. apprised the FC about the implementation of 7th CPC for the faculty members and Director of SPAV as communicated vide MHRD Letter F.No.15-4/2017-TC, dt:27 October 2017.

The Finance committee noted and approved the adoption of the 7th CPC to the faculty members and Director of SPAV with effect 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.

Item # 12.3	To consider the request of Dr. P. Krishna Mohan, Ex-Registrar for settlement of his Terminal Benefits
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The Registrar I/c. apprised the Finance Committee about the request of Dr. P. Krishna Mohan, Ex-Registrar to release him the Retirement Benefits. It was also brought to the notice of the Board that as per the Gratuity Act 72, Minimum 05 years of continuous service years is required for the release of gratuity; Since Dr P. Krishna Mohan has served only for 03 years in SPAV, so he is short of two years to become entitled for Gratuity. The details of the individuals are as mentioned below:

- 1) The appointment order was issued to Dr.P.Krishna Mohan stating that he is appointed as Registrar in PB-4 scale of pay 37400 – 67000 with grade pay 10,000 for a tenure of 5 years w.e.f. the date of assumption of charge for the post or till the date of superannuation i.e.62 yrs of age, whichever is earlier and he will be entitled DA, HRA and other allowances as prescribed by the Government of India.
- 2) Accordingly Dr.P.Krishna Mohan joined as a Registrar , which was a tenure post at SPAV on Direct Recruitment Basis for a period of Five Years on 01-08-2012 (Memorandum dt: July 03, 2012). Prior to this, the officer had served 25 years of service at State Govt. and to join as a Registrar at SPAV, he was permitted to take Voluntary Retirement from the post of Additional Registrar, AP Cooperation Dept. / PS to Leader of Opposition, GoAP to at Govt. of Andhra Pradesh on 31-07-2012.
- 3) After joining as a Registrar on 01-08-2012 at SPAV, the Officer's pay was fixed in the Pay Band -4 with Grade Pay Rs.10,000/- at an entry pay of Rs.43,000/- and the other allowances are as applicable to Central Govt. employees. (Office Order

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dt: 27-08-2012). Accordingly, NPS contribution/provision was been implemented for the period.

- 4) Later after completion of 3 years of service at SPA Vijayawada, on the basis of request letter written by the Chief Minister of Andhra Pradesh, which was addressed to Hon`ble HRD Minister and forwarded to SPAV for necessary action. Accordingly, Dr.P.Krishna Mohan was relieved on 31.07.2015 (AN) by the competent authority to join as an Officer on Special Duty (OSD) to CM Camp Office on deputation for a period of one year. As per the relieving order dt:31-07-2015, the pay of the Officer was protected at state government and the subsequent increments drawn on every 1st July.
- 5) The terms and conditions of the deputation were conveyed vide G.O.Rt.No.3598, dt:05-15-2015. Vide OM No.6/8/2009-Estt.(Pay II), dt:17th June, 2010 of DoPT, *the leave salary and pension contribution between Central Government and State Government and vice versa has been dispensed with.*
- 6) The deputation of the Officer was extended for one more year by the competent authority from 01-07-2016 i.e. upto 31-07-2017.
- 7) As per the recruitment rules / terms & conditions of the appointment for the post of Registrar, the tenure ended on 31-07- 2017. Keeping in view of this, SPAV had written a letter to Govt. of A.P to repatriate Dr.P.Krishna Mohan, Registrar, SPAV on or before 31-07-2017 as the tenure of the respective officer is about to complete on 31-07-2017.
- 8) Finally, Dr.P.Krishna Mohan, Registrar, SPAV reported to SPAV on the AN of 31-07-2017. However, in between, the Officer had requested for extension and the same was not considered by the Board of Governors in its 23rd meeting held on 12th July, 2017 .
- 9) The NPS amount of the Officer is being processed for withdrawal of eligible amount. There is no financial implication on SPAV.
- 10) The Officer has requested for release of terminal benefits i.e. Gratuity, EL/HPL Encashment etc., for the period of 5 years.

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.

As there was no item to discuss the meeting ended with a vote of thanks to the Chair

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12/1/2018