

Minutes of the 20th Meeting of the Finance Committee

Date and time: 25th September 2023 at 10:00 Hours

Venue: Board Room, IIT Hyderabad, Kandi 502 284, Sanga Reddy District.

Members present:

Dr. B.V.R. Mohan Reddy	Chairman
Prof. B.S. Murty	Director, IITH, Member
Prof. KVL Subramaniam	Dean (Planning), IITH, Member
Prof. Chandrashekhar Sharma	Dean (SRC), IITH, Member
V Venkat Rao	Registrar, IITH and Secretary

Official comments from Joint Secretary (TE), MoE and IFD, MoE have been received vide F.No.11-9/2018-T.S.-1 dated 22nd September 2023 and IFD letter dated Nil, respectively, and the same are reproduced under each Agenda Item.

At the outset, the Director, IIT Hyderabad (IITH) welcomed the Chairman and Members of the Finance Committee (FC) to its 20th FC Meeting.

Item No. 20.1: Confirmation of the Minutes of the 19th Meeting of the FC

Comments of JS (TE): May be considered.

IFD, MoE Comments: May be considered.

The Director mentioned that the 19th Meeting of the FC of the Institute was held on 14th June 2023, and a copy of the Minutes of the Meeting has already been circulated to the Members.

Resolution: The Minutes of the 19th FC meeting of IITH held on 14th June 2023 are confirmed.

Item No. 20.2.1: Proposal for amendment to the institute's existing policy of payment of lump sum amount towards relocation charges in respect of new faculty

JS (TE), MoE Comments: May be considered.

IFD, MoE Comments: Decision taken by Government on revised 'travel entitlements' consequent to 7th CPC that came into effect from 1.7.2017 were circulated vide DoE's OM No. 19030/1/2017-E.IV dated 13.7.20217. Travel claims are to be regulated in accordance with these guidelines. There is no mention of 'relocation allowance' in these guidelines.

The Director stated that, as per the Institute's existing policy approved by the BoG in its 3rd meeting held on 11th Sep 2010, a lump sum amount to cover the actual charges for relocation of the faculty to join the Institute shall be paid subject to a ceiling of Rs.1 lakh. To bring about more clarity and make the mentioned provision befitting the post-7th CPC scenario and the prevailing level of inflation, the following provisions have been proposed to the Committee:

As regards the new faculty joining the Institute from a Central/State Government Organisation/Autonomous Body/CFI/CFTI, their relocation charges shall be reimbursed as per their entitlements in accordance with the Government of India's Transfer TA rules. For all other cases which are not covered above, the lump sum amount towards relocation charges for faculty will be restricted to an overall ceiling of Rs.1,50,000/- (Rupees One Lakh Fifty Thousand only).

Resolution: *The FC recommended the proposal for BoG's approval for Amendment to the Institute's existing policy of payment of lump sum amount towards relocation charges in respect of Faculty members.*

Item No. 20.2.2: **Proposal for amendment/implementation of guidelines towards utilization of overheads**

JS (TE), MoE Comments: *May be considered. Views of JS & FA may also be taken.*
IFD, MoE Comments: *May be considered.*

FC recommended for approval of the points B, C and D (as proposed in the Agenda) for approval of BoG. Regarding point A (Consultancy Distribution), the Chairman FC suggested that instead of having monetary ceiling limits on the consultancy earnings of the faculty members, it may be appropriate to put in place a ceiling on the mandays per year a faculty member may work towards consultancy projects on the same lines which may be in place in some established IITs. Further, it was also advised by the Chairman, FC to look for the standard practices of 1G IITs like IIT Delhi, IIT Bombay, IIT Roorkee, IIT Madras, etc., and the information on the following may be presented for further consideration:

1. To prepare a list of practices being followed in this regard by the 1G IITs.
2. A list of Faculty and the amount of consultancy funding received annually by such Faculty members, who fall into the (b) and (c) categories of the agenda for the last 3 years.
3. It was generally felt that to have a ceiling limit around 50 days per year for consultancy, based on the practices being followed in 1G IITs.

The information sought has been compiled and is presented in the form of ***Annexure-1.1*** (information on Few 1G IITs, viz., Bombay, Delhi, Madras and Roorkee following the practice of having manhours per year for a faculty to take up consultancy) and ***Annexure-1.2*** (information on faculty members having consultancy works/revenue generation for the 3 years).

The FC perused the information submitted by the Institute on the aforesaid points and recommended to have a practice on the basis of the practice followed by IIT Delhi, i.e., in a financial year, a maximum of 52 days (one day per week in a year) may be allowed for the consultancy works, however, consultancy works below Rs.20,000/- may not be allowed.

Resolution: *The FC recommended the proposal for BoG's approval to the proposed amendment/implementation of guidelines towards utilisation of overheads.*

Item No. 20.2.3: **Proposal to grant salary advance to the regular employees of the institute to meet their emergency needs**

Comments of JS (TE): *May be considered.*
IFD, MoE Comments: *May be considered.*

The Director stated that many a times, an individual (IITH regular employee) faces a fund crunch at his/her end because of many unforeseen circumstances, e.g., medical need etc. for which, it is felt that there should be some provision to quickly help the individual to come out of such a crisis. In this regard, he presented the draft policy for welfare of the employees to the above effect. After detailed deliberations, the FC recommended the following:

- Applicable to a regular employee.

- A maximum of 5% of the total regular employees (both faculty and staff) may be allowed in a financial year.
- Last pay drawn may be considered for the advance.
- The advance should be repaid to the institute in 12 equal instalments starting from the next month's salary.
- An applicable Savings Bank account interest rate may be charged.
- The interest is applicable only on the outstanding amount of advance.
- This facility may be available once in 3 years, i.e., once an employee applies, for the next 3 financial years she/he is not eligible to apply for the advance.
- IRG may be utilized for such expenditure supporting the employee.
- Institute reserves the right for not honouring such requests in case there is a financial crunch faced by the institute at any point of time.

Resolution: The FC recommended the proposal for BoG's approval to grant salary advance to the regular employees of the institute to meet their emergency needs.

Item No. 20.2.4: Proposal for implementation of norms towards Overheads on Donations

Comments of JS (TE): May be considered.

IFD, MoE Comments: May be considered.

The FC recommended the proposal as presented against point 1 & 2. Further, against Points 3 and 4 of the Agenda, the FC recommended that a maximum of 5% in total towards overheads of both ACR Office and SRC Office for the components of donation for Research and CSR Donation for Research.

Resolution: The FC recommended the proposal for BoG's approval for implementation of norms towards overheads of donations at IITH with suggested modifications.

Item No. 20.3.1: Action Taken Report on the Minutes of the 19th Meeting of the FC

JS (TE), MoE Comments: Action taken by the Institute may be noted.

IFD, MoE Comments: May be considered, if the ATR is as per the recommendations & rules.

A report on the actions taken on the various minutes was presented by the Director for information and consideration of the FC. The Director stated that no actions are pending.

Resolution: The FC ratified the actions taken on the resolutions of 19th FC meeting of IITH held on 14th June 2023.

Item No. 20.3.2: Report on Annual Accounts for the F.Y. 2023-24

JS (TE), MoE Comments: May be considered. Views of JS & FA may also be taken.

IFD, MoE Comments: May be reported.

The Director stated that, Annual Accounts of the Institute for the F.Y 2023-24 have been prepared in the format prescribed by Government of India and the same has been submitted for Audit with the approval of the Chairman, FC.

Resolution: The FC ratified the report on Annual Accounts for the F.Y 2023-24.

Item No. 20.3.3: To ratify report on Major Purchases

JS (TE), MoE Comments: Institute may ensure all the purchases have been made in compliance with GFR 2017 and procurement guidelines issued time to time by Govt. of India.
IFD, MoE Comments: May be considered.

A Report on Major Purchases of value of Rs 20 lakhs and above made by the Institute during the period 18th May 2023 to 29th August 2023 was presented by the Director for the ratification of the Committee. The Director stated that in accordance with the approval of the FC in its third meeting held on 3rd January 2014, the purchases of the order of Rs 20 lakhs and above is to be reported to the Committee. He further clarified that the relevant provisions of GFR-2017 were fully followed in all these purchases.

Resolution: The FC ratified the report on major purchases as presented.

Item No. 20.4.1: Report on Campus Development Works

JS (TE), MoE Comments: Progress of the development works is noted. Institute is requested to make all out efforts to ensure completion of these projects by the date communicated by this Ministry.
IFD, MoE Comments: May be reported and timelines may be adhered to.

(a) Report on campus development works of IITH Phase-I and Phase II [HEFA]

The Dean (Planning) stated that, Government of India vide letter No. 34-1/2016 -TS-I dated 8th July 2016 accorded revised sanction for the Detailed Project Report (DPR) for an amount of Rs 2075 Crores, wherein a provision of **Rs 1042 Crores** is allocated for the Construction of Permanent Campus of IITH. An additional **Rs 510.5 Crores** was approved under HEFA Window-II for the completion of the Campus development work. The detailed break-up of the HEFA loan disbursements is tabulated below.

Expenditure details against sanctioned amount of Rs 1042 Cr		
Particulars	Expenditure incurred so far	Remarks
The expenditure covers construction related activities including buildings in Phase-I, expenditure on consultancy services, payment to local bodies for obtaining bulk services like water and power besides development of few facilities such as sports fields, project student hostels, workshops, etc. The expenditure also covers the infrastructure development works under the ongoing construction contracts for Phase-II works clubbed with the JICA assisted works of campus development.	Rs 1038.68 Cr	As on 31 st August 2023 an expenditure of Rs 1038.68 Cr has been incurred.

HEFA Loan Disbursement against sanctioned amount of Rs 510.5 Cr		
1 st Instalment	Rs 275 Cr	Against Ministry's sanction of Rs 510.5 Cr towards HEFA Loan, the HEFA (Funding Agency) has granted loan of Rs 275 Cr in First Instalment and Rs 150 Cr (Rs 125 Cr for Infra works and balance Rs 25 Cr for electro-mechanical equipment) in Second Instalment. HEFA loan of Rs 275 Cr was sanctioned on 31 st July 2018 and a loan of Rs 150 Cr has been approved vide SAN/IITH/142/21-22/ dated 2 nd July 2021.
2 nd Instalment	Rs 150 Cr	
Total	Rs 425 Cr	
Expenditure details against HEFA Loan of Rs. 425 Cr		
Phase-I	Rs 119.56 Cr	

Operationalization of Campus	Rs 30 Cr	As on 31 st August 2023, Rs 304.40 Cr of Loan has been disbursed by HEFA against Loan of Rs 425 Cr
Phase-II	Rs 154.84 Cr	
Total	Rs 304.40 Cr	

(b) Report on campus development works of IITH Phase-II: (IITH-JICA collaboration project)

The Dean (Planning) stated that the Phase-II Infrastructure Development at IITH was divided in two different packages 3A and 3B and briefed the progress of each package separately.

Package 3A: The Contract for the Construction of Permanent Campus of IITH at Kandi (Package-3A) was awarded to M/s. Larson & Toubro Ltd. (L&T) for Rs 864,45,75,374.00. The Contractor had started the work on 25th March 2019. As on 31st August 2023, an expenditure of **Rs. 839.38 Cr** has been incurred. He further presented the breakup of the expenditure among the sub-heads as shown below:

Particulars	JICA	HEFA	TRP
Mobilization Advance	₹ 0.00	₹ 0.00	₹ 0.00
Value of Work	₹ 6,64,48,84,395.00	₹ 1,11,82,75,206.00	₹ 62,92,83,199.00
Secured Advance	₹ 8,43,474.00	₹ 0.00	₹ 6,01,795.00
Total	₹ 6,64,57,27,869.00	₹ 1,11,82,75,206.00	₹ 62,98,84,994.00
Grand Total			₹ 8,39,38,88,069.00

During the period under report, an academic department building for Chemistry was inaugurated and occupied.

Package 3B: The Contract for the Construction of Permanent Campus of IITH at Kandi (Package-3B) was awarded to M/s. Shapoorji Pallonji & Company Pvt. Ltd. (SPCPL), for Rs. 820,96,51,369.00. The Contractor had started the work on 1st August 2019. As on 31st August 2023, an expenditure of **Rs. 616.48 Cr** has been incurred. He further presented the breakup of the expenditure among the sub-heads as shown below:

Particulars	JICA	HEFA
Mobilization Advance	₹ 34,04,05,493.00	₹ 0.00
Value of Work	₹ 4,94,48,22,675.00	₹ 66,67,08,218.00
Secured Advance	₹ 17,85,58,833.00	₹ 3,43,69,138.00
Total	₹ 5,46,37,87,001.00	₹ 70,10,77,356.00
Grand Total		₹ 6,16,48,64,357.00

During the period under report, another hostel building was completed and occupied. Further, Dean (Planning) stated that the pace of the construction was hit badly due to the heavy rains in recent times. However, L&T is expected to complete the works by 15th Oct 2023 and M/s. Shapoorji Pallonji & Company Pvt. Ltd. (SPCL) would complete their works by end of November 2023.

Resolution: *The FC noted the report on campus development works of IITH.*

Item No. 20.4.2: Report of items to be procured through Global Tender Enquiry (GTE)

JS (TE), MoE Comments: May be noted.

IFD, MoE Comments: May be reported as per the approvals.

The Director stated that, as per instructions of Ministry of Education, Government of India letter No: 1-15/2017-Ts.1 Part (2) dated: 29th January 2021, Global Tender Enquiry proposal (01 No.) has been

submitted to the Ministry for its approval, vide our letter no: IITH/S&P/GTE/01/2023-24/01 dated: 03rd August 2023. MoE vide its No. F.No.32-5/2021-TS-1 dated 15.09.2023 has conveyed its approval for the proposal.

Resolution: *The FC noted the report of items to be procured through Global Tender Enquiry (GTE).*

Item No. 20.4.3: **Report on Revised Estimates 2023-24 and Budget Estimates 2024-25 submitted to the MoE**

JS (TE), MoE Comments: May be considered, release of funds will be subject to availability of funds with the ministry.

IFD, MoE Comments: May be reported. However, allocations are subject to availability of resources.

The Director stated that MoE vide its letter no. F. No.27-I/2023-TS.1 dated 4th/5th September 2023 has sought Revised Estimates 2023-24 & Budget Estimates 2024-25 pertaining to the institute and subsequently with reference to the MoE F.No.32-18/2023-TS-1 dated 13th September 2023, the Budget Estimates (BE) 2024-25 and Revised Estimates (RE) 2023-24 duly incorporating additional budget on account of increase in emoluments for research personnel engaged in the institute have been prepared, in the prescribed format, and forwarded to the Ministry on 14th September 2023.

Thereafter, the Director presented the summary of the Revised Estimates 2023-24 and Budget Estimates 2024-25 details to the Committee.

Resolution: *The FC noted the report on Revised Estimates 2023-24 and Budget Estimates 2024-25 submitted to the MoE.*

Item No. 20.5: **Any other item with the approval of the Chair**

There being no further points, the meeting ended with thanks to the Chair.

Annexure 1.1
To the Agenda Item 20.2.2

Information obtained from different 1G IITs

With reference to the email on the agenda point proposed on consultancy works (Point A-6 (B & C)), few of 1G IITs (Bombay, Delhi, Madras and Roorkee) were contacted and the following are the details obtained wrt the practice followed by these IITs:

- 1. IIT Bombay:** In a financial year maximum of 104 days (One day from working week and one day from holidays, i.e., 52 days & 2 in a year) is allowed for the consultancy works.
- 2. IIT Delhi:** In a financial year maximum of 52 days (One day per week in a year) is allowed for the consultancy works. However, consultancy works below Rs. 20,000/- is not allowed.
- 3. IIT Roorkee:** In a financial year maximum of 104 days, i.e., 2 holidays are allowed for per week for the consultancy works, i.e., 52 weeks X 2 days a week.
- 4. IIT Madras:** As of now no such restrictions.

DETAILS OF CONSULTANCY WORKS IN THE PAST 3 YEARS AND CURRENT YEAR AND

Name of the PI	Project Sanction Year	Project Type	Sanction Amount in Rs	Sanction amount in Lakh	Gross Salary (Rs.) in FY 2022-23
Dr Amirtham Rajagopal	2021-22	Consultancy	365800	3.65	
	2022-23	Consultancy	352820	3.53	
	2023-24	Consultancy	4358978	43.59	35.37
Dr Amirtham Rajagopal Total			5077598	50.77	
Dr KBVN Phanindra	2020-21	Consultancy	920400	9.20	
	2021-22	Consultancy	2518120	25.18	
	2022-23	Consultancy	191750	1.92	36.54
	2023-24	Consultancy	613600	6.14	
Dr KBVN Phanindra Total			4243870	42.44	
Dr KVLS	2020-21	Consultancy	6835764	68.36	
	2021-22	Consultancy	10063573	100.64	
	2022-23	Consultancy	12625410	126.25	45.75
	2023-24	Consultancy	9530900	95.31	
Dr KVLS Total			39055647	390.56	
Dr Maheswaran Rathinasamy	2022-23	Consultancy	4720000	47.20	24.93
Dr Maheswaran Rathinasamy Total			4720000	47.20	
Dr S Suriya Prakash	2020-21	Consultancy	5044500	50.45	
	2021-22	Consultancy	10485628	104.86	
	2022-23	Consultancy	12186240	121.86	28.7
	2023-24	Consultancy	7603200	76.03	
Dr S Suriya Prakash Total			35319568	353.2	
Dr Sireesh Saride	2020-21	Consultancy	1094000	10.94	
	2021-22	Consultancy	672600	6.73	
	2022-23	Consultancy	3210070	32.10	37.18
	2023-24	Consultancy	3754760	37.55	
Dr Sireesh Saride Total			8731430	87.32	
Dr Surendra Nadh Somala	2020-21	Consultancy	826000	8.26	
	2021-22	Consultancy	2790400	27.90	
	2022-23	Consultancy	10826500	108.27	30.17
	2023-24	Consultancy	11617800	116.18	
Dr Surendra Nadh Somala Total			26060700	260.61	
Dr Umashankar Balunaini	2020-21	Consultancy	13002356	130.02	
	2021-22	Consultancy	15121700	151.23	
	2022-23	Consultancy	37319418	373.19	30.19

	2023-24	Consultancy	8492200	84.92	
Dr Umashankar Balunaini Total			73935674	739.36	
Dr. M. K. Madhavan	2020-21	Consultancy	3862470	38.62	
	2021-22	Consultancy	12744576	127.45	
	2022-23	Consultancy	24890481	248.90	29.11
	2023-24	Consultancy	15030290	150.30	
Dr. M. K. Madhavan Total			56527817	565.27	
Dr. T Shashidhar					
	2020-21	Consultancy	44651100	446.51	
	2021-22	Consultancy	30969716	309.70	
	2022-23	Consultancy	33134400	331.34	30.99
	2023-24	Consultancy	24257600	242.58	
Dr. T Shashidhar Total			133012816	1330.13	
Dr Anil Agarwal	2020-21	Consultancy	5457500	54.58	
	2021-22	Consultancy	2276220	22.76	
	2022-23	Consultancy	1540491	15.40	
	2023-24	Consultancy	3197800	31.98	31.86
Dr Anil Agarwal Total			12472011	124.72	