

**Minutes of 121st Meeting of the
Administrative and Finance Committee**



राष्ट्रीय उन्नत विनिर्माण प्रौद्योगिकी संस्थान

(पूर्व नेशनल इंस्टीट्यूट ऑफ फाउंड्री एंड फोर्ज टेक्नोलॉजी)

हटिया, राँची - 834 003 (झारखण्ड)

National Institute of Advanced Manufacturing Technology

(Formerly National Institute of Foundry and Forge Technology)

Hatia, Ranchi – 834 003 (Jharkhand)

7th February 2024 [Wednesday] at 1200 Hours

Through Hybrid Mode [Offline Venue – NIAMT, Ranchi]

Members of the Administrative and Finance Committee

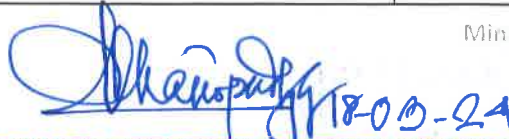
Chairman		
1	Shri Sham H. Arjunwadkar CEO, Foundry Geometrix and Mentor, NCTS - IIF	Chairman
Representatives from Government of India		
2	Shri M. M. Singh , Director, (TS) Representative of Shri Govind Jaiswal, IAS Joint Secretary Department of Higher Education, Ministry of Education, Govt. of India Shastri Bhawan, New Delhi – 110 001	Member
3	Shri Uday Kiran , Under Secretary (Finance) Representative of Shri Sanjog Kapoor Joint Secretary & Financial Advisor Department of Higher Education, Ministry of Education, Govt. of India Shastri Bhawan, New Delhi – 110 001	Member
Co-opted members from Faculty		
4	Professor R. K. Ohdar Dept. of Forge Technology, NIAMT, Ranchi	Member
5	Professor S. R. Kumar Dept. of Applied Science & Humanities, NIAMT, Ranchi	Member
Member Secretary		
6	Professor P. P. Chattopadhyay Director, NIAMT, Ranchi	Member Secretary

Invited Members		
Members of the Board of Governors		
1	Shri Mohammad Isharar Ali Director, DPIIT, Ministry of Commerce and Industry Room No.126, Vanijya Bhawan, New Delhi – 110 011	Invited Member
2	Professor M. K. Tiwari Director National Institute of Industrial Engineering, Mumbai Vihar Lake Road, Powai, Mumbai - 400087	Invited Member

4	Shri Vikas Khanvelkar Founder CMD – Design Tech Systems Ltd.	Invited Member
5	Professor Arvind Pandey Registrar-in-Charge, NIAMT, Ranchi	Invited Member

Chairman extended a hearty welcome to all the members present on the meeting. With due permission of the Chairman, Director NIAMT, as Member Secretary of AFC, placed the agenda items in the meeting for discussion and following resolutions were taken.

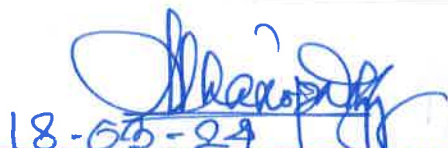
Item No.: 121.AFC.I.1	To Confirm the minutes of the last meeting of Administrative and Finance Committee.																															
	The draft minutes of the 118 th meeting of the AFC held on 08/06/2023 was circulated to all the members on 07/07/2023. Comments of the MoE received vide email dated 10/07/2023. No specific comment was received from other members. Final Minutes was approved by the Chairman, BoG, vide his email dated 11/07/2023. The Minutes of the 118 th Meeting is furnished as Annexure – I . There were no AFC Agenda Items for 119 th meeting (Special BoG) and 120 th (Special BoG) meeting.																															
Resolution	Confirmed																															
Item No.: 121.AFC.I.2	Report on Action Taken on the Minutes of the last Meeting of Administrative and Finance Committee.																															
	Action Taken Report on the minutes of 118th Meeting of Administrative and Finance Committee held on 08/06/2023 is furnished as Annexure – II . There were no AFC Agenda Items for 119th meeting (Special BoG) and 120th (Special BoG) meeting.																															
Resolution	Noted																															
Item No.: 121.AFC.I.3	Report on the Fund Position as on 31/12/2023 (end of 3rd Quarter) and Demand of Fund for 4th Quarter of 2023-24.																															
	Report on the grant received, expenditure made and unutilized fund position as on 31/12/2023, and Demand of Fund for 4th Quarter as submitted to MoE on 05/01/2024 is given below.																															
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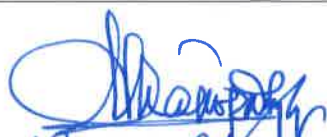
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Item No.: 121.AFC.I.4	Report on utilization of IRG Fund for OH-31 and OH-36 during April to December 2023.																																																
	<p>In view of shortage of grant-in-aid under OH-31 (General Head) account, IRG fund was utilized for making unavoidable payments like pension, fellowship, scholarship, electricity bill, wage bills, etc. under OH-31 as given below.</p> <table border="1"> <thead> <tr> <th>Sl. No.</th> <th>Date</th> <th>Particulars</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>19/10/2023</td> <td>Transfer to OH-31</td> <td>1,00,00,000</td> </tr> <tr> <td>2</td> <td>31/10/2023</td> <td>Transfer to OH-31</td> <td>50,00,000</td> </tr> <tr> <td>3</td> <td>10/11/2023</td> <td>Transfer to OH-31</td> <td>50,00,000</td> </tr> <tr> <td>4</td> <td>29/11/2023</td> <td>Transfer to OH-31</td> <td>1,00,00,000</td> </tr> <tr> <td></td> <td></td> <td>Final Position</td> <td>3,00,00,000</td> </tr> </tbody> </table> <p>Further, in view of shortage of grant-in-aid under OH-36 (Salary Head) account, IRG fund was utilized for making unavoidable payments mainly salary and statutory dues under OH-36 as given below.</p> <table border="1"> <thead> <tr> <th>Sl. No.</th> <th>Date</th> <th>Particulars</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>19/10/2023</td> <td>Transfer to OH-36</td> <td>1,00,00,000</td> </tr> <tr> <td>2</td> <td>31/10/2023</td> <td>Transfer to OH-36</td> <td>1,00,00,000</td> </tr> <tr> <td>3</td> <td>10/11/2023</td> <td>Transfer to OH-36</td> <td>1,50,00,000</td> </tr> <tr> <td>4</td> <td>05/01/2024</td> <td>Refund from OH-36</td> <td>(-)1,50,00,000</td> </tr> <tr> <td></td> <td></td> <td>Final Position</td> <td>2,00,00,000</td> </tr> </tbody> </table>	Sl. No.	Date	Particulars	Amount	1	19/10/2023	Transfer to OH-31	1,00,00,000	2	31/10/2023	Transfer to OH-31	50,00,000	3	10/11/2023	Transfer to OH-31	50,00,000	4	29/11/2023	Transfer to OH-31	1,00,00,000			Final Position	3,00,00,000	Sl. No.	Date	Particulars	Amount	1	19/10/2023	Transfer to OH-36	1,00,00,000	2	31/10/2023	Transfer to OH-36	1,00,00,000	3	10/11/2023	Transfer to OH-36	1,50,00,000	4	05/01/2024	Refund from OH-36	(-)1,50,00,000			Final Position	2,00,00,000
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Resolution	Noted. Institute was advised to submit demand to MoE in time and follow up to receive the grants in time to avoid use of IRG fund.																																																
Item No.: 121.AFC.I.5	Report on Revised Estimate for 2023-24 and Budget Estimate for 2024-25 submitted to MoE.																																																
	<p>The summary of Budget Estimate for 2023-24 as submitted to the Ministry of Education and Grant Sanctioned against same is as given below.</p> <table border="1"> <thead> <tr> <th colspan="5">(Rupees in crore)</th> </tr> <tr> <th>Budget Head</th> <th>BE Submitted 2023-24</th> <th>Grant Sanctioned 2023-24</th> <th>RE Submitted 2023-24</th> <th>BE Submitted 2024-25</th> </tr> </thead> <tbody> <tr> <td>OH-31</td> <td>25.00</td> <td>17.00</td> <td>16.00</td> <td>24.00</td> </tr> <tr> <td>OH-35</td> <td>20.00</td> <td>09.00</td> <td>10.00</td> <td>12.00</td> </tr> <tr> <td>OH-36</td> <td>30.00</td> <td>27.00</td> <td>24.00</td> <td>30.00</td> </tr> </tbody> </table>	(Rupees in crore)					Budget Head	BE Submitted 2023-24	Grant Sanctioned 2023-24	RE Submitted 2023-24	BE Submitted 2024-25	OH-31	25.00	17.00	16.00	24.00	OH-35	20.00	09.00	10.00	12.00	OH-36	30.00	27.00	24.00	30.00																							
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	TOTAL	75.00	53.00	50.00	63.00
Resolution	Noted				
Item No.: 121.AFC.I.6	Report on implementation of various OMs issued by DoPT, DoPPW and MoF, etc.				
	The Institute has implemented the following OMs issued by MoE, DoPT, DoPPW, and DoE, etc.				
	Sl. No.	OM No. & Date	Issued by	Subject	MoE Ref.
	1	1/4/2023-E-II(B) 20/10/2023	DoE, MoF	Enhancement of DA from 42% to 46% w.e.f 01/07/2023	TS.VII letter dated 30/10/2023
	2	41/04/2023-P&PW(D) 27/10/2023	DoPPW, MoPPG&P	Enhancement of DR from 42% to 46% w.e.f 01/07/2023	TS.VII email dated 30/10/2023
Resolution	Noted				
Item No.: 121.AFC.I.7	Report on procurement status of equipment/software.				
	Rs. 1178 lakhs was approved in 114th AFC held on 11/12/2021 and Rs. 566 lakhs was approved in 115th AFC held on 07/04/2022 for procurement of equipment and software during 2022-23 from Capital Grant (OH-35). Approval was revalidated for uncompleted procurement of 2022-23 for procurement in 2023-24. Total number of 103 equipments were approved for procurement in 2023-24.				
	Status of procurement of various equipment and software against approval for procurement during 2023-24 as on 31/12/2023 is given as Annexure – III .				
Resolution	Noted and approved for carrying forward of the uncompleted procurement.				
Item No.: 121.AFC.I.8	Report on HEFA related activities.				
	Laboratory Building Out of total sanctioned amount of Rs. 21.35 crore, advance of Rs. 13.13 crore has been made by HEFA directly to CPWD. Work Order for Rs. 7.81 crore has been placed on CPWD for the pending civil and electrical work. Work has been started by CPWD. Further, Work Order for Rs. 0.53 crore has been issued to CPWD for procurement and installation of furniture in the ground, 1st and 2nd floor of the building and Tender has been floated by CPWD.				
	Software & Equipment The Status of procurement of various equipment and software from HEFA Loan as on 31/12/2023 is given as Annexure – IV .				
	Repayment of Interest and Principal to HEFA Following amounts have been paid to HEFA during the year 2023-24 (till date of reporting) towards interest and principal.				

18-02-24



Sl. No.	Particulars of Payment	Date of Payment	Amount (Rs.)
1	Interest for Q4 of 2022-23	24/04/2023	14,78,001/-
2	Interest for Q1 of 2023-24	17/07/2023	11,59,793/-
3	8th EMI for Principal	20/07/2023	1,54,10,000/-
4	Interest for Q2 of 2023-24	20/10/2023	11,44,733/-
5	9th EMI for Principal	05/01/2024	1,54,10,000/-
6	Interest for Q3 of 2023-24	18/01/2024	10,36,811/-
Resolution	Noted		
Item No.: 121.AFC.I.9	Report on Separate Audit Report (SAR) on the Annual Accounts for the financial year 2022-23 received from C&AG.		
	<p>Comptroller & Auditor General of India was re-entrusted to conduct the audit of the Institute for a period of five years from 2022-23 to 2026-27, vide MoE letter No. 17-9/2018-TS.VII, dated 02/11/2023.</p> <p>Audit of the accounts of the Institute for the financial year 2022-23 was conducted by the Office of the Principal Director of Audit (Central), Lucknow through their Branch Office at Ranchi from 07/08/2023 to 31/08/2023. Draft Separate Audit Report (SAR) was received on 25/09/2023 with a direction to submit compliance by 24/10/2023. Compliance was submitted on 11/10/2023. After submission of compliance, final Separate Audit Report (SAR) was received on 29/11/2023.</p> <p>The Separate Audit Report (SAR) and accounts of the Institute for the financial year 2022-23 was included in the Annual Report of the Institute for the year 2022-23. Annual Report for 2022-23 has been submitted to MoE on 24/01/2024 for laying before the Parliament.</p> <p>Annual Report for 2022-23 is attached as a separate booklet.</p>		
Resolution	Noted. Institute was advised to submit action taken report on the audit observations to AFC and next audit.		
Item No.: 121.AFC.II.1	Proposal for financial assistance of Rs. 14.00 lakh from IRG (Student Gymkhana Fee) for JINKS Pranav 2024.		
	<p>Student Fostering Unit (Gymkhana) organizes the Annual Mega Event titled "JINKS Pranav" each year during February/March. Total budget of the event remains around 15.00 lakh, out of which Institute was supporting about 10.00 lakh from OH-31 grant and balance amount were collected by the students through sponsorships.</p> <p>To reduce support from OH-31 grant, the Gymkhana Fee has been increased starting from the 2023-24 Admission Batch. Total Gymkhana Fee expected to be collected for the year 2023-24 is Rs. 26,84,700/-. Based on the fee collection, Gymkhana Committee has prepared a budget of Rs. 14,03,000/- for "JINKS Pranav 2024" to be spent out of the Gymkhana Fee. Proposal of the Chairman (SFU/Gymkhana) is given as Annexure – V.</p> <p>It is proposed that Rs. 14.00 lakh may be approved for expenditure from Gymkhana Fee IRG and balance expenditure may be met out of the</p>		


 18-03-24

	sponsorships to be arranged by the students for this purpose. There will not be any support from the OH-31 grant for “JINKS Pranav 2024”.
Resolution	Approved
Item No.: 121.AFC.II.2	Proposal for financial assistance of Rs. 5.00 lakh from IRG Fund for organizing an International Conference by Department of Applied Sciences and Humanities.
	<p>The Department of Applied Sciences and Humanities has submitted a proposal to organize a National Conference on “Advanced Materials and its Applications” scheduled on 9th and 10th February, 2024 as part of academic activities of the Department.</p> <p>The Department has requested for financial assistance of Rs. 5.00 lakh from the Institute. Proposal of the HOD (FFT) is given as Annexure – VI.</p> <p>It is proposed that the requested amount of Rs. 5.00 lakh may be approved for expenditure from the IRG Fund of the Institute.</p>
Resolution	Approved
Item No.: 121.AFC.II.3	Proposal for additional sanction of Rs. 1.80 lakh on account of GST to be paid to STPI.
	<p>Approval of the AFC and BOG was taken in the 118th meeting held on 08/06/2023 for preparation of DPR for establishment of a CoE in Industry 4.0 by STPI with estimated charge of Rs. 10.00 lakh. Accordingly, offer was issued to STPI, vide letter No. NIAMT/EM/CoE/22/2022-23/1026, dated 16/10/2023.</p> <p>STPI has communicated their acceptance of the offer, vide letter No. STPI/RAN/2023-24/2449, dated 27/12/2023. They have quoted charge of Rs. 10.00 lakh plus GST at applicable rate of 18%. Thus, the total cost of preparation of DPR is Rs. 11.80 lakh inclusive of GST.</p> <p>Copies of the offer letter of the Institute and acceptance letter of STPI are given as Annexure – VII.</p> <p>It is proposed that additional fund of Rs. 1.80 lakh on account of GST may be approved.</p>
Resolution	Approved. Institute was advised to seek the timeline for completion of the project of STPI.
Item No.: 121.AFC.II.4	Proposal for additional sanction of Rs. 13.00 lakh for purchase of furniture for the Electronics & Computer Engineering (ECE) Department.
	<p>Approval of the AFC and BOG was taken in the 115th meeting, held on 07/04/2022, of Rs. 15.00 lakh for the procurement of furniture for the Computer Networking Laboratory of the newly created Electronics & Computer Engineering (ECE) Department. Budgetary Quotation was sought after receiving the approval and it is now estimated at Rs. 27.50 lakh.</p> <p>Copy of the Budgetary Quotation is given as Annexure – VIII.</p> <p>It is proposed that additional fund of Rs. 13.00 lakh may be approved for the procurement and installation of furniture for CSE Department.</p>
Resolution	Approved

Item No.: 121.AFC.II.5	Proposal to consider Revised Fee Structure from 2024-25 Academic Year.
	39 th meeting of the Academic Council was held on 12/01/2024 to consider various academic issues of the Institute, particularly low admission in ADC and M. Tech. for the academic year 2023-24. The Academic Council, inter-alia, observed that reduction of fees may attract more students for ADC and M. Tech. and accordingly has proposed for reduction in the existing Fee Structure. Detailed proposal and Minutes of the Meeting of the Academic Council is given as Annexure – IX .
Resolution	Approved
Extra Item No. 121.AFC.III.1	Sanction of Rs.10.00 lakh for organizing an International Conference by the Department of Foundry and Forge Technology.
	Based on an earlier proposal submitted vide Item No.118.AFC.II.6 held on 08.06.2023, BoG had approved financial assistance of Rs.5.00 lakh for organizing an International Conference on Foundry & Forming Technology by the Department of Foundry and Forge Technology. The Conference was scheduled in February 2024. The department has now submitted a revised proposal rescheduling the conference in September,2024 and has requested for sanction of an additional fund of Rs. 5.00 lakh. A copy of the revised proposal dated 05.02.2024 is placed as Annexure-X .
Resolution	Approved
Extra Item No. 121.AFC.III.2	To consider terms of payment to CMTI for establishment of a modern machine shop in the Institute.
	The AFC/BOG, in the 117 th meeting held on 04/02/2023, has approved the engagement of CMTI, Bangalore as the PMC for establishment of a modern machine shop for experimental learning by the students of the Institute. The proposal is on turn-key basis at estimated cost of ₹ 7.20 crore including PMC charges. A draft MoU has been received from CMTI, wherein, they have proposed payment terms as given below :- a. On placement of Purchase Order - 30% b. On supply of equipment - 60% c. On installation and commissioning - 10%
Resolution	Approved


 (Member Secretary)
 AFC/BoG

Chairman, AFC/BoG