MEMO

The undersigned is directed to convey that on recommendation of the Finance Committee at its 130th meeting held on 10.02.2023, the Board of Governors at its 205th meeting held on 10.02.2023 approved the ratification of the Audited Annual Accounts of the Institute for the year 2021-2022 for adoption and recommended to place before the both Houses of Parliament. Details are given in the Annexure.

This is for information and necessary action please.

Encl: As stated

Registrar & Secretary, BOG

To
1. Registrar
2. Joint Registrar (Finance & Accounts)
3. Deputy Registrar (Accounts)
4. Deputy Registrar (Audit)

Copy to:
1. Secretary to Director
2. Secretary, Deputy Director's Office
3. Secretary, Registrar's Office
4. Web Notice Board
BoG: 205-3, FC:130-3
MEMO

The undersigned is directed to convey that on recommendation of the Finance Committee at its 130th meeting held on 10.02.2023, the Board of Governors at its 205th meeting held on 10.02.2023 noted and suggested that the Higher Authority of CPWD be requested to expedite the ongoing construction work and maintain the committed timeline for each project under the “World Class Institution Scheme”.

This is for information and necessary action please.

Registrar & Secretary, BOG

To
1. Dean (Infrastructure)
2. Chief Engineer
3. Joint Registrar (Finance & Accounts)
4. Deputy Registrar (Accounts)

Copy to:
1. Secretary to Director
2. Secretary, Deputy Director’s Office
3. Secretary, Registrar’s Office
4. Web Notice Board
BoG: 205-3, FC:130-4
MEMO

The undersigned is directed to convey that on recommendation of the Finance Committee at its 130th meeting held on 10.02.2023, the Board of Governors at its 205th meeting held on 10.02.2023 approved for adoption of the provisions of the Payment of Gratuity (Amendment) Act, 2009 (An Act further to amend the Payment of Gratuity Act, 1972) in respect of the Institute employees covered under the New Pension Scheme (NPS), as conveyed by the Ministry of Education vide Office Memorandum F.No. 32-8/2022-TS-I, dated 19.12.2022 and F.No. 15-2/2022-TC, dated 16.12.2022. Details are given in the Annexure.

This is for information and necessary action please.

Encl: As stated

Registrar &
Secretary, BOG

To
1. Joint Registrar (Finance & Accounts)
2. Deputy Registrar (Accounts)
3. Deputy Registrar (Audit)
4. Deputy Registrar (E)
5. Assistant Registrar (E)

Copy to:
1. All Deans
2. All Heads of the Departments/Centres/Schools/Sections/Units
3. Secretary to Director
4. Secretary, Deputy Director’s Office
5. Secretary, Registrar’s Office
6. Web Notice Board
BoG: 205-3, FC:130-6
To The Director
All IITs

F.No. 32-8/2022-TS-I
Government of India
Ministry of Education
Department of Higher Education
Technical Section
Shastri Bhawan, New Delhi
Dated: 19.12.2022

Subject: Applicability of Payment of Gratuity Act 1972 to educational institutions under the Ministry of Education - reg.

Sir,
I am directed to forward herewith this Ministry's OM No. 15-2/2022-TC dated 16.12.2022 on the above subject to take appropriate action accordingly.

Yours faithfully,

(Kavita Chauhan)
Under Secretary to Govt. of India
Ph No. 011-23381698

Encl: As above.
OFFICE MEMORANDUM

Subject: Applicability of Payment of Gratuity Act 1972 to educational institutions under the Ministry of Education-reg.

The undersigned is directed to inform that the issue of payment of gratuity to the employees covered under New Pension Scheme (NPS) in the Autonomous Bodies/Organizations under the Ministry of Education (MoE) has been examined in consultation with the Ministry of Finance (Department of Expenditure) and the Ministry of Labour & Employment (MoL&E).

2. The Department of Expenditure (DoE), vide OM No.1(16)/EV/2017 dated 02.12.2021 (copy enclosed), has advised this Ministry to instruct Autonomous Bodies/Organizations to adopt Payment of Gratuity Act, 1972 in consultation with MoL&E since CCS (Pension) Rules, 1972 are strictly meant for Central Government employees only. Further, vide O.M. No.R-13011/02/2022-SS.II dated 23.11.2022 (copy enclosed), the MoL&E has clarified that the Payment of Gratuity Act, 1972 is applicable to all employees of educational institutions, as the said Act does not have provisions for different set/category/class of employees and further that no separate notification is required to be issued by the Ministry of Education for applicability of the said Act (in case of NPS employees).

3. In view of the above, all Bureaus in both Departments of the Ministry of Education may like to direct the Autonomous Bodies/Organizations under their administrative control to take appropriate action accordingly.

Encl: As above.

(Kirti)
Deputy Director (TE)
Ph.: 23385935
Email: Kirti.15@gov.in

To

1. All BHs, D/o HE

2. All BHs, D/o SE&L - in respect of the educational institutions under the administrative control of D/o SE&L
Subject: Clarification on employer's contribution under NPS, applicability of death and retirement gratuity and additional relief in case of death, disability and invalidation to the employees of autonomous bodies of M/o Education covered under NPS - reg.

The undersigned is directed to refer to M/o Education's OM No.19-1/2017-IFD, dated 26.08.2021 on the subject mentioned above and furnish the requisite clarification/comments on the issues noted as under:

(i) Whether the employer's contribution is 10% or 14%.
All the provisions of the notification dated 31.01.2019 of the DFS stands extended to the employees of CABs under MoE in terms of order dated 26.08.2021 and 21.10.2021 and not in terms of CCS (INPS) Rules, 2021.

(ii) Extension of Retirement/Death Gratuity benefits to the NPS borne employees under approximately 174 autonomous bodies.
MoE may consider issuing instructions to their autonomous bodies to adopt Payment of Gratuity Act, 1972 administered by the MoLE as Gratuity under CCS (Pension) Rules, 1972 may not be extended to the employees of autonomous bodies as these are strictly meant for Central Government employees. The issues relating to implementation of Payment of Gratuity Act in the autonomous bodies may be taken up directly with MoLE either by the concerned AB or through MoE.

(iii) Option to avail benefits on death or invalidation or disability of subscriber during service.
The CCS (NPS) Rules, 2021 are applicable only to the employees of Central government, the provisions contained therein are not directly applicable to the employees of CABs. The issue relating to applicability of these provisions to the employees of CABs is under consideration in this Department in consultation with DoP&PW. As such, MoE may await final decision of this Ministry in this regard.

2. This issues with the approval of Competent Authority.

(Anil Nandan)
Under Secretary to the Government of India

Ministry of Education
[Kind Attn: Ms. Kiran Arora, Under Secretary (IFD)]
Shastri Bhawan,
New Delhi 110001
OFFICE MEMORANDUM

Subject: Applicability of the provisions of the P.G. Act, 1972 to 137 Autonomous Bodies/Organisations under the Ministry of Education for the employees covered under NPS – regarding.

The undersigned is directed to refer to Ministry of Education’s O.M. No F.No.-15-2/2022-TC dated 15.09.2022 on the subject cited above.

2. The matter has been examined in the Ministry of Labour and Employment in consultation with the office of the Chief Labour Commissioner (Central). The requirement for applicability of the Payment of Gratuity Act, 1972, under section 1(3)(c), is being fulfilled by gazette notification No. S.O. 1080 dated 03.04.1997 to be read with Payment of Gratuity (Amendment) Act, 2009 (Copies enclosed for ready reference) in educational institutions and therefore, is applicable to all OPS and NPS employees of institutions, as the Payment of Gratuity Act, 1972 does not have provisions for different set/category/class of employees (in instant case OPS and NPS employees). Hence, there is no need to issue a separate notification.

3. Further, the section 4(5) of the PG Act reads as “Nothing in this section shall affect the right of an employee to receive better terms of gratuity under any award or agreement or contract with the employer.”

Encl: As above.

To,

Department of Higher Education
[Kind Attn.: Ms. Kirti, Deputy Director, Ministry of Education Technical Coordination Section Shastri Bhavan, Room No. 535, C Wing, R.P. Road, New Delhi-110001.]

Shram Shakti Bhawan, Rafi Marg, New Delhi, dated: 23rd November, 2022
S.O. 1015.—Notice is hereby given by the Competent Authority in pursuance of Rule 6 of the Notaries Act, 1956 that application has been made to the said Authority, under Rule 4 of the said Rules, by Shri S. K. Kaundal, Advocate for appointment as a Notary to practise in Sarojini Nagaon, M.C.T of Delhi.

2. Any objection to the appointment of the said person as a Notary may be submitted in writing to the undersigned within fourteen days of the publication of this notice.

N. C. JAIN, Competent Authority & Addl. Legal Adviser

S. O. No. 5(69)/97-Notarial

[No. P. 5(69)/97-Notarial]
ORDER

Permission is granted to withdraw the reference to second party with leave to approach proper forum for his dispute as prayed for in the interest of justice and the reference is disposed of accordingly with no order as to costs.


P. R. DAVE, Presiding Officer

[Signature]

ANNEXURE

BEFORE SHRI P. R. DAVE, PRESIDING OFFICER, INDUSTRIAL TRIBUNAL CENTRAL, AHMEDABAD

Reference (ITC) No. 11 of 1990

ADJUDICATION BETWEEN

Assistant Engineer,
Post & Telegraph, Mehsana ... First party.

AND

The workmen employed under it. ... Second party

In the matter of reinstating Shri Narotam Jeenabhai Parmar, a casual labour of Asstt. Engg. P&T Satellite Project, Mehsana and with full back wages.

APPEARANCES:

Shri B. N. Joshi, learned Advocate—for the first party.

Kum, Ashaben Gupta, learned Advocate—for the second party.

AWARD

By an Order No. L-40012/91/89-D-2(B) dated 31st January, 1990, the Desk Officer, Labour Ministry, Government of India, New Delhi has referred an industrial dispute as stated in the Schedule of above order between the above parties u/s. 10(1) of the I.D. Act, 1947, initially to the Industrial Tribunal of Shri V. H. Thakore and subsequently to the Industrial Tribunal of Shri Bhatt and finally, it was transferred to this Tribunal by an appropriate order of the Government.

Before this matter can be heard and finally disposed of, Shri N. J. Parmar, the concerned workman has filed a Purshis Ex. stating that the Telecommunication is not an "industry" according to Supreme Court's order dated 2nd February, 1996 and, therefore, the second party may be granted permission to withdraw the reference with leave to approach proper forum for his dispute as prayed for in the interest of justice in view of above, I pass the following order:

New Delhi, the 3rd April, 1997

S.O. 1080—In exercise of the powers conferred by clause (e) of sub-section (3) of section 1 of the Payment of Gratuity Act, 1972 (39 of 1972), the Central Government hereby specified the educational institutions in which ten or more persons are employed or were employed on any day preceding 12 months as a class of establishments to which the said Act shall apply with effect from the date of publication of this notification:

Provided that nothing contained in this notification shall affect the operation of the notification of the Ministry of Labour S.O. No. 239 dated the 8th January, 1982.

[Signature]

J. P. SHUKLA, Under Secy.
An Act further to amend the Payment of Gratuity Act, 1972.

Be it enacted by Parliament in the Sixtieth Year of the Republic of India as follows:

1. (1) This Act may be called the Payment of Gratuity (Amendment) Act, 2009.

(2) It shall be deemed to have come into force on the 3rd day of April, 1997.

2. In the Payment of Gratuity Act, 1972 (hereinafter referred to as the principal Act), in section 2, for clause (e), the following clause shall be substituted, namely:

"(e) "employee" means any person (other than an apprentice) who is employed for wages, whether the terms of such employment are express or implied, in any kind of work, manual or otherwise, in or in connection with the work of a factory, mine, oilfield, plantation, port, railway company, shop or other establishment to which this Act applies, but does not include any such person who holds a post under the Central Government or a State Government and is governed by any other Act or by any rules providing for payment of gratuity;".
3. After section 13 of the principal Act, the following section shall be inserted, namely:

"13A. Notwithstanding anything contained in any judgment, decree or order of any court, for the period commencing on and from the 3rd day of April, 1997 and ending on the day on which the Payment of Gratuity (Amendment) Act, 2009, receives the assent of the President, the gratuity shall be payable to an employee in pursuance of the notification of the Government of India in the Ministry of Labour and Employment vide number S.O. 1080, dated the 3rd day of April, 1997 and the said notification shall be valid and shall be deemed always to have been valid as if the Payment of Gratuity (Amendment) Act, 2009 had been in force at all material times and the gratuity shall be payable accordingly:

Provided that nothing contained in this section shall extend, or be construed to extend, to affect any person with any punishment or penalty whatsoever by reason of the non-payment by him of the gratuity during the period specified in this section which shall become due in pursuance of the said notification."

V.K. BHASIN,
Secy. to the Govt. of India.
New Delhi, the 7th August, 1997

S.O. 2149.—In exercise of the powers conferred under sub-section (8) of section 24 of the Code of Criminal Procedure 1872 (Act No. 2 of 1872), the Central Government hereby appoints Smt. S. K. Sinha, Advocate of House No. P-263 (II Floor), Vikaspuri, New Delhi as Special Public Prosecutor for conducting RC 789/96-SIV/SIC.II New Delhi case F.I.R. No. 111 dt. 22-4-96 PS Smallaha, Distt. Panipat relating to the murder of Subhil Kumar in the Session’s Court and any other matter connected therewith or incidental thereto in any other courts.

P. C. 162

MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES AND PENSIONS

(Department of Personnel & Training)

New Delhi, the 7th August, 1997

S.O. 2149.—In exercise of the powers conferred under sub-section (8) of section 24 of the Code of Criminal Procedure 1872 (Act No. 2 of 1872), the Central Government hereby appoints Smt. S. K. Sinha, Advocate of House No. P-263 (II Floor), Vikaspuri, New Delhi as Special Public Prosecutor for conducting RC 789/96-SIV/SIC.II New Delhi case F.I.R. No. 111 dt. 22-4-96 PS Smallaha, Distt. Panipat relating to the murder of Subhil Kumar in the Session’s Court and any other matter connected therewith or incidental thereto in any other courts.

P. C. 162

MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES AND PENSIONS

(Department of Personnel & Training)

New Delhi, the 7th August, 1997

S.O. 2149.—In exercise of the powers conferred under sub-section (8) of section 24 of the Code of Criminal Procedure 1872 (Act No. 2 of 1872), the Central Government hereby appoints Smt. S. K. Sinha, Advocate of House No. P-263 (II Floor), Vikaspuri, New Delhi as Special Public Prosecutor for conducting RC 789/96-SIV/SIC.II New Delhi case F.I.R. No. 111 dt. 22-4-96 PS Smallaha, Distt. Panipat relating to the murder of Subhil Kumar in the Session’s Court and any other matter connected therewith or incidental thereto in any other courts.

P. C. 162
By Order No. L-12012/25(E-R. (B-2) dated 1-8-1990 the Central Government, in exercise of the powers conferred by clause (d) of sub-section (1) of Section 10 of the Industrial Disputes Act, 1947, referred the following dispute for adjudication to this Tribunal as

"Whether the action of the management of Bank of Baroda in terminating the services of Shri Pradip Kumar Singh is justified? If not, to what relief is the workman entitled?"

2. The Order of reference was received in this Tribunal on 7-8-1990. After notice to the parties, they filed their respective written statements, rejoinder and documents. Thereafter the workman stopped appearing to take further step in the case, despite several adjournments.

3. On 9-6-97 Sri S. K. Puwar, Manager (P) appearing on behalf of the management, filed a petition stating therein that the workman is not interested to contest the case further. Thereafter, registered notice was issued to the workman. But neither the workman nor his authorised representative appeared. It appears that neither the workman nor his representative is interested in prosecuting the case.

4. Under the above circumstances, I render a 'No Dispute' award in the reference.

TARKESHWAR PRASAD, Presiding Officer

2nd September, 20 Prayag, 1997

[As the above text is in Hindi and contains legal terms and references to Indian laws, it is not directly translatable into English. The context suggests a legal dispute regarding the termination of employment of a workman named Shri Pradip Kumar Singh by the Bank of Baroda.]

S.O. 2217.- Whereas the Nuclear Power Corporation of India Limited, Mumbai, an establishment of the Central Government, has applied for exemption under sub-section (1) of the Section 5 of the Payment of Gratuity Act, 1972 (39 of 1972), (herein after referred to as the said Act); And whereas in the opinion of the Central Government the gratuity benefit receivable by the employees of the establishment are not less favourable than the benefits conferred under the said Act;

Now, therefore, in exercise of the powers conferred by sub-section (1) of Section 5 of the said Act the Central Government hereby exempts the Nuclear Power Corporation of India Limited, from the operation of the provisions of the said Act from the date of publication of this notification in the Official Gazette.

[No. S-42014/2/96-SS. II]

J. P. SHUKLA. Under Secy.

New Delhi, the 20th August, 1997
Fwd: Applicability of Payment of Gratuity Act 1972 to educational institutions under the Ministry of Education - reg

From: Establishment Section <dre@adm.iitkgp.ac.in>  
Subject: Fwd: Applicability of Payment of Gratuity Act 1972 to educational institutions under the Ministry of Education - reg  
To: Milan <milan.maity@adm.iitkgp.ac.in>, Bimal <murmu@adm.iitkgp.ac.in>  
Cc: meeting <meeting@adm.iitkgp.ac.in>, Pratap Chandra Das <pratap@adm.iitkgp.ac.in>  

Please put up.

From: "reg@hijli.iitkgp.ernet.in" <registrar@iitkgp.ac.in>  
To: "Tamal Nath" <tamal@adm.iitkgp.ac.in>, "Pratap Chandra Das" <pratap@adm.iitkgp.ac.in>, "Establishment Faculty" <dre@adm.iitkgp.ac.in>  
Sent: Monday, December 19, 2022 6:52:27 PM  
Subject: Fwd: Applicability of Payment of Gratuity Act 1972 to educational institutions under the Ministry of Education - reg  
FYNA Please

From: "Harish Kaushik" <harish.1@gov.in>  
To: "BHU IIT Director" <director@iitbhu.ac.in>, "Bhilai IIT Director" <director@iitbilai.ac.in>, "Bhubneshwar IIT-Director" <director@iitb.ac.in>, "Bombay IIT-Director" <director@iitb.ac.in>, "Delhi IIT-Director" <director@admin.iitd.ac.in>, "Dharwad IIT-Director" <director@iitd.ac.in>, "Gandhinagar IIT-Director" <director@iitgn.ac.in>, "Goa IIT-Director" <director@iitgoa.ac.in>, "Guwahati IIT-Director" <director@iitg.ernet.in>, "Hyderabad IIT-Director" <director@iith.ac.in>, "ISM Dhanbad IIT-Director" <director@iitism.ac.in>, "Indore IIT-Director" <director@iiti.ac.in>, "Jammu IIT-Director" <director@iitjammu.ac.in>, "Jodhpur IIT-Director" <director@iit.jodhpur.ac.in>, "Kharagpur IIT-Director" <director@iitkgp.ernet.in>, "Kanpur IIT-Director" <director@iitkanpur.ac.in>, "Madras IIT-Director" <director@iitm.ac.in>, "Mandi IIT-Director" <director@iittmandi.ac.in>, "Palakkad IIT-Director" <director@iitpalakkad.ac.in>, "Patna IIT-Director" <director@iitpatna.ac.in>, "Roorkee IIT-Director" <director@iitr.ac.in>, "Roorkee IIT-Director" <director@iitr.ac.in>, "Roorkee IIT-Director" <director@iitr.ac.in>, "Roorkee IIT-Director" <director@iitr.ac.in>, "Tirupati IIT-Director" <director@iittp.ac.in>

Cc: "Ms. Kavita US IITs" <kavitaachauhan.edu@nic.in>, "Sahil Sardana" <sahilsardana.edu@gov.in>, "mohitgupta edu" <mohitgupta.edu@nic.in>, "Ashwini Kumar" <ashwinkumar.edu@nic.in>, "Technical IITs <iiittechnicalsection1@gmail.com>, "BHU (Varanasi) IIT-Registrar" <registrar@iitbhu.ac.in>, "Registrar IIT Bhubaneswar" <registrar@iitb.ac.in>, "Bombay IIT-Registrar" <registrar@iitb.ac.in>, "Delhi IIT-Registrar" <registrar@admin.iitd.ac.in>, "Dharwad IIT-Registrar" <registrar@iitd.ac.in>, "Gandhinagar IIT-Registrar" <registrar@iitgn.ac.in>, "Goa IIT-Registrar" <registrar@iitgoa.ac.in>, "Guwahati IIT-Registrar" <registrar@iitg.ernet.in>, "Hyderabad IIT-Registrar" <registrar@iith.ac.in>, "ISM Dhanbad IIT-Registrar" <registrar@iitism.ac.in>, "Indore IIT-Registrar" <registrar@iiti.ac.in>, "Jammu IIT-Registrar" <registrar@iitjammu.ac.in>, "Jodhpur IIT-Registrar" <registrar@iit.jodhpur.ac.in>, "Kharagpur IIT-Registrar" <registrar@iitkgp.ernet.in>, "Kanpur IIT-Registrar" <registrar@iitkanpur.ac.in>, "Madras IIT-Registrar" <registrar@iitmadras.ac.in>, "Mandi IIT-Registrar" <registrar@iittmandi.ac.in>, "Palakkad IIT-Registrar" <registrar@iitpalakkad.ac.in>, "Patna IIT-Registrar" <registrar@iitpatna.ac.in>, "Roorkee IIT-Registrar" <registrar@iitr.ac.in>, "Roorkee IIT-Registrar" <registrar@iitr.ac.in>, "Roorkee IIT-Registrar" <registrar@iitr.ac.in>, "Tirupati IIT-Registrar" <registrar@iittp.ac.in>, "Bhilai IIT Registrar" <registrar@iitbilai.ac.in>

Sent: Monday, December 19, 2022 5:52:59 PM
Subject: Applicability of Payment of Gratuity Act 1972 to educational institutions under the Ministry of Education - reg

Sir/Madam,


Regards

Harish Kaushik
Assistant Section Officer (ASO)
Technical Section I (IITs)
Deptt. of Higher Education
Ministry of Education

---------------------------------
Tamal Nath
Registrar (Officiating)
Indian Institute of Technology Kharagpur
Kharagpur-721302, India
E-mail: registrar@hijli.iitkgp.ac.in
Tel:+91-3222-282022(O)
Fax:+91-3222-282020
---------------------------------

letter no. 15-2-2022-TC.pdf
8 MB

744 KB

reg.vcf
175 B
MEMO

The undersigned is directed to convey that on recommendation of the Finance Committee at its 130th meeting held on 10.02.2023, the Board of Governors at its 205th meeting held on 10.02.2023 approved the amendment of “Faculty Development Fund (Amendment) Rule 2022”. The Board also approved the addition of following criteria to the above Faculty Development Fund (Amendment) Rule 2022:

“No purchase of asset out of FDF be made by the faculty members within one year before their date of superannuation”. Details are given in the Annexure.

This is for information and necessary action please.

Encl: As stated

Registrar & Secretary, BOG

To
1. Dean, R&D
2. Joint Registrar (Finance & Accounts)
3. Joint Registrar (SRIC)
4. Deputy Registrar (Accounts)
5. Deputy Registrar (Audit)

Copy to:
1. All Heads of the Departments/Centres/Schools/Sections/Units
2. Secretary to Director
3. Secretary, Deputy Director’s Office
4. Secretary, Registrar’s Office
5. Web Notice Board
BoG: 205-3, FC:130-7
Sub: Draft Amendment of Faculty Development Fund Rules and Regulations

It may kindly be noted that C&AG vide their letter dated 11.10.2022 has raised an audit para in their separate Audit Report on the Annual Accounts for the year 2021-22 that without approval of BoG, SRIC relinquish the ownership right over the assets procured from FDF.

In this regard following points may kindly be noted:

(i) The creation of the Faculty Development Fund was approved by the Board of Governors in its 138th meeting held on 17.07.2000. Subsequently, BoG in its 146th meeting held on 24.06.2004 had also approved the recommendation of 26th meeting of the Deans' Committee held on 21.04.2004 for allocation of fund from JEE/ GATE fund to the FDF of the individual faculty members who are involved in JEE/GATE operation.

(ii) The purpose for creation of the stated fund is to encourage the Principal Investigators and Co- Principal Investigator to have more Sponsored Research and Industrial Consultancy Project and also for academic advancement.

(iii) Allocation of fund to FDF from JEE /GATE is a part of honorarium accrues to an individual faculty member who is involved in JEE/GATE activities.

(iv) Most of the capital expenditure incurred from the FDF are procurement of mobile phone, laptop, books etc. The faculty members are also allowed to incur expenditure up to the date of his/her service to the Institute.

(v) As per FDF rules that the faculty can utilize the fund accumulated in his/ her account for his/her academic advancement including attending Seminars/ Conference in India and abroad, subscribing to professional journals, membership of professional bodies, books, equipment, accessories etc with the approval of the Competent Authorities. Hence, the utilisation of FDF is for personal academic advancement of the faculty members for the benefit of the Institute.

(vi) BoG in its 138th meeting has approved that there will be separate ledger account for each PI and Co-PI. SRIC is maintaining separate FDF ledger for individual faculty member wise.

(vii) It is also observed from the records available with SRIC that up to the financial year 2016-17 only the personal ledger for individual PI/ Co-PI was maintained for the expenditure incurred from FDF by following the approved guidelines of FDF, whatever was the nature of expenditure.

(viii) It is also observed from the records that the entries which were made for recognition of capital assets procured from FDF under Fixed Assets for the year from 2017-18 to 2020-21, without the specific/ explicit approval of BoG and any other competent authority. Hence, same was required for rectification considering the approved FDF Rule and practice followed up to the year 2016-17 and accordingly rectification was passed in the year 2021-22.
(ix) It is also very difficult to receive the capital assets mainly mobile phone, used laptop, used electrical & electronics teaching aids, computer accessories etc from the PIs at the time of their superannuation and store of the same within the Institute.

Considering the audit para of C&AG and also to streamline the FDF Rules, a draft amendment of FDF Rules is proposed for kind perusal and approval of the Competent Authority, if agreed to. The draft Amendment Rules is enclosed at Annex-I.

Submitted please.

Joint Registrar (SRIC)  
Dean(SRIC)  
Director  
09.12.2022
Placed herewith a copy of the Draft “Faculty Development Fund Rule (Amendment 2022)” proposed by the Joint Registrar (SRIC) through Dean (R&D). The Faculty Development Fund initially approved by the Board of Governors at its 138th meeting held on 17th July 2000 and subsequently amended in the Board of Governors at its 146th meeting held on 24th June 2004.

If agreed please, the above proposed “Faculty Development Fund Rule (Amendment 2022)” may be placed before the next meeting of the Board of Governors for its consideration and approval.

Submitted please.

Registrar

If kindly agreed the proposed revised guideline may be placed before the next meeting of the Board of Governors.

Dry. Director Pl.

Director Pl.

Approved

15/12/2022
BACKGROUND RECOMMENDATIONS AND APPROVALS

The BoG, in its 138th meeting held on 17.07.2000, approved the creation of Faculty Development Fund (FDF) from the 5% of Institute share of overhead charges realized from Projects and consultancy fee from consultancy projects, for encouraging sponsored Research & Industrial consultancy activities as well as for the academic achievement of the faculty member, based on the recommendation of Deans/ HODs/HOCs made at its 100th meeting held on 02.06.1997.

Subsequently, the BoG, in its 146th meeting held on 24.06.2004, further approved the recommendation of the 26th meeting of Deans Committee for implementation of the IIT Delhi Model in the Institute in respect of allocation of JEE/GATE fund to the FDF of individual faculty members who are involved in JEE/GATE operations.

The BoG in its 182nd meeting held on 03.06.2016 approved that the SRIC overhead that accrue annually be earmarked at least 1/3rd for FDF and DDF. Based on the same, the Dean (SRIC) approved the distribution of 12% overhead amount as FDF and 22% of the overhead amount as DDF.

UTILIZATION OF FDF

The FDF funds shall be utilized for the purposes mentioned below:

(I) Expenses for participation in any visits for professional purposes
(II) Procurement of research or laboratory items, including their maintenance, upgradation
(III) Expenditure incurred for intellectual property creation and its dissemination (publication, patent, copyright etc.)
(IV) Subscription of books, journals for professional purposes and membership of professional bodies
(V) Purchase of electronic items including computers and their accessories, tabs, mobile phones or any other items of similar nature and purpose (all categorized under 'personal electronic equipment')

MODALITY & REGULATIONS

(i) The upgradation/replacement of any electronic item may be made on mal-performance or obsolescence or any other valid reason with due approval of the Dean R&D
(ii) All purchases shall be made following the SRIC/Institute Purchase Rules.
(iii) Recognition of expenditure incurred for procurement of capital assets by using FDF shall be reflected only in the individual FDF ledger of the faculty member along with other recurring expenditure and the record is to be maintained by SRIC. The ownership of all such assets procured shall be assigned to the faculty members. Equipment under 'personal electronic item' category shall continue to be considered as the personal asset of the concerned faculty member.
(iv) Faculty member may not be eligible to use FDF while on lien / deputation.
(v) FDF will render to be inaccessible to the faculty member with effect from the date in which he/ she ceases to be in the payroll of the Institute.
(vi) The FDF balance shall be transferred to the SRIC/ Institute corpus account with the approval of the Competent Authority, on termination of the accessibility of the same by the concerned faculty member.

XXXXX

169
MINUTES

For the 146th Meeting of the

BOARD OF GOVERNORS

Venue of the Meeting
CESC House, 5th Floor
Chowringhee Square, Kolkata 700001

Date of the Meeting 21-6-2004

Time of the Meeting 11.00 A.M.

170
Item No. BOG:146-12

To consider the recommendation of Deans' Committee at its 26th meeting held on 21.4.2004 for implementation of IIT Delhi Model in the Institute in respect of 40% allocation from JEE/GATE fund to the Faculty Development Fund (FDF) of the individual faculty members who are involved in JEE/GATE operations.

RESOLVED that –

the modalities and procedures for 40% allocation from JEE/GATE fund to the individual faculty members who are involved in JEE/GATE operations as under, be approved:

Calculation of FDF fund

Honorarium which accrues to an individual for GATE/JEE work = X
Allocation to the individual's FDF = 0.4X

Modalities & Procedures

1. FDF fund may be utilized only for research & professional activities such as purchase of books, journals, computers/computer accessories, stationery items and for TA/DA to attend national / international conferences in the country and abroad.

2. The individual must have paid income tax on the amount X as per GOI rules.

3. FDF fund will be made allocated from GATE/JEE fund after meeting all expenses related to GATE/JEE operation.

4. FDF to individual faculty members/scientific staff will be allocated by the respective Chairmen of GATE and JEE.

5. FDF passbook and accounts will be maintained at SRIC office of the Institute as is maintained for R&D project related FDF.

6. GATE/JEE Chairman will transfer the total FDF amount to SRIC office where faculty members are already having FDF accounts.

7. Faculty members/Scientific staff those who do not have FDF account in SRIC, will be advised to open their FDF account in SRIC office.
138th Meeting

Belvedere Room, Oberoi Grand Hotel,
Calcutta-700001
17th July, 2000
11-00 a.m.
To consider and approve the recommendation of the Committee of Deans/HODs/HOCs made at its 100th meeting held on 2.6.1997 regarding creation of Departmental Development Fund (DDF) and Faculty Development Fund (FDF) from the 15% of Institute share of overhead charges realised from Projects and Consultancy fee from Consultancy Projects for encouraging Sponsored Research & Industrial Consultancy activities.

RESOLVED that—

as recommended by the Committee of Deans/HODs/HOCs made at its 100th meeting held on 2.6.1997 creation of Departmental Development Fund (DDF) and Faculty Development Fund (FDF) from the 15% of Institute share of overhead charges realised from Projects and Consultancy fee from Consultancy Projects for encouraging Sponsored Research & Industrial Consultancy activities, as detailed in the annexure, be approved.

Annexure - M
(P. 161-162)
ITEM NO. HOD : 100-4

CREATION OF DEVELOPMENT FUNDS FOR ENCOURAGING SPONSORED RESEARCH AND INDUSTRIAL CONSULTANCY ACTIVITIES

To encourage sponsored research and industrial consultancy activity, the Institute proposes creation of two development funds, (1) Departmental Development Fund and (2) Faculty Development Fund. Both these funds will be operated by SRIC as per the following terms and conditions:

1. **Departmental Development Fund**:

1.1 **Purpose**: To encourage Departments / Centers to have more Sponsored Research and Industrial Consultancy Projects.

1.2 **Source of Funding**:

   1. Fifteen percent of overhead charges realized from the projects under execution during a year in a Department / Center. If a project is operating in more than one Department / Center, the amount will be shared equally between the executing Departments / Centers.

   2. Fifteen percent of Institute’s share of consultancy fee from consultancy projects completed by the faculty of a Department / Center during a year. If more than one Department / Center are involved in a consultancy project, the amount will be shared equally between the concerned Departments / Centers.

1.3 **Operation of the Fund**:

   1. Each Department / Center will have a separate Ledger Account. SRIC will operate the same as per the approved rules.

   2. On recommendation of the Departmental Administrative Committee, the Head of the Department / Center, with due approval of the competent authority, will spend the amount accumulated in this account for the development of the Department / Center.

   3. The overhead charges from projects and the Institute’s share from consultancy projects during a year will be transferred to the Institute’s Corpus Fund. From the interest earned from Corpus, the Institute, will transfer twenty percent of the amount to Departmental Development Fund and Faculty Development Fund in the following year.
2. **Faculty Development Fund**

2.1 **Purpose:**
To encourage the Principal Investigators and Co-Principal Investigators to have more Sponsored Research and Industrial Consultancy Projects.

1.2 **Source of Funding:**
1. Five percent of the Institute's Overhead Charges and Institute's Share of Consultancy Fee will be the contribution to Faculty Development Fund.

2. The PI and Co-PI (if any) may also recommend depositing any amount from their share of the Consultancy Fee to Faculty Development Fund.

1.3 **Operation of the Fund:**
1. There will be separate Ledger Account for each PI and Co-PI. SRIC will operate the same as per the approved rules.

2. The PI and Co-PI (if any) shall jointly recommend sharing of their contributions to individual Faculty Development Fund from industrial consultancy projects.

3. The Faculty can utilize the fund accumulated in his/her account for his/her academic advancement including attending Seminars/Conferences in India and abroad, subscribing to professional journals, membership of professional bodies, books, equipment, accessories, etc. with approval of the competent authority.

The above may be placed before the Committee of Heads and Deans for their consideration.

*Sd/-  
(M. N. Gupta)  
Registrar

*Sd/-  
(D. Acharya)  
Dean (SRIC)

The above was considered by the Committee of Deans/HODs/HOCs at its meeting held on 2-6-97. The Committee recommended implementation of the same. The Director is requested to approve its implementation with effect from 2-6-97.

*Sd/-  
(D. Acharya)  
Dean (SRIC)

To
The Director
To,
The Director, Indian Institute of Technology, Kharagpur, West Bengal-721302

Subject: Separate Audit Report on the accounts of the Indian Institute of Technology, Kharagpur, for the financial year 2021-22

Sir/Madam,

A copy of the Separate Audit Report, along with Annexure, on the accounts of the Indian Institute of Technology, Kharagpur, for the financial year 2021-22, is forwarded to the Director, Indian Institute of Technology, Kharagpur, West Bengal-721302, for information and necessary action.

2. Arrangement may please be made for preparation of the Hindi Version of the Separate Audit Report, with Annexure, at your end, and for sending the same directly to the Ministry.

3. It may please be ensured that the Audited Accounts and the Separate Audit Report, along with Annexure, are placed before the apex body, for consideration and adoption, before the same are sent to the Government for being placed in the Parliament.

4. A copy of the printed Annual Report, for the financial year 2021-22 (both English and Hindi Version), containing the Audited Accounts and the Separate Audit Report, along with Annexure, as laid before the Parliament, may please be forwarded to this office, for necessary action at this end.

Yours faithfully,

TANUSHREE BISWAS
Deputy Director

Encls: As above

Copy to:-
1 Finance and Accounts Section, O/o the IIT Kharagpur
2 OAD-HQ for kind information
3 OAD-AB for kind information
I have audited the annual accounts of the Indian Institute of Technology, Kharagpur, for the financial year 2021-22, and have issued the Audit Report thereon vide letter dated 10 October 2022. During the course of audit, the following deficiencies were noticed, but were not included in the Audit Report. They are, however, brought to your notice, for corrective and remedial action:

1. **Loans, Advances & Deposits (Schedule 8): ₹908.83 crore**

   The above head included an amount of ₹33.89 crore as Receivable (Holding Events). Details furnished by the Institute showed that ₹32.84 crore was booked on the basis of Assurance Letter from Chairman GATE and ₹0.29 crore was TDS receivable in respect of GATE. However, in respect of remaining Receivable of ₹0.76 crore, the Institute could not furnish any supporting document. Thus, booking of ₹0.76 crore, as receivable without proper reasonable assurance of receipt, resulted in overstatement of both the ‘Loans, Advances & Deposits (Schedule 8)’ and the ‘Corpus/Capital Fund (Schedule 1)’, by an amount of ₹0.76 crore.
We have audited the attached Balance Sheet of the Indian Institute of Technology, Kharagpur as at 31 March 2022, the Income and Expenditure Account and Receipts and Payments Account, for the year ended on that date, under Section-19(2) of the Comptroller and Auditor General's (Duties, Powers and Conditions of Service) Act, 1971, read with Section-23(2) of the Indian Institute of Technology Act, 1961. These financial statements include the accounts of two branch units also. These financial statements are the responsibility of the Institute's management. Our responsibility is to express an opinion on these financial statements, based on our audit.

2. This separate Audit Report contains the comments of the Comptroller and Auditor General of India (CAG) on the accounting treatment only, with regard to classification, conformity with the best accounting practices, accounting standards and disclosure norms, etc. Audit observations on financial transactions, with regard to compliance with the Law, Rules & Regulations (i.e. Propriety and Regularity) and efficiency-cum-performance aspects, etc., if any, are reported through Inspection Reports/CAG’s Audit Reports, separately.

3. We have conducted our audit in accordance with auditing standards generally accepted in India. These standards require that we plan and perform the audit, to obtain reasonable assurance about whether the financial statements are free from material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the Management, as well as evaluating the overall presentation of financial statements. We believe that our audit provides a reasonable basis for our opinion.
4. Based on our audit, we report that:

i. We have obtained all the information and explanations, which, to the best of our knowledge and belief, were necessary for the purpose of our audit;

ii. The Balance Sheet and Income and Expenditure Account/Receipts and Payments Account, dealt with by this report, have been drawn up in the format prescribed by the Ministry of Education (erstwhile Ministry of Human Resource Development), Government of India vide order No. 29-4/2012-FD dated 17 April 2015.

iii. In our opinion, proper books of accounts and other relevant records have been maintained by the Indian Institute of Technology, Kharagpur, as required under Section 23(2) of the Indian Institute of Technology Act, 1961, insofar as it appears from our examination of books.

iv. We further report that

Comments on Accounts

A. Balance Sheet:

1.1 Assets

1.1.1 Fixed Assets (Tangible Assets)[Schedule 4]: ₹1615.25 crore

The above head was understated by an amount of Rs.1.56 crore, as the Institute during the financial year 2021-22 decided to relinquish the ownership right over the assets of the Faculty Development Fund (FDF), stating that the ownership of those assets belonged to faculty members without taking any explicit approval from the BoG. Accordingly, accounting deviation from the earlier years, an amount of ₹1.56 crore(Accumulated opening balance of FDF assets ₹2.33 crore – Accumulated depreciation ₹0.77 crore) was adjusted from Fixed Assets in schedule 4 of SRJC Account as well as in Earmarked Fund-FDF in schedule 2 as ‘Prior period adjustment (Net Fixed Assets of FDF)’. Thus, irregular adjustment of the assets, resulted in understatement of both the ‘Earmarked/Endowment...
Fund’ (Schedule-2) and the ‘Fixed Assets’ (Schedule-4), by an amount of Rs.1.56 crore each.

B. Income and Expenditure Account

2.1 Expenditure

2.1.1 Staff Payment & Benefits (Establishment Expenses) [Schedule 17]: ₹413.15 crore

As per clause 16 of Notes on Account, Provision for gratuity was made on the basis of actuarial valuation. As per the report of Actuary, value of obligations of the Institute for Gratuity as on 31st March 2022 was ₹104.89 crore. However, the Institute showed the provision required on 31st March 2022 as ₹110.73 crore and thus booked excess provision of ₹5.84 crore for gratuity. This also resulted in understatement of the Surplus (being the excess of Income over Expenditure) by an amount of ₹5.84 crore.

2.1.2 Academic Expenses (Schedule 18): ₹88.50 crore

The above head included an amount of ₹3.20 crore, incurred on subscription of e-journal for the year 2022, under the head ‘Academic Expenses – Publications’ (Schedule-18). As the subscription period was for entire year of 2022, proportionate expenditure for 3 months only (January’22 to March ’22) pertaining to FY 2021-22 amounting to ₹0.80 crore (1/4 X ₹3.20 crore) was required to be debited in the Income & Expenditure account and the remaining ₹2.40 crore was required to be booked as ‘Prepaid Expenses’ under the ‘Loans Advances and Deposits’ (Schedule-8). Thus, booking of excess expenditure of ₹2.40 crore under Academic expenses, resulted in understatement of the Surplus (being the excess of Income over Expenditure) by the same amount. This further resulted in understatement of both the ‘Corpus/Capital Fund’ (Schedule 1) and the ‘Loans, Advances & Deposits (Schedule 8)’, by an amount ₹2.40 crore each.

2.1.3 Finance Cost (Schedule 22): ₹5.31 crore
MEMO

The undersigned is directed to convey that on recommendation of the Finance Committee at its 130th meeting held on 10.02.2023, the Board of Governors at its 205th meeting held on 10.02.2023 approved the ratification of implementation of the General Provident Fund (Central Services) Amendment Rules, 2022 regarding ceiling of Rs. 5.0 lakhs on subscription of General Provident Fund (Central Services) in a Financial Year vide Administrative Notification No. 01/2023 dated January 05, 2023. Details are given in the Annexure.

This is for information and necessary action please.

Encl: As stated

Registrar &
Secretary, BOG

To
1. Joint Registrar (Finance & Accounts)
2. Deputy Registrar (Accounts)
3. Deputy Registrar (Audit)
4. Deputy Registrar (E)
5. Assistant Registrar (E)

Copy to :
1. Secretary to Director
2. Secretary, Deputy Director’s Office
3. Secretary, Registrar’s Office
4. Web Notice Board
BoG: 205-3, FC:130-8
F. No. 4-13/2019-T.S.-I(Pt.2)
Government of India
Ministry of Education
Department of Higher Education
Technical Section-I

Annexure: FC:130-8

Shastri Bhawan, New Delhi
Dated the 23rd December, 2022

To,
Directors, All IITs

Subject: Ceiling of Rs.5 lakhs on subscription of General Provident Fund (Central Services) in a Financial Year- instructions regarding.

Sir,

I am directed to refer to DoP&PW’s OM No. 3/13/2022-P&PW(F)(8353) dated 2.11.2022 on the above mentioned subject and to say that the said amendment Notification with regard to General Provident Fund (Central Services) Rules, 1960 on the threshold limit of Rs.5 lakh annual subscription is applicable to all GPF subscribers whoever is subscribed to GPF scheme.

This issues after consultation with IF Division, Department of Higher Education, Ministry of Education.

Yours faithfully,

(Kavita Chauhan)
Under Secretary to the Government of India
Ph No. 23381698
Office Memorandum

Subject:- Ceiling of Rs. 5 Lakh on subscription to General Provident Fund (Central Services) in a financial year- instructions regarding.

The undersigned is directed to say that in accordance with the General Provident Fund (Central Services), Rules, 1960, the amount of subscription to the GPF in respect of a subscriber, shall not be less than 6% of the emoluments and not more than total emoluments of the subscriber. Rules 7, 8 & 10 of the General Provident Fund (Central Services) Rules, 1960 were amended vide Notification No. G.S.R. 96 dated 15.06.2022. As per the said Notification dated 15.06.2022, the sum of the monthly subscription by a subscriber under the GPF during a financial year together with the amount of arrear subscriptions deposited in that financial year shall not exceed the threshold limit (at present Rupees Five Lakh) referred to in sub clause [i] of clause (c) of the Explanation below sub rule (2) of the rule 9D of the Income Tax Rules, 1962 [as inserted vide Notification No. G.S.R. 604 (E) dated 31.08.2021 of Ministry of Finance, Department of Revenue (Central Board of Direct Taxes)].

2. Further, instructions have been issued vide this Department’s OM No 3/6/2021-P&PW (F) dated 11.10.2022 for strict implementation of the above amended provisions of the General Provident Fund (Central Services), Rules, 1960.

3. References have been received in this Department seeking advice as to how the GPF subscription is to be regulated in the case of those Government servants in which cases the total subscription of GPF in the current financial year (i.e. 2022-23) has already exceeded the limit of Rupees Five Lakh or is likely to exceed this limit even with the minimum subscription of 6% of emoluments prescribed under General Provident Fund (Central Services), Rules, 1960.

4. The amendment Notification limiting the maximum annual GPF subscription was issued on 15.06.2022. A situation of annual total subscription exceeding the limit of Rupees Five Lakh in the current financial year would not have arisen if appropriate steps were taken immediately after the issue of the above amendment notification. However, keeping in view the difficulties being faced by the Ministries/Departments, the matter has been examined and the following further instructions are issued in this regard:

(a) In the case of those Government servants, whose GPF subscription during the current financial year (i.e. 2022-23) has already exceeded the threshold limit of Rs. 5 lakhs, no further deduction of GPF subscription may be made from their salary in the current financial year. In those cases, the provision regarding minimum monthly subscription of 6% of the emoluments shall be deemed to have been relaxed.
(b). In the case of those Government servants, whose GPF subscription during the current financial year (i.e. 2022-23) has not yet reached/exceeded the threshold limit of Rs. 5 lakh, further deductions towards GPF subscriptions during the current financial year may be phased out in such a manner that the total subscription during the current financial year does not exceed Rs. 5 lakh. In cases where the total contribution is likely to exceed Rs. 5 lakh even with minimum monthly subscription of 6% of the emoluments, deduction of GPF subscription from the salary may be stopped as soon as the total contribution in the current financial year reaches Rs. 5 lakh. In such cases also, the provision regarding minimum monthly subscription of 6% of the emoluments shall be deemed to have been relaxed.

5. All Ministries/Departments are requested to bring the above instructions to the notice of the all concerned for strict compliance.

(Vishal Kumar)
Under Secretary to the Govt of India

All Ministries/Departments/Organisations
(as per standard list)
भारत का राजपत्र
The Gazette of India

सं. 25] नई दिल्ली, जुलाई 10—जुलाई 16, 2022, सप्ताहित/साप्ताहिक 19—साप्ताहिक 25, 1944
No. 25] NEW DELHI, JULY 10—JULY 16, 2022, SATURDAY/ASADHA 19—ASADHA 25, 1944

इस भाग में भिन्न पृष्ठ संख्या ही जाती है जिससे कि यह पृष्ठ संकलन के रूप में रखा जा सके
Separate Paging is given to this Part in order that it may be filed as a separate compilation

भाग II—खण्ड 3—उप-खण्ड (I)
PART II—Section 3—Sub-section (I)

भारत सरकार के मंत्रालयों (रक्षा मंत्रालय को छोड़कर) और केंद्रीय विभागों (संसद राज्य के प्रशासन को छोड़कर) द्वारा विभिन्न के अन्तर्गत निर्माण गए और जारी किए गए साधारण सामान्य नियम (जिनमें साधारण प्रकार के अंशों, उप-नियम आदि सम्मिलित हैं)

General Statutory Rules (Including Orders, Bye-laws etc. of a general character) issued by the Ministries of the Government of India (other than the Ministry of Defence) and by the Central Authorities (other than the Administrations of Union Territories)

कार्यिक, लोक विकास और पेंटन मंत्रालय
(पेंटन और पेंटममोरी कल्याण विभाग)

नई दिल्ली, 15 जून, 2022

सं.का.सं. 96—राजपत्रि, संविधान के अनुसार 309 के पर्यंत और अनुसार 148 के बंद (5) द्वारा प्रत्यक्ष नियमों का प्रयोग करते हुए, और भारतीय लेखा परिषद और लेखा विभाग में साप्ताहिक रेखाओं के संबंध में भारत के नियमक महानिदेशाधीकर्त्ता में परामर्श करने के पदात, सामान्य भविष्य निदेश (केंद्रीय निदेश) नियमावली, 1950 में और संशोधन करने के लिए निर्मलितित नियम बनाते हैं, अयोध्या—
185

1. संबंध नाम और प्रारंभ - (1) इन नियमों का संबंध नाम सामान्य भविष्य निधि (केंद्रीय सेवाएँ) संशोधन नियमावली, 2022 में।
   
   (2) ये राज्य स्तर में हमके प्रकाशन की तारीख को प्रदर्शित होगा।

2. सामान्य भविष्य निधि (केंद्रीय सेवाएँ) नियमावली, 1960 में, (जिनमें इससे पत्ता उक्त नियम रहेगा जाएगा) नियम 7 में, उप-नियम (1) में, प्रत्येक परिषद के प्रकाश, निष्कर्षित परिषद को अंत: स्थापित किया जाएगा, अर्थात्—
   "परंतु यह अंतिम वर्ष के दौरान सामान्य वर्ष का योग उस विशेष वर्ष में जमा की गई वकाला, वंशावली के रकम के साथ नियम 8 के उप-नियम (1) के बंग (ब) के दूसरे परिषद में विनिमित सीमा से अधिक नहीं होगा।

3. उक्त नियमों के नियम 8 में-
   
   (क) उप-नियम (1) में, बंद (ब) में, परिषद के प्रकाश, निष्कर्षित परिषद को अंत: स्थापित किया जाएगा, अर्थात्—
   "परंतु यह अंतिम वर्ष में सामान्य अंश का योग जायकर नियमावली, 1962 के नियम 9 के उप-नियम (2) के नीचे वर्ष स्थिरित करण के बंद (ब) के उप-बंद (ए) में दी गई सीमा से अधिक नहीं होगा।

   (ब) उप-नियम (4) में,-
   
   (1) प्रथम परिषद का लोग किया जाएगा।
   
   (2) द्वितीय परिषद में, और शब्द की उड़ाया जाएगा।

   (छ) उप-नियम (4) के प्रकाश, निष्कर्षित उप-नियम को अंत: स्थापित किया जाएगा, अर्थात्—
   "(5) उप-नियम (3) के अभिनव निधिगत या उप-नियम (4) के तहत घटाई या बढ़ाई गई अंश की रकम उप-नियम (1) में विनिमित न्युनतम और अधिकतम सीमाओं के अनुसार होगी।

   (छ) उप-नियम (3) में उक्त नियमों के नियम 10 में, परिषद के प्रकाश, निष्कर्षित परिषद को अंत: स्थापित किया जाएगा, अर्थात्—
   "परंतु यह अंतिम वर्ष के दौरान सामान्य अंश की रकम का योग उस विशेष वर्ष में वंशावली की वकाला रकम और बसूरत किये गए व्याज के साथ नियम 8 के उप-नियम (1) के बंद (ब) के दूसरे परिषद में विनिमित सीमा से किसी भी व्याज में अधिक नहीं होगा।

[पत्र सं. 3/6/2021- पी & पी डब्ल्यू (एफ)]
संजय शंकर, उप सचिव

टिप्पणी: सूचना नियम भारत के राज्य स्तर में अधिसूचना का.आ. 3000, तारीख 1 जुलाई, 1960 में प्रकाशित किये गए, ये और अंतिम बार संख्या सात.का.6.234(३), तारीख 28 मार्च 2014 में प्रकाशित किए गए।

1. का.आ.1814, तारीख 18.06.1988
2. का.आ.2002, तारीख 02.09.1989
3. का.आ.710, तारीख 04.03.1990
4. का.आ.3006, तारीख 17.11.1990
5. का.आ.3272, तारीख 08.12.1990
MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES AND PENSIONS  
(Department of Pension and Pensioners' Welfare) 

New Delhi, the 15th June, 2022

G.S.R. 96.—In exercise of the powers conferred by the proviso to article 309 and clause (5) of article 148 of the Constitution, and after consultation with the Comptroller and Auditor-General of India in relation to persons serving in the Indian Audit and Accounts department, the President here by makes the following rules further to amend the General Provident Fund (Central Services) Rules, 1966, namely:

1. **Short title and commencement.**—(1) These rules may be called the General Provident Fund (Central Services) Amendment Rules, 2022.
   
   (2) They shall come into force on the date of their publication in the Official Gazette.

2. In the General Provident Fund (Central Services) Rules, 1966 (herein after referred to as the said rules) In rule 7, in sub-rule (1), after the second proviso, the following proviso shall be inserted, namely:

   “Provided that the sum of the monthly subscriptions during a financial year together with the amount of arrear subscriptions deposited in that financial year shall not exceed the limit as specified in the second proviso to clause (b) of sub-rule (1) of rule 8,.

3. In rule 8 of the said rules
   
   (a) in sub-rule(1), in clause(b), after the proviso, the following proviso shall be inserted, namely:

   “Provided further that the sum of monthly subscriptions in a financial year shall not exceed the threshold limit referred to in sub-clause (i) of clause (c) of the Explanation below sub-rule (2) of rule 9D of the Income Tax Rules, 1962”;

   (b) in sub-rule(4),—

   (1) The first proviso shall be omitted;

   (2) In the second proviso, the word ‘further’ shall be deleted;

   (c) after sub-rule (4), the following sub-rule shall be inserted, namely:—
“(5) The amount of subscription fixed under sub-rule(3) or reduced or enhanced under sub-rule (4) shall be subject to the minimum and maximum limits specified in sub-rule(1)”;

(d) in rule 10 of the said rules in sub-rule (3), after the proviso, the following proviso shall be inserted, namely:-

“Provided further that the sum of the monthly subscriptions during a financial year together with arrears of subscription and the interest thereon recovered in that financial year shall, in no case, exceed the limit as specified in the second proviso to clause (b) of sub-rule (1) of rule 8”.

[F. No.3/6/2021-P&PW (F)]
SANJOY SHANKAR, Dy. Secy.

Note: - The principal rules were furnished in the Gazette of India, vide notification S.O. 3000, dated the 1st December 1960 and last amended vide number G.S.R 234 (E), dated the 28th March 2014.

1. SO No 1814 dated 18.06.1988
2. SO No 2002 dated 02.09.1989
3. SO No 710 dated 04.03.1990
4. SO No 3006 dated 17.11.1990
5. SO No 3272 dated 08.12.1990
6. SO No 146 dated 20.03.1993
7. SO No 377 dated 10.02.1996
8. SO No 379 dated 10.02.1996
9. SO No 3228 dated 23.11.1996
10. SO No 826 dated 25.04.1998
11. SO No 2500 dated 05.12.1998
12. SO No 2690 dated 16.09.2003
13. SO No 1485 (E) dated 30.12.2003
14. SO No 3682 dated 15.10.2005
15. SO No 1529 dated 06.06.2009
16. SO No 2689 dated 22.09.2009
17. SO No 2869 dated 03.10.2010
18. SO No 3091 dated 25.09.2012
19. SO No 234 (E) dated 28.03.2014
Office Memorandum

Subject: Ceiling of Rs. 5 Lakh on subscription to General Provident Fund (GPF) in a financial year - regarding.

In accordance with General Provident Fund (Central Service) Rules, 1960, the amount of subscription to the GPF in respect of a subscriber, shall not be less than 6% of the emoluments and not more than total emoluments of the subscriber. However, there was no ceiling on the total amount of subscription of a subscriber into his GPF account in a financial year.

2. Rules 7, 8 & 10 of the General Provident Fund (Central Service) Rules, 1960 have been amended vide Notification No. G.S.R. 96 dated 15.06.2022. As per the said Notification dated 15.06.2022, the sum of the monthly subscription by a subscriber under the GPF during a financial years together with the amount of arrear subscriptions deposited in that financial year shall not exceed the threshold limit (at present Rupees Five Lakh) referred to in sub clause (i) of clause (c) of the Explanation below sub rule (2) of the rule 9D of the Income Tax Rules, 1962 [as inserted vide Notification No. G.S.R. 604 (E) dated 31.08.2021 of Ministry of Finance, Department of Revenue (Central Board of Direct Taxes)].

3. All Ministries/Departments are requested that the above amended provisions of the GPF Rules, 1960 regarding limit of subscription under GPF in a financial year by a subscriber may be given wide publicity to all Government servants and, more particularly, to the personnel dealing with the GPF matters in the Ministry/Department and attached/subordinate offices there-under, for strict implementation.

(Vishal Kumar)
Under Secretary to the Govt of India

All Ministries/Departments/Organisations
(as per standard list)
ADMINISTRATIVE NOTIFICATION NO. 01/2023, DATED JANUARY 05, 2023

Sub: Ceiling of Rs.5.0 lakhs on subscription of General Provident Fund (Central Services) in a Financial Year – instructions regarding


In pursuance to The Gazette of India Notification No. G.S.R., 96, dated 15.06.2022 (copy enclosed) and the letter F.No. 4-13/2019-T.S.-I(Pt.2), dated 23.12.2022 received from the Ministry of Education, New Delhi, the undersigned hereby notifies the implementation of the General Provident Fund (Central Services) Amendment Rules, 2022 with effect from 15th June, 2022 in line with the instructions issued by the Department of Pension & Pensioners’ Welfare vide their Office Memorandum F.No. 3/13/2022-P&PW(F)(8353), dated 02.11.2022 (copy enclosed) and F.No. 3/6/2021-P&PW(F), dated 11.10.2022 (copy enclosed) regarding the ceiling of Rs.5.0 lakhs on subscription of General Provident Fund (Central Services) in a Financial Year.

At the time of implementation of the aforesaid rules, the following aspects are taken into consideration:

(a) In the case of those Government servants, whose GPF subscription during the current financial year (i.e. 2022-23) has already exceeded the threshold limit of Rs.5 lakhs, no further deduction of GPF subscription may be made from their salary in the current financial year. In those cases, the provision regarding minimum monthly subscription of 6% of the emoluments shall be deemed to have been relaxed.

(b) In the case of those Government servants, whose GPF subscription during the current financial year (i.e. 2022-23) has not yet reached/exceeded the threshold limit of Rs.5.0 lakh, further deductions towards GPF subscriptions during the current financial year may be phased out in such a manner that the total subscription during the current financial year does not exceed Rs.5 lakh. In cases where the total contribution is likely to exceed Rs.5 lakh even with minimum monthly subscription of 6% of the emoluments, deduction of GPF subscription from the salary may be stopped as soon as the total contribution in the current financial year reaches Rs.5 lakh. In such cases also, the provision regarding minimum monthly subscription of 6% of the emoluments shall be deemed to have been relaxed.

This is issued with the approval of the Competent Authority.

Registrar

Encl. : As stated above

To
The Deputy Registrar, Accounts - fo18necessary action

P.T.O.
Copy to:

1. All Deans
2. All Heads of the Department/Centre/School/Section/Unit
3. All Chairmen / Chairpersons / Professors-in-Charge
4. Chairman, Hall Management Centre
5. President, Technology Students' Gymkhana
6. Chairman, ERP
7. Chief Vigilance Officer
8. Head, B. C. Roy Technology Hospital
9. Librarian, Central Library
10. All Joint Registrars / Deputy Registrars / Assistant Registrars /
    Executive Officers
11. Deputy Registrar (E-III, Meeting) – for report to the next BoG meeting
12. Chief Engineer/Superintending Engineers/Sr. Executive Engineers/
    Executive Engineers
13. Senior Security Officer
14. Sr. Law Officer
15. Secretary to Director
16. Secretary, Deputy Director's Office
17. Secretary, Registrar's Office
18. Apna IITKGP
19. Office Order File
MEMO

The undersigned is directed to convey that on recommendation of the Senate at its 343rd meeting held on 23.05.2022, the Board of Governors at its 205th meeting held on 10.02.2023 approved the proposal regarding creation of the following Centres of Excellence:

(i) Centre of Excellence in Precision Agriculture and Food Nutrition
(ii) Centre of Excellence in Advanced Transportation
(iii)Centre of Excellence in Affordable Healthcare

Details are given in the Annexure.

This is for information and necessary action please.

Encl: As stated

Registrar &
Secretary, BOG

To
1. Director
2. Registrar

Copy to :
1. Chairman, ERP
2. Joint Registrar (Finance & Accounts)
3. Deputy Registrar (Accounts)
4. Deputy Registrar (Audit)
5. Deputy Registrar (E)
6. Assistant Registrar (E)
7. Secretary to Director
8. Secretary, Deputy Director’s Office
9. Secretary, Registrar’s Office
10. Web Notice Board
BoG: 205-4
MEMO

The undersigned is directed to convey that, the Board of Governors at its 205th meeting held on 10.02.2023 appreciated the efforts made by the Institute for setting up of IIT off shore campus in Malaysia as the mentor. The Board also approved that the necessary Memorandum of Agreement (MOA) be signed between IIT Education Sdn. Bhd, a company incorporated in Malaysia and Indian Institute of Technology Kharagpur to explore the establishment of IIT Malaysia.

This is for information and necessary action please.

Registrar & Secretary, BOG

To
1. Director
2. All Deans
3. Registrar

Copy to:
1. Secretary to Director
2. Secretary, Deputy Director’s Office
3. Secretary, Registrar’s Office
4. Web Notice Board
BoG: 205-5
MEMO

The undersigned is directed to convey that, the Board of Governors at its 205th meeting held on 10.02.2023 approved the constitution of Endowment Advisory Board (EAB) as follows for the purpose of mobilizing donations and contributions from well-wishers, alumni, industry and philanthropy.

<table>
<thead>
<tr>
<th>No.</th>
<th>Name of the Position</th>
<th>Designation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Director</td>
<td>Chairperson (ex-officio)</td>
</tr>
<tr>
<td>2.</td>
<td>Deputy Director</td>
<td>Member (ex-officio)</td>
</tr>
<tr>
<td>3.</td>
<td>Dean, Outreach &amp; Alumni Affairs</td>
<td>Member (ex-officio)</td>
</tr>
<tr>
<td>4.</td>
<td>Associate Dean, Alumni Affairs &amp; Branding</td>
<td>Member (ex-officio)</td>
</tr>
<tr>
<td>5.</td>
<td>Associate Dean, International Relations &amp; Ranking</td>
<td>Member (ex-officio)</td>
</tr>
<tr>
<td>6.</td>
<td>Associate Dean, Outreach (CE&amp;T/IOE)</td>
<td>Member (ex-officio)</td>
</tr>
<tr>
<td>7.</td>
<td>Registrar</td>
<td>Member (ex-officio)</td>
</tr>
<tr>
<td>8.</td>
<td>Dean, Students Affairs</td>
<td>Member (ex-officio)</td>
</tr>
<tr>
<td>9.</td>
<td>Vice-President, TSG</td>
<td>Member (ex-officio)</td>
</tr>
<tr>
<td>10.</td>
<td>President, IIT Foundation, USA</td>
<td>Member (ex-officio)</td>
</tr>
<tr>
<td>11.</td>
<td>President, IIT KGP Foundation, India</td>
<td>Member (ex-officio)</td>
</tr>
</tbody>
</table>

This is for information and necessary action please.

Registrar & Secretary, BOG

To
The Chairperson and
All Members of the Advisory Board

Copy to:
1. Secretary to Director
2. Secretary, Deputy Director’s Office
3. Secretary, Registrar’s Office
4. Web Notice Board
BoG: 205-6
MEMO

The undersigned is directed to convey that, the Board of Governors at its 205th meeting held on 10.02.2023 approved the revision of tariffs for usage of Institute vehicles and also Non-official use of the vehicles by the entitled officials. Details are given in the Annexure.

This is for information and necessary action please.

Encl: As stated

Registrar &
Secretary, BOG

To
1. PIC, Transport & Automobile Section
2. Joint Registrar (Finance & Accounts)
3. Deputy Registrar (Accounts)
4. Deputy Registrar (Audit)
5. Assistant Registrar, E-III

Copy to :
1. All Heads of the Departments/Centres/Schools/Sections/Units
2. Secretary to Director
3. Secretary, Deputy Director’s Office
4. Secretary, Registrar’s Office
5. Web Notice Board
BoG: 205-7
## ANNEXURE

### Charge on Monthly basis

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate (in Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Midnapore</td>
<td>500</td>
</tr>
<tr>
<td>Kharagpur</td>
<td>250</td>
</tr>
<tr>
<td>One way ticket to Midnapore</td>
<td>25</td>
</tr>
<tr>
<td>One way ticket to Kharagpur</td>
<td>15</td>
</tr>
</tbody>
</table>

### Convent Bus

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate (in Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teachers</td>
<td>500</td>
</tr>
<tr>
<td>Children belonging to IIT Community</td>
<td>250</td>
</tr>
<tr>
<td>Teachers &amp; Children (Outsider)</td>
<td>600</td>
</tr>
</tbody>
</table>

### Charge on call (requisition) basis

#### Passenger vehicles

<table>
<thead>
<tr>
<th>Type of Vehicle</th>
<th>Charge Inside Campus</th>
<th>Outside Campus (including Kharagpur city)</th>
<th>Night Halt (in Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus (non AC)</td>
<td>Rs. 2500 (up to 8 hours), beyond 8 hours Rs. 300 per hour</td>
<td>Rs. 2500 (up to 8 hours), beyond 8 hours Rs. 300 per hour</td>
<td>30</td>
</tr>
<tr>
<td>Bus (AC)</td>
<td>Rs. 6000 (up to 8 hours), beyond 8 hours Rs. 400 per hour</td>
<td>Rs. 5000 (up to 8 hours), beyond 8 hours Rs. 400 per hour</td>
<td>35</td>
</tr>
<tr>
<td>Force Tempo Traveller (AC, 17-Seater)</td>
<td>Rs. 1500 (up to 4 hours), beyond 4 hours Rs. 300 per hour</td>
<td>Rs. 2500 (up to 8 hours), beyond 8 hours Rs. 300 per hour</td>
<td>25</td>
</tr>
<tr>
<td>SUV (6-seater &amp; 7-seater)</td>
<td>Rs. 1200 (up to 4 hours), beyond 4 hours Rs. 300 per hour</td>
<td>Rs. 1500 (up to 8 hours), beyond 8 hours Rs. 300 per hour</td>
<td>14</td>
</tr>
<tr>
<td>Car (3-seater)</td>
<td>Rs. 1000 (up to 4 hours), beyond 4 hours Rs. 250 per hour</td>
<td>Rs. 1200 (up to 8 hours), beyond 8 hours Rs. 250 per hour</td>
<td>10</td>
</tr>
</tbody>
</table>

#### Goods/Material Handling vehicles

<table>
<thead>
<tr>
<th>Type of Vehicle</th>
<th>Charge Inside Campus</th>
<th>Outside Campus (including Kharagpur city)</th>
<th>Night Halt (in Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Truck</td>
<td>Rs. 1500 (up to 4 hours), beyond 4 hours Rs. 300 per hour</td>
<td>Rs. 2500 (up to 8 hours), beyond 8 hours Rs. 300 per hour</td>
<td>30</td>
</tr>
<tr>
<td>TATA ACE pickup van</td>
<td>Rs. 800 (up to 4 hours), beyond 4 hours Rs. 250 per hour</td>
<td>Rs. 1200 (up to 8 hours), beyond 8 hours Rs. 250 per hour</td>
<td>08</td>
</tr>
<tr>
<td>Forklift (3 Tons)</td>
<td>Rs. 1000 (up to 2 hours), beyond 2 hours Rs. 500 per hour</td>
<td>No service outside Campus</td>
<td></td>
</tr>
</tbody>
</table>

#### Special purpose vehicle

<table>
<thead>
<tr>
<th>Type of Vehicle</th>
<th>Local duty (in station, within 08 Km)</th>
<th>Outstation</th>
<th>Night Halt (in Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hearse Van</td>
<td>Rs. 800 (up to 3 hours), beyond 3 hours Rs. 250 per hour</td>
<td>Rs. 800 (up to 8 hours), beyond 8 hours Rs. 250 per hour</td>
<td>08</td>
</tr>
</tbody>
</table>

Above all vehicle services are available for official use only. On road toll charges, parking fees, etc. will be paid by the concerned Departments/Sections.

Non-Official use of Staff Car by entitled Officers
The use of staff car for limited non-official purpose by entitled officers is per the OM No. 18(23)/E. Coord-2021, dated 1st Sept. – 2022 or any recent OM of Department of Expenditure, Ministry of Finance. (Copy enclosed.).

139
CIRCULAR

The undersigned is to convey that on recommendation of Committee, the Director has approved the revision of tariffs for usage of Institute Staff Bus Service, Convent Bus Service and services of other Institute Vehicles availed by various Departments/Sections/Units, staff members and others as detailed in the Annexure given overleaf. The revised rate shall be effective from 2nd September 2019.

This is issued with the approval of the Competent Authority.

Encl: As stated above

Copy to:

1. All Deans
2. All Head of the Departments/ Centres / Schools / Sections / Units
3. All Chairmen/ Chairpersons / Professors-in-Charge
4. Chairman, Hall Management Centre
5. PIC, Transport and Automobile Section – for necessary action
6. Chairman, ERP Cell / Head, ACSSC
7. Librarian, Central Library
8. PMO & Head, B.C. Roy Technology Hospital
9. President, Technology Students’ Gymkhana
10. All Wardens / Assistant Wardens, Halls of Residence
11. Joint Registrar/ All Deputy Registrars
12. All Assistant Registrars / Executive Officers
13. All Senior Executive Engineer / Executive Engineers / Engineers
14. Security Officer
15. Secretary to Director
16. Secretary, Deputy Director’s Office
17. Secretary, Registrar’s Office
18. Apna IIT KGP
Ref: Circular No. Estt/Gen/5-13 /Transport Dated September 02, 2019

ANNEXURE

Charge on Monthly basis

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate (in Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Midnapore</td>
<td>410 *</td>
</tr>
<tr>
<td>Kharagpur</td>
<td>200 *</td>
</tr>
<tr>
<td>One way ticket to Midnapore</td>
<td>20</td>
</tr>
<tr>
<td>One way ticket to Kharagpur</td>
<td>10</td>
</tr>
</tbody>
</table>

* Plus 10% annual enhancement of the charge till recovery of actual cost

Charge on call (requisition) basis

Passenger vehicles

<table>
<thead>
<tr>
<th>Type of Vehicle</th>
<th>Charge Inside Campus</th>
<th>Outside Campus (including Kharagpur city)</th>
<th>Night Halt (in Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Base Charge</td>
<td>Rs. per Km</td>
<td></td>
</tr>
<tr>
<td>Bus (non AC)</td>
<td>Rs. 2000 (up to 8 hours), beyond 8 hours Rs. 250 per hour</td>
<td>25</td>
<td>1500</td>
</tr>
<tr>
<td>Bus (AC)</td>
<td>Rs. 5000 (up to 8 hours), beyond 8 hours Rs. 300 per hour</td>
<td>30</td>
<td>1500</td>
</tr>
<tr>
<td>Force Tempo Traveller</td>
<td>Rs. 1200 (up to 4 hours), beyond 4 hours Rs. 250 per hour</td>
<td>20</td>
<td>1000</td>
</tr>
<tr>
<td>(AC, 17-Seater)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SUV (6-seater &amp; 7-seater)</td>
<td>Rs. 1000 (up to 4 hours), beyond 4 hours Rs. 200 per hour</td>
<td>10</td>
<td>500</td>
</tr>
<tr>
<td>Car (5-seater)</td>
<td>Rs. 800 (up to 4 hours), beyond 4 hours Rs. 200 per hour</td>
<td>08</td>
<td>500</td>
</tr>
</tbody>
</table>

Goods/Material Handling vehicles

<table>
<thead>
<tr>
<th>Type of Vehicle</th>
<th>Charge Inside Campus</th>
<th>Outside Campus (including Kharagpur city)</th>
<th>Night Halt (in Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Base Charge</td>
<td>Rs. per Km</td>
<td></td>
</tr>
<tr>
<td>Truck</td>
<td>Rs. 1000 (up to 4 hours), beyond 4 hours Rs. 250 per hour</td>
<td>25</td>
<td>1500</td>
</tr>
<tr>
<td>TATA ACE pickup van</td>
<td>Rs. 600 (up to 4 hours), beyond 4 hours Rs. 200 per hour</td>
<td>05</td>
<td>500</td>
</tr>
<tr>
<td>Forklift (3 Tons)</td>
<td>Rs. 800 (up to 2 hours), beyond 2 hours Rs. 400 per hour</td>
<td>No service outside Campus</td>
<td></td>
</tr>
</tbody>
</table>

Special purpose vehicle

<table>
<thead>
<tr>
<th>Type of Vehicle</th>
<th>Local duty (in station, within 08 Km)</th>
<th>Outstation</th>
<th>Night Halt (in Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hearse Van</td>
<td>Rs. 600 (up to 3 hours), beyond 3 hours Rs. 250 per hour</td>
<td>Rs. 800 (up to 8 hours), beyond 8 hours Rs. 200 per hour</td>
<td>06</td>
</tr>
</tbody>
</table>

Above all vehicle services are available for official use only. On road toll charges, parking fees, etc. will be paid by the concerned Departments / Sections as per the present practice.
Subject: Compendium of instructions for use of staff car in Central Government offices- Regarding

The Department of Expenditure, Ministry of Finance has from time to time issued various instructions on provisions of Staff Cars in Central Government Offices. Many such instructions were issued long back and have become dated. Therefore, the existing instructions have been comprehensively reviewed. Accordingly, this Master OM which consolidates & supersedes all earlier instructions issued on the above matter is hereby circulated for compliance by all Ministries/Departments.

2. This issues with the approval of the Finance Secretary.

(Thanglemlian)
Joint Secretary to the Government of India
Email Id: thanglemlian.ds@nic.in
Telephone: 23095690

To,

1. All Ministries/Departments as per standard mailing list.
2. Financial Advisors of all Ministries/Departments.
3. All Private Secretaries to the Union Ministers
4. NIC for placing a copy on the website.
5. Guard file
## CONTENTS

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Particulars</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td>Scope of application</td>
</tr>
<tr>
<td>B.</td>
<td>Revised and updated provisions</td>
</tr>
<tr>
<td>1.</td>
<td>Modalities for purchase of staff car</td>
</tr>
<tr>
<td>2.</td>
<td>Conditions for use of staff car</td>
</tr>
<tr>
<td>3.</td>
<td>Control of staff cars and responsibilities of Controlling Officers</td>
</tr>
<tr>
<td>4.</td>
<td>Entitlements of staff car</td>
</tr>
<tr>
<td>5.</td>
<td>Non-official use of staff car by the officers of the rank of Secretary to Government of Indian &amp; above</td>
</tr>
<tr>
<td>6.</td>
<td>Economizing expenditure on running cost of staff cars</td>
</tr>
<tr>
<td>7.</td>
<td>Maintenance of Log Books</td>
</tr>
<tr>
<td>8.</td>
<td>Miscellaneous</td>
</tr>
<tr>
<td>C.</td>
<td>Appendix: Earlier Staff Car Orders</td>
</tr>
<tr>
<td>D.</td>
<td>Annexure</td>
</tr>
</tbody>
</table>
A. Scope of Application
Ministries/Departments of Government of India and Attached & Subordinate Offices.

B. Revised and updated provisions
The consolidated and updated provisions on various aspects on the use of Staff Car in Central Governments Offices are as follows:

1. Modalities for purchase of Staff Cars

1.1. Cars upto Net Dealer Price of purchase of Rs. 6,00,000/- (Rupee Six Lakhs), available on GeM only shall be considered for purchase as staff car for official use. Accordingly, the Administrative Secretary in consultation with the Financial Advisor may decide on the model based on parameters including price, availability, ease of maintenance, service facility in the specific location of the office, fuel economy, eco-friendliness, standardization for large scale purchases, etc. GeM may ensure that Net Dealer Price of all the vehicles is listed on the website.

1.2. All purchases for new staff cars by way of an addition to the existing fleet or for purchase in case of opening up of a new office or on account of addition of a new activity to an existing office or against condemnation of an existing staff car, must be made after due and careful consideration based on adequate justification, running and life cycle cost and its impact on the overall expenditure of the office in question and provided adequate budget provision has been catered for. The decision to purchase the staff car in this regard shall be taken at the level of Administrative Secretary of Ministry/Department in consultation with the Financial Advisor. In addition to this, purchase of vehicles other than staff cars for operational need is also allowed.

1.3. All the Ministries/Departments may aim at replacing the petrol and diesel cars hired by Ministries/Departments in their Secretariats and attached offices (located in Delhi) through contractors by electric cars for mobility in Delhi. In cases where existing contracts for hiring of petrol/diesel vehicles have come to an end, Ministries/Departments may consider fresh contract for hiring electric vehicles.

1.4. In regard to the purchase of staff cars for Missions/Posts abroad which are within the sanctioned strength of Missions/Posts abroad and are under the price ceiling of the approved model of flag car and staff car (as per car code issued by MEA), approval of Department of Expenditure is not required. Any deviation from the above and determination of the sanctioned strength of the vehicles including initial purchase will require approval of Department of Expenditure.
2. **Conditions for use of staff car**

2.1. The use of staff cars is to be made for *bona-fide* official purpose. The *bona-fide* official purpose will be determined by the Department of the Central Government. Staff Cars will not be used for official journeys outside headquarters, without the approval of the Competent Authority.

2.2. Duty journeys shall have preference over non duty journeys.

2.3. Central Government officials will not keep at their disposal staff cars belonging to the Government Undertakings or of Quasi Government/Autonomous Organizations/ Public Sector Undertakings except when on tour.

3. **Control of Staff Cars and responsibilities of Controlling Officers:**

3.1. The staff car will be under the administrative control of an officer not below the rank of an Under Secretary who will act as a Controlling Officer in respect of the car.

3.2. The Controlling Officer will be responsible for the proper use, care and maintenance of the car and for regulating its journey generally in accordance with these rules.

3.3. The Controlling Officer shall maintain a Log book, a record of repairs and replacement indicating the cost and the dates on which carried out and of spare parts in the pro forma prescribed as Annexure-I to these rules, a register showing cost of petrol etc., consumed and all incidental receipts and expenditure and an inventory of the equipment.

4. **Entitlement of staff car**

4.1. The following categories of officers, are entitled for availing the facility of staff cars:

   (a) Officers of the rank of Joint Secretary to Government of India and above;

   (b) Heads of Departments, drawing pay in the Senior Administrative Grade and above;

4.2. Such facility will be subject to the condition that the admissible Transport Allowance, which is at present admissible @ Rs. 15, 750 plus DA thereon in terms of this Ministry’s OM No. 21/5/2017-E.II.B dated 07.07.2017, shall not be admissible.

4.3. An entitled officer may be allowed to avail of the facility of staff car during training for journeys from residence to Training Institute/place subject to the following conditions:

   (a) If the officer is still in the sanctioned strength of posts of the Ministry/Department;

   (b) The officer is entitled for staff car facility as per point 4.1 above.

   (c) Training period is treated as on duty;
(d) Place of Training/Training Institute is within the territory of headquarters/place of work;
(e) The officer has not availed of similar facility from the training institute.

5. **Non-official use of Staff Car by entitled officers**

The use of staff car for limited non-official purpose by the entitled officers is allowed upto 500 Kilometres on payment of Rs. 3,000/- (Rupee Three Thousand) per month and also by forgoing the entitled Transport Allowance of Rs. 15,750 + current DA. Further, beyond 500 km usage in a month, an amount of Rs. 24/- will be payable for every additional kilometre.

6. **Economizing expenditure on running cost of staff cars**

6.1. Careful and prudential use of staff cars so as to ensure economy in fuel and lubricant consumption shall be given due priority and all efforts be made to observe economy in expenditure thereon.

6.2. The ceiling for fuel consumption for each staff car is fixed at 250 Litres per month. Payment for over the stipulated limit shall be made only with the approval of Administrative Secretary and the concurrence of Financial Advisor.

6.3. Parking of Government cars in the residence of officers or drivers should be avoided keeping in mind the consumption of dead mileage.

7. **Maintenance of Log Books**

7.1. Entries in Logbooks should be made mandatorily along with the following particulars:

   (a) The mileage at the start and at the completion of their trip (after verifying the milometer).

   (b) Particulars to indicate that the journeys were an official business.

7.2. A Senior Officer preferably of the rank of Joint Secretary in each Ministry should scrutinize the Logbook once a month to ensure that there is no misuse and that all Officers who used the staff cars have made the necessary entries. A certificate to this effect should be recorded in the Logbook by the officer so authorized.

7.3. The Logbook in respect of each staff car should be closed at the end of the month and a summary prepared in the Logbook showing details of duty and non-duty journeys performed during the month (Annexure.II).

7.4. The Logbooks may be preserved as per the period stipulated in the Record Retention Schedule issued by DARPG, revised from time to time.
8. Miscellaneous

8.1. The Ministries/Departments may get their staff car serviced/repairs at the authorized service stations at their discretion. Record of repairs of staff car shall be maintained as per the pro forma at Annexure I.

8.2. Private/Personal vehicles owned by the Government employees shall not be permitted to mention "Government of India" on the vehicle.

8.3. Staff cars hired/owned by GoI should prominently display stickers in the front and at the rear indicating that they are staff cars of a specified Ministry or Department.

8.4. Cases relating to mature condemnation of vehicles shall continue to be dealt as per Delegation of Financial power Rules. Cases relating to pre-mature condemnation of vehicles will require the approval of Department of Expenditure.

8.5. Old and unserviceable staff cars will be disposed of to the best advantage of Government with the provisions of General Financial Rules or any other relevant rules.

8.6. Ministries/Department may make payment of compensation to the victims of road accidents involving motor vehicles including staff cars, owned by the Central Government, in accordance with the provisions contained in the Motor Vehicles Act, 1988, as amended in 2019. Payment of compensation in such cases would, however, not preclude the Government from taking disciplinary action, including recovery of loss incurred by the Government, against the driver of the Government vehicle, if considered necessary. Nor will such payment exempt the drivers from any criminal liability resulting from the accident.
C. Appendix

List of Staff Car Orders consolidated/superseded by this OM

<table>
<thead>
<tr>
<th>S.No</th>
<th>Order No.</th>
<th>Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>3(1)-E.II(A)/69 dt.16.03.1970</td>
<td>Government bicycles could be issued to staff car drivers if the distance between their residence and the garages is not less than 1.6 kms, so that they do not take staff cars home.</td>
</tr>
<tr>
<td>2.</td>
<td>3(12)-E.II(A) dt.22.11.1972</td>
<td>Senior Officer, preferably of the rank of Joint Secretary should scrutinize the Log Book once a month to ensure that there is no misuse.</td>
</tr>
<tr>
<td>3.</td>
<td>3(8)-E.II(A)/63 dt.17.12.1973</td>
<td>Staff cars should carry prominently plates in the front and at the rear indicating that they are staff cars of a specified Ministry or Department. These plates should be fixed in addition to the prescribed number plates.</td>
</tr>
<tr>
<td>4.</td>
<td>3(6)-E.II(A)/74 dt.15.06.74</td>
<td>Rules to be enforced rigorously so that there is no misuse of staff cars. Journeys for purposes of shopping, amusements, parties, pleasure trips etc are not permissible.</td>
</tr>
<tr>
<td>5.</td>
<td>9(6)-E.II(A)/73 dt.20.03.1974</td>
<td>Staff cars-Parking in garage near place of duty. To reduce dead mileage and curbing consumption of petrol.</td>
</tr>
<tr>
<td>6.</td>
<td>3(16)-E.II(A)/84-(1) dt.20.02.1985</td>
<td>Use of official cars by Senior Officers of the Government of India. Officers of the rank of Secretary to the GoI may be allowed the use of official car for private purposes upto 500 kms per month on payment.</td>
</tr>
<tr>
<td>7.</td>
<td>3(16)-E.II(A)/84-(3) dt.21.02.1985</td>
<td>Journey in official car between office and residence shall be treated as duty journeys in the case of Heads of Department of Central Government in the field in the Senior Administrative Grade and above.</td>
</tr>
<tr>
<td>8.</td>
<td>3(15)-E.II(A)/86-(14) dt.03.02.1987</td>
<td>Road mileage be paid to officers attending official meetings at Delhi/New Delhi, in lieu of use of staff car. Staff cars journeys performed in metropolitan cities of Delhi, Mumbai, Kolkata and Chennai should not be permitted except in exceptional circumstances.</td>
</tr>
<tr>
<td>9.</td>
<td>1(42)-E.II(A)/87 Dt. 01.06.1990</td>
<td>Use of staff cars by Senior Officers of GoI, Heads of Departments of Central Governments in the field in the SAG &amp; Above and Chief Executives of Statutory/ABs</td>
</tr>
<tr>
<td>10.</td>
<td>3(3)-E.II(A)/90 dt.24.08.1990</td>
<td>Economy in consumption of petrol/diesel in the cars used by the Ministers. Ceiling of 600l per Quarter in respect of all the cars used by the Ministers and their personal staff.</td>
</tr>
<tr>
<td>11.</td>
<td>3(3)-E.II(A)/90(2) dt.18.01.1991</td>
<td>Economy in consumption of petrol/diesel in Government vehicles including staff cars-Prohibiting use of staff cars and Government vehicles on SUNDAYS. Staff cars of PSUs/ABs to be used only while on tour.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
</tbody>
</table>
| 12. | 20(5)-E.II(A)/93 dt.28.01.1994 | Use of staff cars by Senior officers of the Government in the field in the Senior Administrative Grade and above and Chief Executives of Statutory/Autonomous Bodies. Officers of the rank of Joint Secretary and above who desires to avail of the facility of the use of the staff cars for journeys from residence to office and back shall now pay at the following rates:  
  JS :Rs .100 /pm  
  AS and above :Rs 150/pm |
| 13. | 3(6)/E.II(A)/95 dt. 05.06.1995 | Compensation to third parties in case of accident involving Government vehicles. |
| 14. | 3(3)-E.II(A)/96 dt. 08.07.1996 | Air conditioners may be provided in the staff cars used by officers of the level of Secretary and above, if desired by them |
| 15. | 3(1)-E.II(A)/99 dt.09.02.1999 | Recovery of charges for staff cars used for private purposes by officers of the level of Secretary to the G01 and above. (enhancement of charges initially introduced vide OM dt. 20.02.1985 [Sl. No.6]) |
| 16. | 3(1)/E.II(A)/2009 dt.30.06.2009 | Provision of Air-conditioned Staff Cars to the officers of level of Joint Secretary and equivalent. |
| 17. | 03(1)/E.IIA/2009 dt.06.08.2014 | Purchase of Staff Cars by Ministries/Department. Model of staff cars with Net Dealer Price of upto Rs. 4,75,000/-shall be considered. |
| 18. | 25(7)/E.Cood/20 17dt.22.12.2018 | Switch over from petrol and diesel vehicles to electrical vehicles for hired vehicles in Secretariats/Attached offices of Ministries and Departments of Government of India located in Delhi |
| 19. | 7(1)/E.Cood/201 9dt.17.09.2019 | Lifting of the ban on purchase of new vehicles by Ministries/Departments |
MEMO

The undersigned is directed to convey that, the Board of Governors at its 205th meeting held on 10.02.2023 approved the draft Memorandum of Understanding (MoU) as well as signing of MoU between Indian Institute of Technology Kharagpur and SATHI Foundation IIT Kharagpur (the Section 8 Company). Details are given in the Annexure.

This is for information and necessary action please.

Encl: As stated

Registrar & Secretary, BOG

To

1. Director
2. Deputy Director
3. Registrar

Copy to:
1. Chairman, SATHI Centre
2. Secretary to Director
3. Secretary, Deputy Director’s Office
4. Secretary, Registrar’s Office
5. Web Notice Board
BoG: 205-8
MEMO

The undersigned is directed to convey that, the Board of Governors at its 205th meeting held on 10.02.2023 approved the reconstitution of Advisory Committee of Partha Ghosh Academy of Leadership (PGAL) as follows:

<table>
<thead>
<tr>
<th></th>
<th>Director</th>
<th>IIT Kharagpur</th>
<th>Chairperson (ex-officio)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Dr. Partha S. Ghosh</td>
<td>Founder of PGAL, Ex-Partner of McKinsey &amp; Co.</td>
<td>Permanent Member</td>
</tr>
<tr>
<td>2.</td>
<td>Deputy Director</td>
<td>IIT Kharagpur</td>
<td>Member (ex-officio)</td>
</tr>
<tr>
<td>3.</td>
<td>Dean, Outreach &amp; Alumni Affairs</td>
<td>IIT Kharagpur</td>
<td>Member (ex-officio)</td>
</tr>
<tr>
<td>4.</td>
<td>Mr. R. Gopalakrishnan</td>
<td>Former Executive Director of Tata Sons Ltd.</td>
<td>Member*</td>
</tr>
<tr>
<td>5.</td>
<td>Prof. Sanghamitra Bandhyopadhyay</td>
<td>Director, ISI Kolkata</td>
<td>Member*</td>
</tr>
<tr>
<td>6.</td>
<td>Mr. Puran Dang</td>
<td>Founder &amp; Senior Advisor at Minuteman Group LLC</td>
<td>Member*</td>
</tr>
<tr>
<td>7.</td>
<td>Major General D.N. Khurana, AVSM</td>
<td>Ex. Director General, AIMA</td>
<td>Member*</td>
</tr>
<tr>
<td>8.</td>
<td>Commander V. K. Jaitly</td>
<td>National Coordinator at Youth4Nation</td>
<td>Member*</td>
</tr>
<tr>
<td>9.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10.</td>
<td>Chairperson</td>
<td>Partha Ghosh Academy of Leadership, IIT Kharagpur</td>
<td>Member-Convenor (ex-officio)</td>
</tr>
</tbody>
</table>

*Tenure of members will be 2 years from the date of their appointment.

This is for information and necessary action please.

Registrar &
Secretary, BOG

To
The Chairperson and
All Members of the Committee

Copy to:
1. Secretary to Director
2. Secretary, Deputy Director’s Office
3. Secretary, Registrar’s Office
4. Web Notice Board

BoG: 205-9
MEMO

The undersigned is directed to convey that on recommendation of the Director as Chairman Senate, the Board of Governors at its 205th meeting held on 10.02.2023 approved the following:

a) Introduction of **4-Year Integrated Teacher Education Programme (ITEP)**, a dual-major holistic Bachelor’s degree offering “B.Sc-B.Ed in Physics, Chemistry, Mathematics, Economics and Agriculture” to be offered by the **School of Education** of Indian Institute of Technology Kharagpur.

b) Creation of the “**School of Education**”.

Details are given in the **Annexure**.

This is for information and necessary action please.

**Encl:** As stated

Registrar &
Secretary, BOG

**To**
1. Director
2. Registrar

**Copy to:**
1. Dean, Faculty of Engineering & Architecture (FoE&A)
2. Dean, Faculty of Bio-Technology & Bio-Sciences (BTBS)
3. Dean, Faculty of Sciences (FoS)
4. Chairman, ERP
5. Joint Registrar (Finance & Accounts)
6. Deputy Registrar (Accounts)
7. Deputy Registrar (Audit)
8. Deputy Registrar (E)
9. Assistant Registrar (E)
10. Secretary to Director
11. Secretary, Deputy Director’s Office
12. Secretary, Registrar’s Office
13. Web Notice Board

BoG: 205-20