



मोतीलाल नेहरू राष्ट्रीय प्रौद्योगिकी संस्थान इलाहाबाद
प्रयागराज-211004 [भारत]
Motilal Nehru National Institute of Technology Allahabad
Prayagraj-211004 [India]
Website: <http://www.mnnit.ac.in>

Minutes of the Sixty-eighth [68th] meeting of the Board of Governors held on March 22, 2022 at 03:30 p.m. through online mode [on Google Meet] as well as at Conference Room, Executive Development Centre, MNNIT Allahabad.

Following members of the Board of Governors attended the meeting.

1. **Prof. Rama Shanker Verma** Chairperson
Director,
Motilal Nehru National Institute of Technology Allahabad,
Prayagraj-211004
2. **Ms. Saumya Gupta, IAS** Member
Joint Secretary [NITs]
Department of Higher Education
Ministry of Education, Government of India
Room No. 203, C-Wing
Shastri Bhawan, New Delhi- 110115
[attended online]
3. **Smt. Darshana M Dabral** Member
Joint Secretary and Financial Adviser, Integrated Finance Division,
Ministry of Education, Government of India,
Shastri Bhawan, New Delhi- 110 001
[attended online]
4. **Prof. Neeraj Misra** Member
Professor, Department of Mathematics & Statistics
Indian Institute of Technology, Kanpur, Kanpur 208 016
[nominee of Director, IIT Kanpur]

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| 5. | Prof. Rakesh Narain
Professor, Department of Mechanical Engineering,
Motilal Nehru National Institute of Technology Allahabad,
Prayagraj – 211004 | Member |
| 6. | Shri Rajesh Tripathi
Associate Professor, Department of Computer Science & Engineering
Motilal Nehru National Institute of Technology Allahabad,
Prayagraj – 211004 | Member |
| 7. | Dr. Sarvesh K Tiwari
Registrar
Motilal Nehru National Institute of Technology Allahabad,
Prayagraj – 211004 | Secretary |

The Board of Governors noted the appointment of Prof. Rama Shankar Verma as Director of the Institute and extended a warm welcome on his joining the Institute as Director.

The Board also acknowledged the contribution made by Prof. Rajeev Tripathi during his term as Director, MNNIT Allahabad.

The Chairperson extended a warm welcome to the members and thanked them for taking their time out to attend the meeting.

The Board of Governors deliberated on the agenda items, and agenda item-wise proceedings are as under:

Item No. 68.01 : To confirm the minutes of the Sixty-seventh [67th] meeting of the Board of Governors held on 29.12.2021.

Resolution : The Board of Governors considered the Institute proposal for confirmation of minutes of its Sixty-seventh [67th] meeting held on 29.12.2021 and noted that no comments have been received, from any of the members.

The Board of Governors, considering the above, resolved to confirm the minutes of its Sixty-seventh [67th] meeting held on 29.12.2021.



Item No. 68.02 : To report the action taken on the decisions taken in the Sixty-seventh [67th] meeting of the Board of Governors held on 29.12.2021.

Resolution : The Board of Governors perused the action taken by the Institute on the decisions taken in its Sixty-seventh [67th] meeting of the Board of Governors held on 29.12.2021, as circulated along-with the agenda papers.

The Board of Governors resolved that action taken by the Institute on the decisions taken in its Sixty-seventh [67th] meeting of the Board of Governors, as circulated along-with the agenda papers, be noted and taken on record.

Item No. 68.03 : To note the appointment of Prof. Rama Shanker Verma as the Director of the Institute.

The Board of Governors noted the appointment of Prof. Rama Shankar Verma as Director of the Institute along with the terms and conditions of Contract of Service and, extended a warm welcome on his joining the Institute.

The Board of Governors also noted that Prof. Rama Shankar Verma will be associated with the Department of Biotechnology of the Institute for the purpose of teaching and research.

Item No. 68.04 : Directors' Report.

Resolution : The Director presented the report, and apprised the Board of Governors about the activities and developments in the Institute, since the last meeting of the Board of Governors.

The Board of Governors expressed pleasure over the progress made by the Institute during the period.

The Board resolved that the presentation of the Director may be taken on record.

Item No. 68.05 : [A] To note the decision of the Chairperson, Board of Governors on the request of Dr. Siraj Alam, Associate Professor, Department of Chemical Engineering for attending International Conference in online mode.



[B] To confirm and ratify the decision of the Chairperson, Board of the Governors on the request made by Shri Anshuman Singh Yadav, Junior Assistant, for accepting his resignation from the services of the Institute.

Resolution : [A] The Board of Governors noted the approval accorded by the Chairperson, Board of Governors on 25.02.2022 on the request made by Dr. Siraj Alam, Associate Professor, Department of Chemical Engineering for attending 14th International Symposium on Process Systems Engineering to be held in Kyoto, Japan from 19.06.2022 to 23.06.2022, for oral presentation of his paper titled "Study of Mass Transfer Coefficient of CO₂ Capture in different Solvents using Microchannel: A Comparative Study".

The Board of Governors resolved to note the approval accorded by the Chairperson, Board of Governors, on the above.

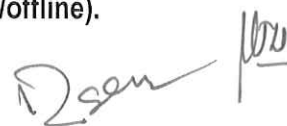
[B] The Board of Governors noted the approval recorded by the Chairperson, Board of Governors dated 01.02.2022, on the request made by Shri Anshuman Singh Yadav, Junior Assistant, for accepting his resignation from the service of the Institute w.e.f. 20.02.2022 [A.N].

The Board of Governors resolved to confirm and ratify the approval accorded by the Chairperson, Board of Governors, on the above.

Item No. 68.06 : To consider the request of following departments of the Institute for organizing the International Conferences in the Institute:

[A] Department of Mechanical Engineering for grant of permission for organizing an International Conference on Innovation in Mechanical and Materials Engineering (IMME-2022) during November 4-6, 2022 in hybrid mode (online/offline).

[B] Department of Electrical Engineering for grant of permission for organizing 5th International Conference on Power, Control & Embedded Systems [5th ICPCES-2023], technically co-sponsored by IEEE during January 06-08, 2023 in hybrid mode (online/offline).



[C] Department of Electronics and Communication Engineering for grant of permission for organizing 1st IEEE- International Conference on Microwave, Antenna and Communication (MAC 2023) during 24-26 March, 2023 in hybrid mode (online/offline).

Resolution : [A] The Board of Governors considered the request of the Department of Mechanical Engineering for grant of permission for organizing an International Conference on Innovation in Mechanical and Materials Engineering (IMME-2022) during November 4-6, 2022 in hybrid mode (online/offline).

The Board was apprised that as per requirement of the Ministry of Education for grant of permission of the Ministry, approval of Board for organizing such conferences is required.

The Board of Governors noted that the proposed International Conference is self-financed and involves no financial implications on the part of the Institute.

The Board of Governors, considering the above, resolved to accept and approve the request of the Department of Mechanical Engineering of the Institute for grant of permission for organizing an International Conference on Innovation in Mechanical and Materials Engineering (IMME-2022) during November 4-6, 2022 in hybrid mode (online/offline).

The proposal will now be submitted to the Ministry of Education for approval.

[B] The Board of Governors considered the request of the Department of Electrical Engineering for grant of permission for organizing 5th International Conference on Power, Control & Embedded Systems [5th ICPCES-2023], technically co-sponsored by IEEE during January 06-08, 2023 in hybrid mode (online/offline).

The Board was apprised that as per requirement of the Ministry of Education for grant of permission of the Ministry, approval of Board for organizing such conferences is required.



The Board of Governors noted that the proposed International Conference is self-financed and involves no financial implications on the part of the Institute.

The Board of Governors, considering the above, resolved to accept and approve the request of the Department of Electrical Engineering for grant of permission for organizing 5th International Conference on Power, Control & Embedded Systems [5th ICPCES-2023], technically co-sponsored by IEEE during January 06-08, 2023 in hybrid mode (online/offline).

The proposal will now be submitted to the Ministry of Education for approval.

- [C] The Board of Governors considered the request of the Department of Electronics and Communication Engineering for grant of permission for organizing 1st IEEE- International Conference on Microwave, Antenna and Communication (MAC 2023) during 24-26 March, 2023 in hybrid mode (online/offline).

The Board was apprised that as per requirement of the Ministry of Education for grant of permission of the Ministry, approval of Board for organizing such conferences is required.

The Board of Governors noted that the proposed International Conference is self-financed and involves no financial implications on the part of the Institute.

The Board of Governors, considering the above, resolved to accept and approve the request of the Department of Electronics and Communication Engineering for grant of permission for organizing 1st IEEE- International Conference on Microwave, Antenna and Communication (MAC 2023) during 24-26 March, 2023 in hybrid mode (online/offline).

The proposal will now be submitted to the Ministry of Education for approval.



Item No. 68.07 : [A] To consider and review the performance of the Institute in terms of the provisions of the Memorandum of Understanding (MoU) executed between the Institute and the Ministry of Education, for the Third [3rd] Quarter of the year 2021-22, i.e., from October, 2021 to December, 2021.

[B] To consider the details and status of the outstanding Audit Paras, Public Grievances and Parliamentary Assurances related to MNNIT Allahabad for the Third [3rd] Quarter for the year 2021-22.

Resolution : [A] The Board of Governors considered the performance of the Institute in terms of the provisions of the Memorandum of Understanding (MoU) executed between the Institute and the Ministry of Education for the Third [3rd] Quarter of the year 2021-22, i.e., from October, 2021 - December, 2021.

The Board of Governors reviewed the performance of the Institute on various parameters as per Annexure-I of the MoU for the above-mentioned period. The Board noted the score and overall rating of the Institute as under:

Period	Consolidated Score	Rating
Third Quarter of 2021-22 [i.e, October, 2021 - December, 2021].	93.24	Excellent

The Board expressed its satisfaction on the performance of the Institute for the said periods.

The Board resolved that the Performance Report of the Institute for the Third [3rd] Quarter for FY 2021-22, along with the recommendations and the comments of the Board shall be sent to Ministry of Education as per clause (H) of the MOU.

[B] The Board of Governors considered the details/status of the Audit Paras, Public Grievances and Parliamentary Assurances related to MNNIT Allahabad for the Third [3rd] Quarter of the year 2021-22, [i.e, October, 2021 - December, 2021] as under:



Sl. No.	Particulars	Received	Disposed	Pending
a.	Audit Paras [Outstanding]	Nil	Nil	Nil
b.	Public Grievances	10	10	Nil
c.	Parliamentary Assurances	Nil	Nil	Nil

The Board appreciated the efforts of the Institute specially for the status of the Audit Paras as stated above.

The Board resolved to note, and take on record the above details.

Item No. 68.08 : To consider the following letters received from the Ministry of Education for adoption/ implementation in the Institute.

[A] Letter F. No. 33-2/2022-TS.III dated 28.01.2022 on the subject "*Standard Operating Procedure (SOPs) for processing cases under section 17A of the prevention of Corruption Act, 1988 - regarding.*"

[B] Letter No. F.35 - 5 / 2018 - TS.III, dated 12.08.2021 on the subject "*Recruitment Rules for Non-Teaching Staff of NITs / IEST -amendment in the RR for the post of Superintending Engineer-regarding*"

Resolution : [A] The Board of Governors considered the letter F. No. 33-2/2022-TS.III dated 28.01.2022 on the subject "*Standard Operating Procedure (SOPs) for processing cases under section 17A of the prevention of Corruption Act, 1988 - regarding.*"

The Board of Governors noted the same, and resolved to adopt the same for implementation in the Institute.

[B] The Board of Governors considered the letter F. No. 35 - 5 / 2018 - TS.III, dated 12.08.2021 on the subject "*Recruitment Rules for Non-Teaching Staff of NITs / IEST - amendment in the RR for the post of Superintending Engineer-regarding*".

The Board of Governors noted the same, and resolved to adopt the same for implementation in the Institute.



Item No. 68.09 : **To consider the delegation of administrative powers to various officers/functionaries of the Institute.**

Resolution : The Board of Governors considered the Institute proposal for delegation of administrative powers to various officers/functionaries of the Institute.

The proposed delegation of administrative powers was explained to the members during the meeting.

The Board of Governors, considering the above resolved to accept and approve the Institute proposal of delegation of administrative powers to various officers/functionaries of the Institute.

A copy of the administrative powers delegated to various officers/functionaries of the Institute, as approved by the Board of Governors, is placed at **ANNEXURE- I**.

Item No. 68.10 : **[A] To note the status of faculty positions lying vacant [especially in SC, ST, OBC and EWS category] in compliance of the Ministry of Education Letter F. No. 33-2/2021-TS.III (Pt.1), dated 25.08.2021 on the subject "Special Drive to fill backlog vacancies on Mission Mode".**

[B] To consider the proposal for issuing Rolling advertisement for faculty positions as well as appointing faculty under INSPIRE Fellowship, Ramalingaswami Fellowship, Wellcome Trust Fellowship and other fellowships from national bodies.

Resolution : **[A]** The Board of Governors noted the current status of faculty recruitment at the level of Assistant Professor in different departments of Institute [Assistant Professor (Grade-II) – Academic Level 10 /11 (on contract) and Assistant Professor (Grade-I) – Academic Level 12] advertised vide advertisement No.06/2019, Dated August 28, 2019 and Advertisement No. 01/2021, Dated February 17, 2021.

The Board also noted that the advertised faculty positions includes the vacancies lying vacant under SC, ST, OBC, and EWS category and also the backlog vacancies under each of the respective categories.



The Board further noted that the said advertisement is more than one year old, and the same could not be completed due to second wave of Covid-19 & other administrative issues.

The Board was apprised that as per the Ministry of Education Letter No. F. No. 9-1/2021-TS.III dated 31.08.2021, the Ministry has directed that the backlog vacancies in respect of SC/ST, OBC and EWS may be filled up immediately and other vacancies may be filled up once consolidated guidelines, as per the CEI Act, 2019, are issued by the Ministry.

The Joint Secretary [NITs], Department of Higher Education and a member of the Board, informed that necessary directions for filling up of vacancies in NITs is being communicated shortly.

The Board, in consideration of the above, resolved to cancel the Advertisement No. 01/2021, dated February 17, 202. The Board advised the Institute to issue a fresh advertisement with the existing vacancies lying vacant under all categories and to complete the recruitment of vacant faculty positions on priority.

- [B] The Board of Governors considered the proposal of the Institute for issuing rolling advertisement for faculty positions as well as appointing faculty under INSPIRE Fellowship, Ramalingaswami Fellowship, Wellcome Trust Fellowship and other fellowships from national bodies.

The Board agreed with the proposal of the Institute for advertising vacant faculty positions through rolling advertisement, and approved the same.

The Board on the proposal of the Institute for appointing faculty under INSPIRE Fellowship, Ramalingaswami Fellowship, Wellcome Trust Fellowship & other fellowships from national bodies, observed that the faculty appointed under fellowship positions are not against the regular sanctioned faculty positions of the Institute and as such the provisions of existing Recruitment Rules is not applicable, on such appointments. Further, there are no financial implications on appointment of such fellows except to the extent of providing infrastructure.





The Board, considering the above, resolved to approve the proposal of the Institute for appointing faculty under INSPIRE Fellowship, Ramalingaswami Fellowship, Wellcome Trust Fellowship and other fellowships from national bodies.

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Item No. 68.12 : To consider the matter of forwarding of applications of faculty members appointed on contract basis.

Resolution : The Board of Governors considered the request of Assistant Professor (Grade-II) appointed on contract basis in Academic Level 10 and Academic Level 11 for forwarding of application / issue of No Objection Certificate for outside employment at the time of Interview, without any limit on number of occasions.

The Board noted that the Section 1 (ii) of the Schedule-D attached to the Statute 24(vii) of the First Statutes of NITs, provides that:



“(ii) Application of a temporary employee should not be withheld unless there are compelling grounds to be recorded and communicated to such temporary employee. Application from a temporary employee, who may have good prospects of being made permanent in due course, should be dealt with on merits”.

However, the First Statutes of NITs do not have any provisions regarding the number of times, on which, the application of employees on contract basis, may be forwarded.

The Board, considering the above, resolved to accept the request made by the Assistant Professors (Grade-II) appointed on contract basis in Academic Level 10 and Academic Level 11 for forwarding of application/ issue of No Objection Certificate at the time of Interview for outside employment, without any limit on number of occasions subject to the condition that they must fulfill all the conditions of their contractual appointment.

Item No. 68.13 : To consider the proposed Annual Calendar for 2022-23 for meetings of the Board of Governors and Finance Committee of the Institute.

Resolution : The Board of Governors considered the following proposed Annual Calendar for the year 2022-23 regarding the meetings of the Board of Governors and the Finance Committee of the Institute.

<i>Quarter of the year</i>	<i>Proposed dates (any date between the given period)</i>
<i>First Quarter</i>	<i>June 10-30, 2022</i>
<i>Second Quarter</i>	<i>August 25, 2022 to September 15, 2022</i>
<i>Third Quarter</i>	<i>November 25, 2022 to December 15, 2022</i>
<i>Fourth Quarter</i>	<i>February 25, 2023 to March 15, 2023</i>

The Board of Governors resolved to approve the proposed annual calendar regarding the meetings of the Finance Committee and Board of Governors for the year 2022-23.

Item No. 68.14 : To note the status/ updates in the matter of redeployment/ adjustment of NTMIS Staffs, in light of the Contempt Petition No. 28 of 2020 at the Hon'ble Central Administrative Tribunal, Allahabad Bench.

Resolution : The Board of Governors noted the status/ updates in the matter of redeployment/ adjustment of NTMIS Staffs, in light of the Contempt Petition No. 28 of 2020 at the Hon'ble Central Administrative Tribunal, Allahabad Bench.

The Board of Governors was apprised that the Hon'ble Central Administrative Tribunal, Allahabad Bench in the Contempt Petition No. 28 of 2020 filed by Shri Manish Singh & others vs. Union of India & others, in its order dated 04.11.2020, 11.01.2021, 19.01.2021, 25.01.2021, 18.02.2021, 03.03.2021, 16.03.2021, 22.03.2021, 08.04.2021, 09.04.2021, 24.04.2021, 13.07.2021, 12.08.2021, 01.09.2021, 26.10.2021, 18.11.2021, 07.12.2021, 21.12.2021, 11.01.2022, 19.01.2022, 08.02.2022 and 02.03.2022 has adjourned the case. Further, the case was listed on 10.03.2021 but the case could not be taken up so far. The next date of hearing on the case is on 29.03.2022.

The Board considering the above resolved to wait for the decision of the Hon'ble Central Administrative Tribunal, Allahabad Bench in the Contempt Petition No. 28 of 2020 filed by Shri Manish Singh & others vs. Union of India & others.

Item No. 68.15 : [A] To note the minutes of the Sixty-third [63rd] meeting of the Finance Committee scheduled to be held on 22.03.2022.

[B] To consider the following recommendations of the Sixty-third [63rd] meeting of the Finance Committee scheduled to be held on 22.03.2022 for approval on:

[I] To consider the following letters received from the Ministry of Education for adoption/ implementation in the Institute

[a] Letter F. No. 33-4/2022-TS.III, dated 28.01.2022 from the Ministry of Education, on the subject "Extension of benefits of Retirement Gratuity and Death Gratuity to the employees of Autonomous Bodies/ Organizations covered under NPS – regarding".



[b] Letter F. No.33-4/2022-TS.III, dated 25.02.2022 from the Ministry of Education, on the subject "Modification of instructions regarding Booking in Air Tickets on Government Account - regarding".

[II] The delegation of financial powers to various officers/functionaries of the Institute.

Resolution : [A] The Board of Governors considered the minutes of the Sixty-third [63rd] meeting of the Finance Committee held on 22.03.2022.

A copy of the minutes of the Sixty-third [63rd] meeting of the Finance Committee is at ANNEXURE- II.

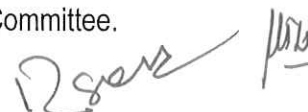
The Board of Governors resolved to note and take on record the minutes of the Sixty-third [63rd] meeting of the Finance Committee held on 22.03.2022.

[B] [I] [a] The Board of Governors noted the recommendations of the Sixty - third [63rd] Finance Committee vide resolution on item No. 63.03 [A] for adoption and implementation of the letter F. No. 33-4/2022-TS.III, dated 28.01.2022 from the Ministry of Education, on the subject "*Extension of benefits of Retirement Gratuity and Death Gratuity to the employees of Autonomous Bodies/ Organizations covered under NPS –regarding*", in the Institute.

The Board resolved to accept and approve the above recommendations of the Finance Committee.

[b] The Board of Governors noted the recommendations of the Sixty - third [63rd] Finance Committee vide resolution on item No. 63.03 [B] for adoption and implementation of the letter F.No.33-4/2022-TS.III, dated 25.02.2022 from the Ministry of Education, on the subject "*Modification of instructions regarding Booking in Air Tickets on Government Account - regarding*", in the Institute.

The Board resolved to accept and approve the above recommendations of the Finance Committee.



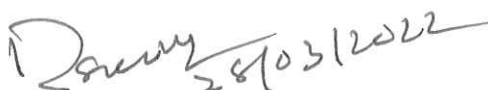
- [II] The Board of Governors noted the recommendations of the Sixty-third [63rd] Finance Committee vide resolution on item No. 63.04 for approval on the delegation of financial powers to various officers/functionaries of the Institute.

The Board resolved to approve the above recommendations of the Finance Committee in the matter.

The meeting ended with thanks to the Chair.


28/03/22
[Sarvesh K. Tiwari]
Registrar/ Secretary

✓
Approved


28/03/2022
[Rama Shanker Verma]
Chairperson & Director, Board of
Governors MNNIT Allahabad

Delegation of Administrative Powers



मोतीलाल नेहरू राष्ट्रीय प्रौद्योगिकी संस्थान इलाहाबाद
Motilal Nehru National Institute of Technology Allahabad
प्रयागराज/Prayagraj – 211 004

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Delegation of Administrative Powers to various Officers / Functionaries

Abbreviations:

Dean (Academic)	-	Dean of Academic
Dean (SW)	-	Dean of Student Welfare
Dean (FW)	-	Dean of Faculty Welfare
Dean (RG & IA)	-	Dean of Resource Generation & International Affairs
Dean (R & C)	-	Dean of Research and Consultancy
Dean (P & D)	-	Dean of Planning & Development

Definitions:

1. "**Appropriation**" means the assignment to meet specified expenditure of funds included in a primary unit of appropriation;
2. "**Contingent Expenditure**" means all incidental and other expenditure including expenditure on stores which is incurred for the management of an office, for the working of technical establishment such as a laboratory, workshop, office expenses and the like but does not include any expenditure, which has been specifically classified as falling under some other Head of expenditure, such as "Works" etc.
3. (a) "**Academic Staff**" means Professor, Associate Professor, Assistant Professor (Regular as well as Contract) and other Academic staff as defined in the Statute 22 (1)(i) of First Statute of NITs.
(b) "**Non-Academic Staff**" means Registrar, Deputy Registrar, Assistant Registrar and other staff defined in the Statute 22 (1) (ii) & (iii) of First Statute of NITs.
4. "**Financial Year**" means the year beginning on the 1st of April and ending on the 31st of March of the following year;
5. "**Government**" means the Central Government;
6. "**Institute**" means the Motilal Nehru National Institute of Technology Allahabad, Prayagraj;
7. "**Miscellaneous expenditure**" means all expenditure other than expenditure falling under the category of pay and allowances of Government servants, leave salary, pensions, contingencies, grant-in-aid, contributions, works, tools, plant and the likes;
8. "**Non-recurring expenditure**" means expenditure other than recurring expenditure;





9. **"Re-appropriation"** means the transfer of funds from one primary unit of Appropriation to another such unit,
10. **"Recurring expenditure"** means the expenditure which is incurred at periodical intervals for the same purpose. Expenditure other than recurring expenditure are non-recurring expenditure;

General Principle of Delegation of Powers:

- i. Delegation of power shall be exercised strictly as per Act and Statutes, Government of India rules, norms and procedures as applicable to the Institute under rule.
- ii. Unless otherwise provided, all delegations are on per occasion basis,
- iii. In financial matters, splitting of work orders, purchase orders, etc. should not be done to avoid seeking approval of the higher officers.
- iv. Competent Authority [Finance Committee / Board of Governors / Director] of the Institute may impose conditions or withdraw any of powers delegated to officers in this Delegation of powers. The Competent Authority shall have overriding authority to exercise full powers in all matter.
- v. Delegated powers cannot be delegated further.
- vi. Delegation of powers can only be made to incumbent functionaries and is not applicable to temporary In-charges;
- vii. While discharging the delegation of powers provided in this document, if any conflict exists, the interpretation in terms of NITSER Act / Statutes shall prevails.
- viii. In case of any conflict in understanding of the delegations of powers as detailed in this document, the interpretation of the Finance Committee / Board of Governors / Director shall be final.
- ix. In case any position to whom powers have been delegated is vacant / not filled, the powers is to be exercised by the next higher officer/ functionary.
- x. Whenever the powers are delegated to more than one Officer, the file to the higher levels shall be routed through proper channel.
- xi. Any escalation within the limit of delegated power will be with respective officer/ functionary. Further, escalation beyond the limit of delegated power will go to respective higher authority.



Sl. No.	Description	Competent Authority & Extent of powers delegated
1.	Appointment/Promotions	Board of Governors / : As per NITSER Act Director
2.	Disciplinary Authority	Board of Governors / : As per NITSER Act Director
3.	a. Deputation for Study or Training within India /Official works/ Attending seminar, workshops / Travel under CPDA / Approval for Travel (within India)	Director : Full Powers* Dy. Director : Academic Staff [Dean (FW), in absence of Dy. Director] Registrar : All Non-Academic Staff (Group A, B & C Staff)
	b. Deputation for Study or Training outside India /Official works/ Attending seminar / Workshops / Travel under CPDA / Approval for Travel (outside India)	Chairperson, Board of Governors : As per Statute 14(ii) of Principal Statues.
4.	Assignment of additional responsibilities	Director : Full Powers
5.	(i) Leave Approval: (EL, Commuted Leave, Leave not due, LWP, SCL & EI Encashment on superannuation)	Director : Dy. Director, all Deans, all HoDs and Registrar
		Dy. Director : All Academic Staff [Dean (FW), in absence of Dy. Director]
		Registrar : All Non-Academic staff, (Group A, B & C)
	(ii) Extra Ordinary Leave	Director : All Academic Staff & Non-Academic Staff (Group A) Dy. Director : All Group B & C staff [Registrar, in absence of Dy. Director]

12/2/20

10/12

Sl. No.	Description	Competent Authority & Extent of powers delegated	
	(iii) Casual Leave	Director	: Dy. Director, all Deans, all HoDs and Registrar
		HoDs/ Deans/ Section In-Charges	: All Academic Staff / Staff of the department of the Section Concerned
		Registrar	: All Dy. Registrars / Assistant Registrars of concerned section
6.	(a) Forwarding of Application / Issue of No Objection Certificate (for employment within India)	Deputy Director [Dean (FW), in absence of Dy. Director]	: All Academic Staff
		Registrar	: All Non-Academic Staff (Registrar to submit monthly report to the Director)
	(b) Forwarding of Application / Issue of No Objection Certificate (for employment outside India)	Board of Governors	: As per Statutes of NITs
7.	NOC for Passport	Registrar	: All Academic Staff and Non-Academic Staff (Group A, B & C)
8.	Consultancy / Project related Travel / Funded internship related travels	Dean (R&C)	: All faculty, Students Research staff for research & consultancy activities (subject to availability of funds under the relevant budget head of the concerned)
9.	Sanction/approval of LTC	Registrar	: All Academic Staff and Non-Academic Staff (Group A, B & C)
10.	Sanction / permission for usage of CPDA	Director	: Full Powers* (except International Travel)
		Deputy Director	: Sanction of expenses out of CPDA except travel
		Dean (F/W)	: Sanction of expenses upto ₹ 25,000/- out of CPDA except

Sl. No.	Description	Competent Authority & Extent of powers delegated
		travel
11.	Sanction of Lien & acceptance of Technical Resignation	Board of Governors / Director : As per Acts & Statutes
12.	Annual Increments	Director : All Academic Staff & Non-Academic Staff (Group A)
		Registrar : All Non-Academic Staff (Group B & C)
13.	Transfer from one department / section/ to another department / section	Director : Full Powers*
	Engaging ad-hoc or contractual manpower against vacancy or funded projects	
	Appointment / Resignation / Extension of tenure of Temporary Faculty, etc	
14.	Re-employment of Academic & Non-Academic Staff	Director : Full Powers*
15.	Approval of accommodation on Rent (as per approved policy)	Director : Full Powers*
16.	Allocation of Quarters	
	(i) Allocation of staff quarters	Director : Full Powers*
	(ii) Temporary allocation of building or quarters (as per approved policy)	Director : Full Powers*
17.	Signing of MoU between Institution / organization for mutual cooperation	Director : With International Organizations Dean (R&C) : With National Organizations
	Project based MoU	Dean (R&C) : Full Powers*
18.	Permission for pursuance of Higher Studies (such as	Director : All Academic Staff & Non-Academic Staff (Group A)

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Sl. No.	Description	Competent Authority & Extent of powers delegated	
	correspondence/ distance/ part-time mode).	Registrar	: All Non-Academic Staff (Group B & C)
19.	Pay fixation on appointment / MACP / DPC	Director	: All Academic Staff
		Registrar	: All Non-Academic Staff
20.	Sanction of HRA to the employees	Registrar	: All Staff (Academic & Non-Academic)
21.	Declaration of Holidays	Director	: Full Powers*
22.	Issue of show cause notice for unauthorised absence	Director	: All Academic Staff & Non-Academic Staff (Group A)
		Registrar	: All Non-Academic Staff (Group B & C)
23.	Approval for dependent for Medical, LTC, etc.	Registrar	: All Staff (Academic & Non-Academic)
24.	Acceptance on Joining on first appointment	Registrar	: All Staff (Academic & Non-Academic)
25.	(a) Acceptance of home town on first appointment for the purpose of LTC	Registrar	: All Staff (Academic & Non-Academic)
	(b) Change of home town for the purpose of LTC	Director	: Full Powers*
Full Power* - Power to sanction / approve, review and make exceptions.			

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मोतीलाल नेहरू राष्ट्रीय प्रौद्योगिकी संस्थान इलाहाबाद
प्रयागराज -211004 [भारत]
Motilal Nehru National Institute of Technology Allahabad
Prayagraj-211004 [India]
Website: <http://www.mnnit.ac.in>

Minutes of the Sixty-third [63rd] meeting of the Finance Committee held on March 22, 2022 at 02:30 p.m. through online mode [on Google Meet] as well as at Conference Room, Executive Development Centre, MNNIT Allahabad.

Following members of the Finance Committee attended the meeting -

1. **Prof. Rama Shanker Verma,** Chairman
Director,
Motilal Nehru National Institute of Technology Allahabad,
Prayagraj-211004
2. **Ms. Saumya Gupta, IAS** Member
Joint Secretary [NITs]
Department of Higher Education
Ministry of Education, Government of India
Room No. 203, C-Wing
Shastri Bhawan, New Delhi- 110115
[attended online]
3. **Prof. Neeraj Misra** Member
Professor, Department of Mathematics & Statistics,
Indian Institute of Technology, Kanpur,
Kanpur 208 016. [Nominee of Director, IIT Kanpur]
4. **Prof. Rakesh Narain** Member
Professor, Department of Mechanical Engineering,
Motilal Nehru National Institute of Technology Allahabad,
Prayagraj – 211004.

5. **Dr. Sarvesh K Tiwari** Member Secretary
Registrar,
Motilal Nehru National Institute of Technology Allahabad,
Prayagraj – 211004.

The following member of the Finance Committee, was granted leave of absence, who could not attend the meeting due to her pre-occupation:

1. **Smt. Darshana M Dabral** Member
Joint Secretary & Financial Advisor
Integrated Finance Division,
Ministry of Education,
Government of India, Shastri Bhawan, New Delhi – 110001
[attended online]

The Finance Committee noted the appointment of Prof. Rama Shankar Verma as Director of the Institute and extended a warm welcome on his joining the Institute as Director.

The Finance Committee also acknowledged the contribution made by Prof. Rajeev Tripathi during his term as Director, MNNIT Allahabad.



The Chairman extended a warm welcome to the members and thanked them for taking their time out to attend the meeting.

The Finance Committee deliberated on the agenda items, and agenda item-wise proceedings are as under:

Item No. 63.01 : To confirm the minutes of the Sixty-second [62nd] meeting of the Finance Committee held on 29.12.2021.

Resolution : The Finance Committee considered the Institute proposal for confirmation of the minutes of its Sixty-second [62nd] meeting held on 29.12.2021, and noted that no comments have been received from any of the members.

The Finance Committee, considering the above, resolved to confirm the minutes of its Sixty-second [62nd] meeting held on 29.12.2021.

Item No. 63.02 : To report the action taken on the decisions taken in the Sixty-second [62nd] meeting of the Finance Committee held on 29.12.2021.

Resolution : The Finance Committee perused the action taken by the Institute on the decisions taken in its Sixty-second [62nd] meeting held on 29.12.2021, as circulated along with the agenda papers.

The Finance Committee resolved that action taken by the Institute on the decisions taken in its Sixty-second [62nd] meeting be noted, and taken on record.

Item No. 63.03 : To consider the following letters received from the Ministry of Education for adoption/ implementation in the Institute.

[A] Letter F.No. 33-4/2022-TS.III, dated 28.01.2022 from the Ministry of Education, on the subject "*Extension of benefits of Retirement Gratuity and Death Gratuity to the employees of Autonomous Bodies/ Organizations covered under NPS –regarding*".

[B] Letter F.No.33-4/2022-TS.III, dated 25.02.2022 from the Ministry of Education, on the subject "*Modification of instructions regarding Booking in Air Tickets on Government Account - regarding*".

Resolution : [A] The Finance Committee considered the letter F.No. 33-4/2022-TS.III, dated 28.01.2022 from the Ministry of Education, on the subject "*Extension of benefits of Retirement Gratuity and Death Gratuity to the employees of Autonomous Bodies/ Organizations covered under NPS –regarding*".

The Finance Committee noted the same and resolved to recommend the same to the Board of Governors for adoption and implementation in the Institute.

[B] The Finance Committee considered the letter F.No.33-4/2022-TS.III, dated 25.02.2022 from the Ministry of Education, on the subject "*Modification of instructions regarding Booking in Air Tickets on Government Account - regarding*".

The Finance Committee noted the same and resolved to recommend the

same to the Board of Governors for adoption and implementation in the Institute.

Item No. 63.04 To consider the delegation of financial powers to various officers/functionaries of the Institute.

Resolution : The Finance Committee considered the Institute proposal for delegation of financial powers to various officers/functionaries of the Institute.


The Finance Committee was apprised of the comparison of the existing and the proposed delegation of financial powers to various officers/functionaries of the Institute [ANNEXURE- I].

The Finance Committee, considering the above resolved to accept the Institute proposal and recommended the same to the Board of Governors for approval.

A copy of the of financial powers delegated to various officers/functionaries of the Institute as accepted by the Finance Committee and recommended to the Board of Governors is at ANNEXURE- II.

Considering the importance and urgency, the Finance Committee resolved to request the Board of Governors to consider the above recommendations of the Finance Committee in its very next meeting.

The meeting ended with thanks to the Chair.


28/03/2022

[Sarvesh K. Tiwari]
Registrar/ Member Secretary

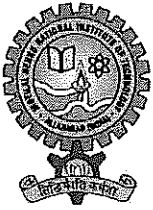
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28/03/2022

[Rama Shanker Verma]
Chairman, Finance Committee &
Director, MNNIT Allahabad

Delegation of Financial Powers

Comparative Statement of Existing and Proposed Delegation



मोतीलाल नेहरू राष्ट्रीय प्रौद्योगिकी संस्थान इलाहाबाद

Motilal Nehru National Institute of Technology Allahabad

प्रयागराज/Prayagraj-211 004

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Sl. No.	Particulars	Competent Authority & Extent of Powers delegated		Remarks
		Existing	Proposed	
1.	(a) Approval of Pension Payment Orders / DCRG / GPF / CPF (final Payment) & other retirement benefits	Director: Full Powers	Director : Full Powers	No change
	(b) Payment of Monthly Pension	Director: Full Powers	Director : Full Powers	No Change
	(c) Restoration of commuted Pension / Sanction of additional Pension on completion of 80, 85, 90, 100 years etc.	Director: Full Powers	Registrar : All cases	Proposed to delegate to Registrar
2.	Salary (Regular, Contractual staff)/ Payment of Manpower wages, Wages of Security Personnel, Temporary Faculty etc.	Director: Full Powers	Director : Full Powers	No change
		Director: Full Powers	Dy. : Above ₹ 5.00 lakh Director : to ₹ 10.00 lakh	Proposed to delegate to Dy. Director for amount between ₹ 5.00 lakhs to ₹ 10.00 Lakhs
		Director: Full Powers	Registrar : upto ₹ 5.00 lakh	Proposed to delegate to Registrar for amount upto ₹ 5.00 lakhs
3.	Payment of Stipend / Fellowship	Director : Full Powers	Director : Full Powers	No change
		Director : Full Powers	Dy. : Above ₹ 5.00 lakh Director : to ₹ 10.00 lakh	Proposed to delegate to Dy. Director for amount between ₹ 5.00 lakhs to ₹ 10.00 Lakhs
		Director : Full Powers	Registrar : upto ₹ 5.00 lakh	Proposed to

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				delegate to Registrar for amount upto amount ₹ 5.00 lakhs
4.	GPF / CPF (Advance and Withdrawal)	Director: Full Powers	Director : Full Powers	No change
5.	NPS withdrawal (All related issues) & final payment	Director: Full Powers	Director : Full Powers	No Change
6.	Payment of Personal Claims [Telephone Reimbursement, Children Education Allowance, Medical Reimbursement, TA/CPDA claims and other bills related to personal claims.]	Director: Full Powers	Director : Full Powers	No change
		Director: Full Powers	Dy. Director : Above ₹ 25,000/- to ₹ 1.00 lakh	Proposed to delegate to Dy. Director for amount between ₹ 25000/- to ₹ 1.00 Lakhs
		Director: Full Powers	Registrar : upto ₹ 25,000/-	Proposed to delegate to Registrar for amount upto ₹ 25000/-
7.	Leave Travel Concession (LTC)			
(a) Sanction of LTC advance & Passing of LTC bills / settlement of LTC advance	Director: Full Powers	Director : Full Powers	No change	
	Director: Full Powers	Dy. Director : Above ₹ 1.00 lakh to ₹ 2.50 lakh	Proposed to delegate to Dy. Director for amount between ₹ 1.00 Lakh to ₹ 2.50 Lakhs	
	Director: Full Powers	Registrar : upto ₹ 1.00 lakh	Proposed to delegate to Registrar for amount upto ₹ 1.00 Lakh	
8.	Temporary Advance			
(a) Sanction of Temporary	Director: Full Powers	Director : Full Powers	No change	

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	Advance			
	(b) Settlement of Temporary Advance	Director: Full Powers	Director : Full Powers	No change
		Director: Full Powers	Dy. : Above ₹ 1.00 lakh Director : to ₹ 5.00 lakh	Proposed to delegate to Dy. Director for amount between ₹ 1.00 Lakh to ₹ 5.00 Lakhs
		Director: Full Powers	Registrar : upto ₹ 1.00 lakh	Proposed to delegate to Registrar for amount upto ₹ 1.00 Lakh
9.	Other expenses under OH-31 [Bills related to all other misc expenditures not covered under any other head].			
	(a) Power of sanction	Director: Full Powers	Director : Full Powers	No change
	(b) Passing of payment vouchers	Director: Full Powers	Director : Full Powers	No change
10.	Augmentation of Academic & Physical Infrastructure and Civil & Electrical Maintenance Works (RBS & RES).			
	(a) Power of Sanction (Grant of Administrative Approval & Expenditure Sanction)	Board of Governors: Full Powers (on the recommendation of Finance Committee and Building & Works Committee)	Board of : Full Powers (on the recommendation of Finance Committee and Building & Works Committee)	No change
		Building and Works Committee: upto ₹ 30 lakh	Building : Upto ₹ 30 lakh and Works Committee	No change
		Director: Full powers upto ₹ 5.00 lakh	Director : upto ₹ 5.00 lakh Dean : upto ₹ 25,000/- (P&D)	No change Proposed to delegate to Dean (P&D) for amount upto ₹ 25,000/-
	(b) Issue of AA/ES & Work order	Registrar	Registrar : On approval of the Finance Committee / Board of	No change

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			Governors	
	Registrar & Sr. Executive Engineer	Superintending Engineer & AR (Admin-IV) [Senior Executive Engineer, in absence of Superintending Engineer]	upto ₹ 5.00 lakh as per the sanction of the Director / Dean (P&D). Note: Files to be routed through Registrar.	Proposed to allow Suptd. Engineer & AR to issue AA&ES/Work Orders upto ₹ 5.00 lakhs as per approval of the Director/Dean.
11.	User Charges/ Institute Fees/ Expenditure chargeable to fee other than tuition fee / Refund			
	(a) Approval	Director: Full powers	Director : Full Powers	No change
			Dy. Director : upto ₹ 2.50 lakh	Proposed to delegate to Dy. Director for amount upto ₹ 2.50 Lakh
			Registrar : upto ₹ 50,000/-	Proposed to delegate to Registrar for amount upto ₹ 50,000/-
	(b) Processing of Payment	Director: Full powers	Director : Full Powers	No change
12.	Procurement of Equipment, Furniture, General Utility Items/ Services etc. of both recurring and non-recurring nature.			
	(a) Approval of Indent (for AA/ES for Procurement)	Board of Governors: for amount above ₹ 1.00 crores	Board of Governors : Full Powers above ₹ 1.00 Crore on the recommendations of Finance Committee.	No change

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		Director: Full powers subject to approved budget allocation for the purpose	Director : Full Powers upto ₹ 1.00 Crore	No change
			Dy. Director : upto ₹ 2.50 lakh	Proposed to delegate to Dy. Director for amount upto ₹ 2.50 Lakh
		Registrar: upto ₹ 25000/-	Registrar : upto ₹ 25,000/- [For Administrative Sections, other sections such as SAC, Health Centre, Library and all other sections for which Financial powers are not delegated to Deans / HoDs]	No change
		Dean (P&D): upto ₹ 25000 (for his own office)	For Civil / Electrical Works & Maintenance including horticulture Dean : upto ₹ 25,000/- (P&D) Superintending Engineer : upto ₹ 10,000/- (within the limit of sanctioned budget for the respective Section) <i>(Sr. Executive Engineer in absence of Superintending Engineer)</i>	No change Proposed to delegate to Suptd. Engineer upto ₹ 10,000/- for items pertaining to Civil & Electrical Maintenance Section
		HoDs: upto ₹ 50,000/- for items	HoDs : upto ₹ 50,000/-	Proposed to

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	of recurring nature only	[For their respective Academic Departments /GIS Cell / SMS]	[within the limit of sanctioned budget for the respective Academic Departments]	delegate powers to HoDs for amount up to ₹ 50,000/- for items of both recurring and non-recurring nature.
	Dean (Academic)/Dean (R&C)/Dean (SW): upto ₹ 25,000/- (for their sections and from their respective accounts)	For Dean (Academic) / Dean (R&C)/ Dean (SW) (for their respective offices within their sanctioned budget from their respective accounts)	upto ₹ 25,000/-	No change
	Dean(FW)/Dean (RG&IA): upto ₹ 25,000/-	For Other Deans [Dean (FW) / Dean (RGIA)]	upto ₹ 25,000/- (for their respective offices within their sanctioned budget)	No change
[b] Approval for Placing of Purchase Order (PO) / Re-issue of Purchase Order due to non-acceptance by the Seller / Consignment Rejection	Director: Full powers	Director	: Full powers	No change
		Dy. Director	: Above ₹50,000/- to ₹ 2.50 lakh	Proposed to delegate to Dy. Director for amount between ₹ 50,000/- to ₹ 2.50 Lakhs

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		Registrar/ : All cases, upto Deans amount for which [Dean powers are (FW) / delegated and Dean Purchase Order to (RGIA)] be issued by the [For Assistant Registrar Administrative dealing with the Sections Institute purchase. including SAC, Health Centre and all other sections which are not delegated to Deans / HoDs)]	Proposed to delegate to Registrar/respec tive Deans for amount upto ₹ 25,000/-.
		Dean : All cases, upto (P&D) [For amount for which Civil / powers are Electrical delegated and Engineerin Purchase Order to g & Works be issued by the Maintenan Dean (P&D). ce]	Proposed to delegate to Dean (P&D) for amount upto ₹ 25,000/-.
		HoDs [For : All cases upto the Departmen amount for which / Centre/ powers have been Cell] delegated and Purchase Order to be issued by the respective HoDs.	Proposed to delegate to HoDs for amount upto ₹ 50,000/-.
		Dean : All cases upto the (Academic) amount for which / Dean powers have been (R&C)/ delegated and Dean (SW) Purchase Order to be issued by the respective Deans.	Proposed to delegate to respective Deans for amount upto ₹ 25,000/-.

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(c) Delivery Period Extension request of the vendor without the imposition of LD.	Director: Full powers	Director : Full Powers	No change
(d) Delivery Period Extension request of the vendor with the imposition of LD.	Director: Full powers	Director : Full Powers	No change
		Dy. Director : upto ₹ 2.50 lakh	Proposed to delegate to Dy. Director for amount upto ₹ 2.50 Lakhs.
		Registrar : upto ₹ 25,000/-	Proposed to delegate to Registrar for amount upto ₹ 25,000/-.
		HoDs : upto ₹ 50,000/- [Within the limit of sanctioned budget for the respective Academic Departments]	Proposed to delegate to HoDs for amount upto ₹ 50,000/-.
		For Dean (Academic) / Dean (R&C)/ Dean (SW) : upto ₹ 25,000/-	Proposed to delegate to respective Deans for amount upto ₹ 25,000/-.
(e) Return of EMD / Bid Security	Director: Full powers	Registrar : All cases	Proposed to delegate to Registrar in all cases.
(f) Return of Performance Security	Director: Full powers	Director : Full powers	No change
		Registrar : upto ₹ 5.00 lakh	Proposed to delegate to Registrar for amount upto

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				₹ 5.00 Lakhs.
			Deputy Registrar : upto ₹ 50,000/-	Proposed to delegate to Dy. Reg. for amount upto ₹ 50,000/-
			Asst. Registrar : upto ₹ 25,000/-	Proposed to delegate to Asst. Reg. for amount upto ₹ 25,000/-
	(i) Bid Cancellation / Re-Tendering	Director: Full powers	Director : Full Powers	No change
13.	Extension of Period of service agreement / contract	Director: Full powers	Director : Full Powers	No change
14.	Library [Books, Journals, e-books, e-journals]	Director: Full powers	Director : Full powers [within budget sanctioned by Finance Committee / Board of Governors]	No change
15.	Processing of Payments and Signing of payments Instruments			
	(a) Processing of Payments	Director: Full powers	Director : Full powers	No change
	(b) Signing of payments Instruments (Cheque/Online payment advice)	Director & Registrar both: for amount above ₹ 2.50 Lakhs (Cheques/Online payment advice)	Director & Registrar both : Above ₹ 5.00 lakhs	Proposed to modify existing limit from above ₹ 2.50 Lakhs to ₹ 5.00 Lakhs
			Dy. Director & Registrar both : Above ₹ 2.50 lakhs	Proposed to delegate to Dy. Director & Registrar for amount above ₹ 2.50 Lakhs.
		Registrar : up to ₹ 2.50 Lakhs	Registrar : upto ₹ 2.50 lakhs	No change

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		Director & respective Dean: above ₹ 25,000/-	Director & Dean [For Dean (Academic) / Dean (R&C)/ Dean (SW)] (For their respective sections & accounts)	: Above ₹ 1.00 lakh	Proposed to modify existing limit from ₹ 25,000/ to ₹ 1.00 Lakh
		Deans (for their respective Accounts): ₹ 25000/-	Dean (Academic) / Dean (R&C)/ Dean (SW)] (For their respective sections & accounts)	: upto ₹ 1.00 lakh (subject to approval of payment Voucher by Director above ₹ 50,000/-)	Proposed to modify existing limit from ₹ 25,000/- to ₹ 1.00 Lakh
16.	(a) Write Off	Finance Committee/Board of Governors: above ₹ 25,000/-	Finance Committee/ Board of Governors	: Above ₹ 25,000/-	No change
		Director: upto ₹ 25,000/-	Director	: upto ₹ 25,000/-	No change
	(b) Auction of Write off materials	Director : Full Powers subject to approval for Write off by respective authority.	Director	: Full Powers subject to approval for Write off by respective authority.	No change
	(c) Irrecoverable losses	Finance Committee/ Board of Governors: above ₹ 10,000/-	Finance Committee/ Board of Governors	: Above ₹ 10,000/-	No change
Director: upto ₹ 10,000/-		Director	: upto ₹ 10,000/-	No change	

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Delegation of Financial Powers



मोतीलाल नेहरू राष्ट्रीय प्रौद्योगिकी संस्थान इलाहाबाद

Motilal Nehru National Institute of Technology Allahabad

प्रयागराज/Prayagraj-211 004

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Delegation of Financial Powers to Various Officers/ Functionaries of the Institute

Abbreviations:

Dean(Academic)	-	Dean of Academic
Dean (SW)	-	Dean of Student Welfare
Dean (FW)	-	Dean of Faculty Welfare
Dean (RG & IA)	-	Dean of Resource Generation & International Affairs
Dean (R & C)	-	Dean of Research and Consultancy
Dean (P & D)	-	Dean of Planning & Development

Definitions:

1. "**Appropriation**" means the assignment to meet specified expenditure of funds included in a primary unit of appropriation;
2. "**Contingent Expenditure**" means all incidental and other expenditure including expenditure on stores which is incurred for the management of an office, for the working of technical establishment such as a laboratory, workshop, office expenses and the like but does not include any expenditure, which has been specifically classified as falling under some other Head of expenditure, such as "Works" etc.
3. (a) "**Academic Staff**" means Professor, Associate Professor, Assistant Professor (Regular as well as Contract) and other Academic staff as defined in the Statute 22 (1)(i) of First Statute of National Institutes of Technology.

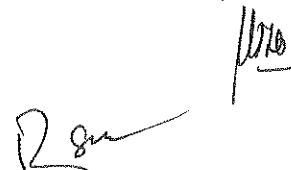
(b) "**Non-Academic Staff**" means Registrar, Deputy Registrar, Assistant Registrar and other staff as defined in the Statute 22 (1) (ii) & (iii) of First Statute of National Institutes of Technology.
4. "**Financial Year**" means the year beginning on the 1st of April and ending on the 31st of March of the following year;
5. "**Government**" means the Central Government;
6. "**Institute**" means the Motilal Nehru National Institute of Technology Allahabad, Prayagraj;
7. "**Miscellaneous expenditure**" means all expenditure other than expenditure falling under the category of pay and allowances of Government servants, leave salary, pensions, contingencies, grant-in-aid, contributions, works, tools, plant and the likes;
8. "**Non-recurring expenditure**" means expenditure other than recurring expenditure;



9. "Re-appropriation" means the transfer of funds from one primary unit of Appropriation to another such unit,
10. "Recurring expenditure" means the expenditure which is incurred at periodical intervals for the same purpose. Expenditure other than recurring expenditure are non-recurring expenditure;

General Principle of Delegation of Powers:

1. Delegation of power shall be exercised strictly as per Act and Statutes, Government of India rules, norms and procedures as applicable to the Institute under rule.
2. Unless otherwise provided, all delegations are on per occasion basis,
3. In financial matters, splitting of work orders, purchase orders, etc. should not be done to avoid seeking approval of the higher officer.
4. Competent Authority [Finance Committee / Board of Governors / Director] of the Institute may impose conditions or withdraw any of powers delegated to officers in this Delegation of powers. The Competent Authority shall have overriding authority to exercise full powers in all matter.
Full Powers refers to the power to sanction / approve, review and make exceptions.
5. Delegated powers cannot be delegated further.
6. Delegation of powers can only be made to incumbent functionaries and is not applicable to temporary In-charges;
7. While discharging the delegation of powers provided in this document, if any conflict exists, the interpretation in terms of the NITSER Act / Statutes shall prevails.
8. In case of any conflict in understanding of the delegations of powers as detailed in this document, the interpretation of the Finance Committee / Board of Governors / Director shall be final.
9. In case any position to whom powers have been delegated is vacant / not filled, the powers is to be exercised by the next higher officer / functionary.
10. Whenever the powers are delegated to more than one Officer, the file to the Higher Levels shall be routed through proper channel. For example; if financial powers for processing of payment delegated to the Registrar, Deputy Registrar and Assistant Registrar is up to ₹ 5.00 lakhs, ₹ 50,000/- and ₹ 25,000/- respectively, the processing of the payment in an instant case up to ₹ 5.00 lakhs will be routed through the Deputy Registrar and Assistant Registrar also.
11. Any escalation within the limit of delegated power will be with respective officers/ functionaries. Further, escalation beyond the limit of delegated power will go to respective higher authority.



12. Officers / Functionaries, who have been delegated powers under this document will be required to exercise the powers and will be responsible for following relevant rules and procedures as per GFR and others Government of India Rules.

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Sl. No.	Particulars	Competent Authority & Extent of Powers delegated
1.	(a) Approval of Pension Payment Orders / DCRG / GPF / CPF (final Payment) & other retirement benefits	Director : Full Powers
	(b) Payment of Monthly Pension	Director : Full Powers
	(c) Restoration of commuted Pension / Sanction of additional Pension on completion of 80, 85, 90, 100 years etc.	Registrar : All cases
2.	Salary (Regular, Contractual staff)/ Payment of Manpower wages, Wages of Security Personnel, Temporary Faculty etc.	Director : Full Powers
		Dy. Director : Above ₹ 5.00 lakh to ₹ 10.00 lakh
		Registrar : upto ₹ 5.00 lakh
3.	Payment of Stipend / Fellowship	Director : Full Powers
		Dy. Director : Above ₹ 5.00 lakh to ₹ 10.00 lakh
		Registrar : upto ₹ 5.00 lakh
4.	GPF / CPF (Advance and Withdrawal)	Director : Full Powers
5.	NPS withdrawal (All related issues) & final payment	Director : Full Powers
6.	Payment of Personal Claims [Telephone Reimbursement, Children Education Allowance, Medical Reimbursement, TA/CPDA claims and other bills related to personal claims.]	Director : Full Powers
		Dy. Director : Above ₹ 25,000/- to ₹ 1.00 lakh
		Registrar : upto ₹ 25,000/-
7.	Leave Travel Concession (LTC) (a) Sanction of LTC advance & Passing of LTC bills / settlement of LTC advance	Director : Full Powers
		Dy. Director : Above ₹ 1.00 lakh to ₹ 2.50 lakh
		Registrar : upto ₹ 1.00 lakh



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8.	Temporary Advance	
	(a) Sanction of Temporary Advance	Director : Full Powers
	(b) Settlement of Temporary Advance	Director : Full Powers
		Dy. Director : Above ₹ 1.00 lakh to ₹ 5.00 lakh
	Registrar : upto ₹ 1.00 lakh	
9.	Other expenses under OH-31[Bills related to all other misc expenditures not covered under any other head].	
	(a) Power of sanction	Director : Full Powers
	(b) Passing of payment vouchers	Director : Full Powers
10.	Augmentation of Academic & Physical Infrastructure and Civil & Electrical Maintenance Works (RBS & RES).	
	(a) Power of Sanction (Grant of Administrative Approval & Expenditure Sanction)	Board of Governors : Full Powers (on the recommendation of Finance Committee and Building & Works Committee)
		Building and Works Committee : upto ₹ 30 lakh
		Director : upto ₹ 5.00 lakh
		Dean (P&D) : upto ₹ 25,000/-
	(b) Issue of AA/ES & Work order	Registrar : On approval of the Finance Committee / Board of Governors
Superintending Engineer & AR (Admin-IV) [Senior Executive Engineer, in absence of Superintending Engineer] : upto ₹ 5.00 lakh as per the sanction of the Director / Dean (P&D). Note: Files to be routed through Registrar.		
11.	User Charges/ Institute Fees/ Expenditure chargeable to fee other than tuition fee / Refund	
	(a) Approval	Director : Full Powers
		Dy. Director : upto ₹ 2.50 lakh
		Registrar : upto ₹ 50,000/-
(b) Processing of Payment	Director : Full Powers	

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12.	Procurement of Equipment, Furniture, General Utility Items/ Services etc. of both recurring and non-recurring nature.	
(a) Approval of Indent (for AA/ES for Procurement)	Board of Governors	: Full Powers above ₹ 1.00 Crore on the recommendations of Finance Committee.
	Director	: Full Powers upto ₹ 1.00 Crore
	Dy. Director	: upto ₹ 2.50 lakh
	Registrar	[For : upto ₹ 25,000/- Administrative Sections, other sections such as SAC, Health Centre, Library and all other sections for which Financial powers are not delegated to Deans / HoDs]
	Dean (P&D)	: upto ₹ 25,000/- Superintending : upto ₹ 10,000/- Engineer [within the limit of sanctioned budget for the respective Section] <i>[Sr. Executive Engineer in absence of Superintending Engineer]</i>
	HoDs	: upto ₹ 50,000/- [For their respective Academic Departments /GIS Cell / SMS] [within the limit of sanctioned budget for the respective Academic Departments]
	For Dean (Academic)/ Dean (R&C)/ Dean (SW)	: upto ₹ 25,000/- (for their respective offices within their sanctioned budget from their respective accounts)
For Other Deans	: upto ₹ 25,000/- (for their respective offices within their	

	[Dean (FW) / Dean sanctioned budget) (RGIA)]
[b] Approval for Placing of Purchase Order (PO) / Re-issue of Purchase Order due to non-acceptance by the Seller / Consignment Rejection	Director : Full powers
	Dy. Director : Above ₹50,000/- to ₹ 2.50 lakh
	Registrar/ Deans : All cases, up to amount for which powers are delegated and Purchase Order to be issued by the Assistant Registrar dealing with the Institute purchase.
	[Dean (FW) / Dean (RGIA)]
	[For Administrative Sections including SAC, Health Centre and all other sections which are not delegated to Deans / HoDs)]
	Dean (P&D) [For Civil / Electrical Engineering & Works Maintenance] : All cases, up to amount for which powers are delegated and Purchase Order to be issued by the Dean (P&D).
HoDs [For Department/ Centre/ Cell] : All cases up to the amount for which powers have been delegated and Purchase Order to be issued by the respective HoDs.	
Dean (Academic)/ Dean (R&C)/ Dean (SW) : All cases up to the amount for which powers have been delegated and Purchase Order to be issued by the respective Deans.	
(c) Delivery Period Extension request of the vendor without the imposition of LD.	Director : Full Powers
(d) Delivery Period Extension request of the vendor with the imposition of LD.	Director : Full Powers
	Dy. Director : upto ₹ 2.50 lakh
	Registrar : upto ₹ 25,000/-

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		HoDs : upto ₹ 50,000/- (Within the limit of sanctioned budget for the respective Academic Departments)
		For Dean : upto ₹ 25,000/- (Academic)/ Dean (R&C)/ Dean (SW)
	(e) Return of EMD / Bid Security	Registrar : All cases
	(f) Return of Performance Security	Director : Full powers
		Registrar : upto ₹ 5.00 lakh
		Deputy Registrar : upto ₹ 50,000/-
		Asst. Registrar : upto ₹ 25,000/-
	(i) Bid Cancellation / Re-Tendering	Director : Full Powers
13.	Extension of Period of service agreement / contract	Director : Full Powers
14.	Library [Books, Journals, e-books, e-journals]	Director : Full powers [within budget sanctioned by Finance Committee / Board of Governors]
15.	Processing of Payments and Signing of payments Instruments	
	(a) Processing of Payments	Director : Full powers
	(b) Signing of payments Instruments (Cheque/Online payment advice)	Director & Registrar : Above ₹ 5.00 lakhs both
		Dy. Director & Registrar both : Above ₹ 2.50 lakhs
		Registrar : upto ₹ 2.50 lakhs
		Director & Dean : Above ₹ 1.00 lakh [For Dean (Academic)/ Dean (R&C)/ Dean (SW)] (For their respective sections & accounts)
		Dean (Academic)/ Dean (R&C)/ Dean (SW) : upto ₹ 1.00 lakh (subject to approval of payment Voucher by Director above ₹ 50,000/-) (For their respective sections & accounts)
16.	(a) Write Off	Finance Committee/ Board of Governors : Above ₹ 25,000/-
		Director : upto ₹ 25,000/-

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	(b) Auction of Write off materials	Director : Full Powers subject to approval for Write off by respective authority.
	(c) Irrecoverable losses	Finance : Above ₹ 10,000/- Committee/ Board of Governors Director : upto ₹ 10,000/-

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