

AGENDA OF 16TH MEETING OF BOARD OF GOVERNORS
JNTUH INSTITUTE OF SCIENCE AND TECHNOLOGY (Autonomous)
JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD



AGENDA
Of
16th MEETING of
BOARD OF GOVERNORS

Venue:
Committee Room,
JNTUH Institute of Science and Technology New Building,
Jawaharlal Nehru Technological University Hyderabad
On
10th February, 2018 at 11:00 AM

JNTUH INSTITUTE OF SCIENCE AND TECHNOLOGY (Autonomous)
Jawaharlal Nehru Technological University Hyderabad
Kukatpally, Hyderabad, Telangana State – 500 085

JNTUH INSTITUTE OF SCIENCE AND TECHNOLOGY (Autonomous)

Jawaharlal Nehru Technological University Hyderabad

Kukatpally, Hyderabad, Telangana State – 500 085

16th Meeting of Board of Governors

Venue: Chambers of the Director, IST, JNTUH

Date: 10-02-2018

Time: 11:00 AM

| S. No | Name of the Member of BoG | Qualification and position | Position in the BoG |
|--------------|----------------------------------|---|----------------------------|
| 1. | Prof. P. Jaya Prakash Rao | Former Chairman, State Council of Higher Education, Hyderabad | Chairperson |
| 2. | Dr. S. Chandrasekhar | Director, CSIR-IICT, Hyderabad | Member |
| 3. | Dr. Siva Kumaran | Sr. Vice President, Aurobindo Pharma Ltd. | Member |
| 4. | Dr. Rakeshwar Bandichhor | Director , Dr. Reddy's Laboratories Ltd. | Member |
| 5. | Shri. B. Gopala Krishna | Dy. Director, NRSC, Hyd. | Member |
| 6. | Dr. A. D. Rao | Regional Director (Retd), CGWB, Ministry of Water Resources | Member |
| 7. | Dr. K. Yella Reddy | Director (Agriculture) WALAMTARI, Hyderabad | Member |
| 8. | Dr. M. Anji Reddy | Professor of Environment, IST, JNTUH. | Member |
| 9. | Dr. K.Ramamohan Reddy | Professor of Water Resources, IST, JNTUH. | Member |
| 10. | Dr. G. Krishna Mohan | Professor of Pharmacy, IST, JNTUH | Member |
| 11. | Dr. Sandeep Grover | Professor, Dept. of Mech. Engg, YMCA University of Science & Tech, Faridabad. | Member |
| 12. | Dr. B. N. Bhandari | Director, academic & Planning, JNTUH | Member |
| 13. | Dr. B. L. Rama | Director, AICTE, New Delhi | Member |
| 14. | Sri. D. Venkateswarlu | Secretary, SBTE, Telangana State, Hyderabad | Member |
| 15. | Prof. B.Venkateswara Rao | Director, IST, JNTUH | Member Secretary |
| 16. | Prof.A.Jayashree | Professor of Chemistry, IST,JNTUH | Special Invitee |
| 17. | Prof. C. Radha Krishna, | Rtd. Professor of Electrical Engg, and Mentor, JNTUH IST, Hyd. | Special Invitee |
| 18. | State Project Coordinator | SPFU, Dept. of Tech Education, Hyderabad | Special Invitee |
| 19. | Dr.M.V.S.S.Giridhar | Associate Professor and TEQIP-III Coordinator | Special invitee |

JNTUH INSTITUTE OF SCIENCE AND TECHNOLOGY

(Autonomous)

Kukatpally, Hyderabad-500085

SIXTEENTH MEETING OF BOARD OF GOVERNORS

Venue: Chambers of the Director, IST, JNTUH

On 10th February, 2018 (Saturday) at 11:00 AM

AGENDA

| Item No. | Description of Item |
|--------------------|---|
| 01/16 BoG_ Feb -18 | Minutes of Meeting of 15 th BoG meeting held on 06 th January, 2018 – for information – for approval |
| 02/16 BoG_ Feb -18 | Presentation by the Director , IST, JNTUH about the overall activities of the Institute |
| 03/16 BoG_ Feb -18 | Approval of programs planned under Twinning arrangements with the 1.1 institute Dayalbagh Educational Institute (DEI). |
| 04/16 BoG_ Feb -18 | Approval for organizing National and International conferences / workshops / trainings. |
| 05/16 BoG_ Feb -18 | Expenditure incurred since 15 th BoG to till date in TEQIP-III – for information. |
| 06/16 BoG_ Feb -18 | Formation of various committees at institute level for smooth functioning of TEQIP-III – for information |
| 07/16 BoG_ Feb -18 | Approval of list of equipment/goods and furniture items to be procured under TEQIP-III. |
| 08/16 BoG_ Feb -18 | Approve to establish Start-up Cell and appointment of coordinator and other members – for approval. |
| 09/16 BoG_ Feb -18 | Appointment of internal auditor and statutory auditors for TEQIP-III |
| 10/16 BoG_ Feb -18 | Guidelines given by NPIU on TA/DA norms for all types of TEQIP-III activities – for approval |
| 11/16 BoG_ Feb -18 | Guideline for conduct of five day training programs – for approval |
| 12/16 BoG_ Feb -18 | Any other items with the permission of Chair |
| 13/16 BoG_ Feb -18 | Vote of Thanks by Dr.M.V.S.S.Giridhar, TEQIP-III Coordinator |

| Item No. | Description of Item |
|---|---|
| 01/16 BoG_ Feb -18 | Minutes of Meeting of 15thBoG meeting held on 06 th January, 2018 – for information. |
| <p>The minutes of the 15th BoG meeting has been circulated to the Honorable Chairman and all the BoG members through email on 08th January, 2018 for suggestions and approval. Further, requested all the members to send their suggestions for incorporation in the document on or before 14th January 2018. All the suggestions made by the BoG members were incorporated. The final minutes were uploaded in the Institute website www.istjntuh.ac.in. The copy of minutes is given as Annexure-I.</p> | |
| Item No. | Description of Item |
| 02/15 BoG_ Feb -18 | Presentation by the Director, IST, JNTUH about the overall activities of the Institute |
| <p>Director, Institute of Science and technology shall brief about the activities related to the institute in general and TEQIP-III activities in particular. This will enable the honorable Chairman and members of BoG to provide suggestions and to take appropriate decisions.</p> | |
| 03/16 BoG_ Feb -18 | Approval of programs planned under Twinning arrangements with the 1.1 institute Dayalbagh Educational Institute (DEI). |
| <p>A skype call is arranged between both the institutions and were discussed thoroughly and finally arrived the list of programs as short term activities i.e from Jan-June 2018. The following programs were planned under twinning arrangements with the 1.1 institute Dayalbagh Educational Institute (DEI) as given in Annexure - II.</p> <p>Both 1.1 and 1.3 institutes were agreed about the expenditure as follows.</p> <ul style="list-style-type: none"> • No honorarium is payable to the faculty/ Professor the activities (Lecture/ Seminar/ Workshop/ meeting) of own institution as per NPIU norms. • No honorarium is payable to the faculty /person from Mentor/Mentee Institute for the activities under twinning arrangement as per NPIU norms. • When any faculty planning to visit from IST to DEI, the travel upto Delhi airport shall be met from the IST funds. Further, from Delhi airport to DEI and back will be taken care by the DEI including lodging, boarding and other hospitality expenditure. • Similarly, when any faculty planning to visit from DEI to IST, the travel upto Hyderabad airport shall be met from the DEI funds. Further, from Hyderabad airport to IST and back will be taken care by the IST including lodging, boarding and other hospitality expenditure. <p>The listed programs and rules for expenditure may be approved by the BoG committee.</p> | |

| Item No. | Description of Item | | | | |
|---|---|----------------------|--------------------|-------------------------|---------------------------|
| 04/15 BoG_ Jan -18 | Approval for organizing National and International conferences / workshops / trainings | | | | |
| The following application were received from various centres and placed for approval. | | | | | |
| Sl. No | Name of the program | Proposed dates | Type of activity | Name of the coordinator | Proposed amount in rupees |
| 1 | "Student Connect" One day seminar on Higher Education Sustaina-bility Initiative and International Collabo-ration | 22/04/2018 | | Dr.T.Vijaya Lakshmi | 1,00,000 |
| 2 | Advanced Training on Geomatics Technologies | 18-22/06/2018 | Training programme | Dr.T.Vijaya Lakshmi | 3,50,000 |
| 3 | One day seminar on advanced surveying / mapping techniques | 10-04-2018 | Seminar | Dr.M.Anji reddy | 1,50,000 |
| 4 | Training programme on Environmental impact assessment and environmental clearance process | 5-9, June 2018 | Training programme | Dr.M.Anji reddy | 3,00,000 |
| 5 | Environment, Health and Safety" on 2nd week of march 2018 | 2 nd week | Workshop | Dr.V. Himbindu | 1,50,000 |
| The above conferences/workshops/ trainings programs may be approved by the BoG committee. | | | | | |
| 05/16 BoG_ Feb -18 | Expenditure incurred since 15 th BoG to till date in TEQIP-III – for information. | | | | |
| The head wise expenditure incurred during the month of January 2018 is Rs. 5,26,242/- (Rupees Five lakhs twenty six thousand and two hundred and fourty two only) this is for the information to the BoG members. | | | | | |

| Sl. No | Name of the item | Expenditure during the month of Jan-18 in rupees | Expenditure since inception in rupees | Percentage of expenditure |
|--------------|----------------------|--|---------------------------------------|---------------------------|
| 1 | Procurement of goods | Nil | Nil | Nil |
| 2 | Academic processes | 3,46,728 | 8,36,249 | 2.98 |
| 3 | Operating Cost | 1,79,514 | 4,84,345 | 6.92 |
| Total | | 5,26,242 | 13,20,594 | 1.88 |

This is for the information to the BoG members.

06/16 BoG_Feb -18 **Formation** of various committees at institute level for smooth functioning of TEQIP-III- information

Various committees were formed by the Director at institute level for smooth functioning of TEQIP-III. The list is as follows.

| Sl. No | Name of the coordinator | Designation | Works allocated |
|--------|--------------------------|---|--|
| 1 | Prof. K.Ramamohan Reddy | Coordinator - NBA | To coordinate with the 1.1 institute i.e. DEI and to make them to get NBA for their courses. In addition he will be the coordinator for IST for NBA activities. |
| 2 | Prof. K.Ramamohan Reddy | Coordinator - Civil works | To review and finalize civil works proposed by various centres under TEQIP-III and submit to the Director |
| 3 | Dr. G. Krishna Mohan | Coordinator - Academic & Planning | To coordinate academic & planning activities of the Institute and to coordinate with the university related to this, |
| 4 | Prof. Ch. Shashikala | Coordinator - Starts up and Innovation | To establish Starts up and Innovation cells at institute level. To review and finalize proposals submitted by various centres under TEQIP-III and submit to the Director |
| 5 | Prof. K.Venkateswara Rao | Coordinator - Moocs and Digital Learning Cell | To create awareness, review and finalize the proposals proposed by various centres under TEQIP-III and submit to the Director |
| 6 | Dr. T. Vijaya Lakshmi | Coordinator - Twinning | To prepare action plans between 1.1 and 1.3 institutes and to submit to the Director |
| 7 | Dr. Ch.Shilpa Chakra | Coordinator - Procurement | To initiate, finalize and plan till the payment to the vendor through PMSS software. |
| 8 | Smt. Lalitha Devi | Coordinator - Finance | To see all financial aspects related to TEQIP-III as per the financial framework of world bank |

| | | | |
|----|----------------------|-----------------------------------|---|
| | | | through PFMS software. |
| 9 | Dr. Archana giri | Coordinator – IPR | To create awareness related to IPR at institute level. |
| 10 | Dr. M. Sunitha Reddy | Coordinator – Alumina Association | To establish alumina association and strengthen at institute level. |

This is for the information to the honorable BoG chairman and members.

| | |
|--------------------|--|
| 07/16 BoG_ Feb -18 | Approval of list of equipment/goods and furniture items to be procured under TEQIP-III. |
|--------------------|--|

As per the minutes of 15th BoG the procurement committee has been constituted with the following members to review and finalize the proposals submitted by various centres of the institute. All six centres were grouped into Chemical related centres and non-chemical related centres.

The group related to chemical centres are 1. CCST, 2. CNST, 3. CBT

The committee constitute to review these proposals are as follows.

Members of the committee:

1. Prof. B. Venkateswara Rao, Director, IST - Chairman
2. Prof. B.N. Bhandari, Director, Academic & Planning, JNTUH
3. Prof. P. Sai Prasad, Retired Principal Scientist, IICT, and Emeritus professor
4. Prof. K. Venkateswara Rao, Professor, CNST, Subject expert – Internal - Member
5. Dr. Ch. Shilpa Chakra, Coordinator-PMSS, TEQIP-III - Member
6. Dr. M.V.S.S. Giridhar, Coordinator, TEQIP – III – Member Secretary

This committee met on 03/02/2018 and 06/02/2018 and finalized the list of equipment and furniture proposed by the above centres. The detailed list is annexed in Annexure-III.

The group related to non-chemical centres are 1. CWR, 2. CSIT, 3. CEN

Members of the committee:

1. Prof. B. Venkateswara Rao, Director, IST - Chairman
2. Prof. B.N. Bhandari, Director, Academic & Planning, JNTUH
3. Dr. V. Venkateshwar Rao, Group Director, Water Resources, NRSA – External - Member
4. Prof. K. Ramamohan Reddy, Professor, CWR, Subject expert – Internal - Member
5. Dr. Ch. Shilpa Chakra, Coordinator-PMSS, TEQIP-III – Member
6. Dr. M.V.S.S. Giridhar, Coordinator, TEQIP – III – Member Secretary

This committee met on 30/01/2018 and finalized the list of equipment and furniture proposed by the above centres. The detailed list is annexed in Annexure-III.

| Sl. No | Name of the Centre | Total cost in rupees |
|--------------|---|----------------------|
| 1 | Centre for Biotechnology | 40,00,440 |
| 2 | Centre for Chemical Science and Technology | 44,99,450 |
| 3 | Centre for environment | 42,49,418 |
| 4 | Centre for Spatial Information and Technology | 40,36,670 |
| 5 | Centre for water resources | 47,70,538 |
| 6 | Centre for Nano Science and Technology | 40,00,440 |
| 7 | Furniture (All departments) | 18,68,177 |
| Total | | 2,74,25,133 |

The above list of equipments/goods/furniture may be approved by the BoG committee.

| | |
|--------------------|--|
| 08/16 BoG_ Feb -18 | Approve to establish Start-up Cell and appointment of coordinator and other members – for approval. |
|--------------------|--|

NPIU (National Project Implementation Unit) instructed to start **Start-up Cell** in all the project institutions.

The Start-up Cell will comprise of following

- Head of Institution or his/her Nominee as Chairman,
- One faculty as Start-up Cell Coordinator,
- Three to five faculty facilitators representing various disciplines and dept. of Institute
- Student Coordinators pooled from Innovation Club, Start-up club, E-cell for program coordination and management,
- Experts from the areas of Start-up and innovation may be included

With the above guidelines the following committee has been constituted for the institute to look over startup and innovative activities

Startup cell committee members

Chairman: B.Venkateswara Rao,

Co-ordinator: Dr. Ch.Sasikala,

Faculty facilitators: 1) Prof. A.Jaya Shree

2) Prof. V.Hima Bindu

3) Prof. C.Sarala

4) Prof. K. Venkateswara Rao

5) Dr. J. Venkatesh

6) Dr. A. Uma

Student coordinators: Two students from each centre.

Experts from the area of startup and innovation:

1) Prof. V.Venkata Ramana, Professor, School of management, University of Hyderabad.

2) Mr. P. Murali Mohan, Managing Director, Mobiterra Solutions India Private Ltd. Hyderabad

3) Sri. Lohita Motwani, representative from t-hub

Honorable chairman and members shall approve the above committee.

09/16 BoG_ Feb -18

Appointment of internal auditor and statutory auditors for TEQIP-III

National project implementation unit (NPIU) is instructed to appoint internal auditor and statutory auditors by the institute for TEQIP-III audit purpose with the following conditions.

Internal audit:

- The TEQIP-III institutes of the non-focus states may appoint Internal Auditor themselves to conduct the internal audit.
- The appointment of the Internal Auditor should be as per the World Bank guidelines as per financial management manual for TEQIP-III.
- The Internal Audit may be conducted on bi-annual basis in every financial year.

Statutory Audit:

- The TEQIP-III institutes of the non-focus states may appoint Statutory Auditor themselves to conduct the Statutory audit of every financial year.
- The appointment of the Statutory Auditor should be as per the World Bank guidelines as per Financial Management manual for TEQIP-III.
- Such reports may be further consolidated by NPIU at National level.

In view of the above, internal auditor and statutory auditors worked for the TEQIP-II may be allowed to continue for the TEQIP-III also. The firms worked for internal audit are M/s Rammurthy (N) & Co and statutory audit as M/s Sagar Associates. The audit fee paid for the internal audit is Rs. 48750 per year plus GST during TEQIP-II. The internal auditor has accepted the same. However, statutory auditor is asking for 90,000/- plus GST per year, permission may be accorded to pay the revised audit fee for TEQIP-III.

Honorable chairman and members of the committee may approve the firms and fee.

10/16 BoG_ Feb -18

Guidelines given by NPIU on TA/DA norms for all types of TEQIP-III activities – for approval

The guidelines on TA/DA norms are annexed in Annexure-IV for faculty and staff who will be attending any meeting / conference / workshop / training etc. at the institution other than their own institution.

The BoG committee may approve the above item to implement same rules in TEQIP-III project.

11/16 BoG_ Feb -18

Guideline for conduct of five day training programs – **for approval**

In the sub-committee meeting held on 07/02/2018, the following points were resolved towards organizing five day training/workshop/seminar program.

- Maximum allowable expenditure for organizing one day workshop/ seminar/ conference/ training etc is Rs.1,00,000/- only for 50 participants.
- Maximum allowable expenditure for organizing five day workshop/ seminar/ conference/training etc is Rs.2,00,000/- only for 50 participants.
- Training program between these days shall be paid linearly.

However, the following are the maximum allowable head wise expenditure

- Lunch including two times snacks Rs.200 per participant
- Honorarium/session and 4 sessions max in a day Rs.3000 per session
- Kit (Course material CD, Folder, Pad, Pen, course material etc) Rs.100 per participant
- Travel grant (one expert outside Hyderabad) Rs.40,000/- per program
- Miscellaneous expenditure Rs.15,000/- per program

The guideline for conduct of training programs may be approved.

Any other Item with the permission of the Chairperson

Vote of thanks by Dr. M.V.S.S. Giridhar, TEQIP-III coordinator

Annexure-I

MINUTES OF 15TH MEETING OF BOARD OF GOVERNORS
JNTUH INSTITUTE OF SCIENCE AND TECHNOLOGY (Autonomous)
JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD



MINUTES
Of
15th MEETING of
BOARD OF GOVERNORS

Venue:

Committee Room,
JNTUH Institute of Science and Technology New Building,
Jawaharlal Nehru Technological University Hyderabad

On

06th January, 2018 at 10:00 AM

JNTUH INSTITUTE OF SCIENCE AND TECHNOLOGY (Autonomous)
Jawaharlal Nehru Technological University Hyderabad
Kukatpally, Hyderabad, Telangana State – 500 085

JNTUH INSTITUTE OF SCIENCE AND TECHNOLOGY (Autonomous)

Jawaharlal Nehru Technological University Hyderabad

Kukatpally, Hyderabad, Telangana State – 500 085

15th Meeting of Board of Governors

Members present

Venue: Chambers of the Director, IST, JNTUH

Date: 06-01-2018

Time: 10:00 AM

| S. No | Name of the Member of BoG | Qualification and position | Position in the BoG |
|--------------|----------------------------------|---|----------------------------|
| 1. | Prof. P. Jaya Prakash Rao | Former Chairman, State Council of Higher Education, Hyderabad | Chairperson |
| 2. | Dr. Siva Kumaran | Sr. Vice President, Aurobindo Pharma Ltd. | Member |
| 3. | Dr. Rakeshwar Bandichhor | Director , Dr. Reddy's Laboratories Ltd. | Member |
| 4. | Dr. A. D. Rao | Regional Director (Retd), CGWB, Ministry of Water Resources | Member |
| 5. | Dr. K. Yella Reddy | Director (Agriculture) WALAMTARI, Hyderabad | Member |
| 6. | Dr. B. Venkateswar Rao | Professor of Water Resources, IST, JNTUH. | Member |
| 7. | Dr. G. Krishna Mohan | Professor of Pharmacy, IST, JNTUH | Member |
| 8. | Dr. Sandeep Grover | Professor, Dept. of Mech. Engg, YMCA University of Science & Tech, Faridabad. | Member |
| 9. | Dr. B. N. Bhandari | Director, academic & Planning, JNTUH | Member |
| 10. | Prof. A. Jaya Shree | Director, IST, JNTUH | Member Secretary |
| 11. | Prof. C. Radha Krishna, | Rtd. Professor of Electrical Engg, and Mentor, JNTUH IST, Hyd. | Special Invitee |
| 12. | Dr.M.V.S.S.Giridhar | Associate Professor and TEQIP-III Coordinator | Special invitee |

JNTUH INSTITUTE OF SCIENCE AND TECHNOLOGY

(Autonomous)

Kukatpally, Hyderabad-500085

FIFTEENTH MEETING OF BOARD OF GOVERNORS

Venue: Chambers of the Director, IST, JNTUH

On 06th January, 2018 (Saturday) at 10:00 AM

Minutes

| Item No. | Description of Item |
|--------------------|--|
| 01/15 BoG_ Jan -18 | Minutes of Meeting of 14thBoG meeting held on 16 th June, 2017 – for information. |
| 02/15 BoG_ Jan -18 | Presentation by the Director, IST, JNTUH about the overall activities of the Institute |
| | Presentation by the Officer In-charge of Examinations (OIE), IST, JNTUH about the overall activities related to the academic and examination rules and regulations. |
| | Presentation by the TEQIP-III Coordinator about the activities under TEQIP |
| | Presentation by the Heads of the Centres of IST and visit to the Centres. |
| 03/15 BoG_ Jan -18 | Ratification of the programs organized under TEQIP-III |
| 04/15 BoG_ Jan -18 | Approval for organizing National and International conferences / workshops / trainings |
| 05/15 BoG_ Jan -18 | Expenditure incurred till date in TEQIP-II – for Ratification |
| 06/15 BoG_ Jan -18 | Formation and approval of institute level procurement committee for the purchase of Procurement of goods under TEQIP-III |
| 07/15 BoG_ Jan -18 | Establishment of infrastructure for SWAYAM PRABHA to facilitate Student training – for approval |
| 08/15 BoG_ Jan -18 | Any other items with the permission of Chair |
| 09/15 BoG_ Jan -18 | Vote of Thanks |

| Item No. | Description of Item |
|---|--|
| 01/15 BoG_ Jan -18 | Minutes of Meeting of 14thBoG meeting held on 16 th June, 2017 – for information. |
| <p>The minutes of the 14th BoG meeting has been circulated to the Honorable Chairman and all the BoG members through email on 16th June, 2017 for suggestions and approval. Further, requested all the members to send their suggestions for incorporation in the document on or before 20th June 2017. All the suggestions made by the BoG members were incorporated. The final minutes were uploaded in the Institute website www.istjntuh.ac.in.</p> <p>The honorable Chairperson and members of the committee has confirmed the minutes of the 14th BoG.</p> | |
| Item No. | Description of Item |
| 02/15 BoG_ Jan -18 | Presentation by the Director, IST, JNTUH about the overall activities of the Institute |
| | Presentation by the Officer In-charge of Examinations (OIE), IST, JNTUH about the overall activities related to the academic and examination rules and regulations. |
| | Presentation by the TEQIP-III Coordinator about the activities under TEQIP |
| | Presentation by the Heads of the centres and visit to the centres. |
| <p>All the Heads of the centres, TEQIP-III Coordinator, Officer In-charge of Examinations (OIE) and Director presented about their activities/developments/innovative initiatives were appreciated by the members and chairman of the BoG.</p> | |
| 03/15 BoG_ Jan -18 | Ratification of the programs organized under TEQIP-III |
| <p>The BoG chairman and members of the BoG ratified the programs organized by the institute under TEQIP-III along with expenditure.</p> | |
| Item No. | Description of Item |
| 04/15 BoG_ Jan -18 | Approval for organizing National and International conferences / workshops / trainings |

- Two conferences were proposed by the Centre for Nano Science and Technology as Dr. K.Venkateswara Rao coordinator for two conferences with the same title and one is national and another is international conferences. BoG suggested both can be clubbed together and they can organize a single international conference. However, the coordinator can propose another national conference with different title.
- Remaining conferences/ trainings/seminars proposed by the faculty is accepted by the BoG members.
- Further, BoG also suggested to submit the full budget details for the proposed conference/training/seminar by the faculty members along with requirement of budget from TEQIP-III.

05/15 BoG_ Jan -18

Expenditure incurred till date in TEQIP-III – for Ratification

The expenditure incurred under TEQIP-III was approved and ratified by the Bog Chairman and members of the BoG.

06/15 BoG_ Jan -18

Formation and approval of Institute level procurement committee for the purchase of Procurement of goods under TEQIP-III

The members of procurement committee has formulated by the BoG for finalization of Procurement of items. The following are the members of the procurement committee.

1. DAP of the University
2. Subject expert - External
3. Subject expert – internal
4. Director, IST / Coordinator TEQIP-III

However, the following points were also suggested by the chairman of the BoG while purchasing procurement items.

1. The minimum cost of the equipment should be more than one lakh.
2. Requested all the faculty of IST to see the possibility of establishment of centralized facility at their centres by applying for various funding agencies.
3. After finalization of the items by the procurement committee, the list shall be send to the BoG for approval of the items
4. All purchases of approved items need to process through Institute purchase committee and through PMSS.
5. External and Internal subject experts can be nominated by the Director.

07/15 BoG_ Jan -18

Establishment of infrastructure for SWAYAM PRABHA to facilitate Student training—for approval

It is resolved that the item is approved in principle, however, asked the Member Secretary to submit full details of expenditure in the next BoG meeting.

Meeting ended with the vote of thanks by the TEQIP-III coordinator Dr. M.V.S.S. Giridhar.

Annexure-II

Activities undertaken by 1.3 Institution in concurrence with the 1.1 Institution of focus state under twinning arrangements

Name of 1.3 Institution: **JNTU Institute of Science & Technology, Hyderabad (JNTUIST)**

Name of 1.1 Institution: **Dayalbagh Educational Institute, Agra (DEI)**

| Sl. No. | Activity | Date | Name of the Activity | Venue | Nodal Person | |
|---------|--|------------------------------|---|--------------|--|---|
| | | | | | JNTUIST | DEI |
| 1 | Quarterly action plan and procurement plan | 5.1.2018 | Review of quarterly action plan and procurement plan | DEI and JNTU | Dr.M.V.S.S.Girishar mvssgiridhar@gmail.com 9440590695 | D. Bhagwan Das dbhagwandas@dei.ac.in 9319211217 |
| 2 | Joint activities with industry for joint R&D, internships and placement activities | 7.2.2018 | Live transmission of talk of Prof. Sunkara Mahendra, University of Louisville, USA to DEI | JNTU | Dr.K.Venkateshwara Rao Kalagadda2003@gmail.com 9440858664 | Sahab Dass drsahabdas@gmail.com 9219695960 |
| 3 | Seminars and learning forums on improving governance practices | 14.2.2018 To 16.2.2018 | Seminar on Good Governance Practices | DEI | Dr. B.Venkateswara Rao cwr_jntu@yahoo.com 9849585290 Dr.M.V.S.S.Girishar mvssgiridhar@gmail.com 9440590695 | D. Bhagwan Das dbhagwandas@dei.ac.in 9319211217 |
| 4 | Workshop for students for training and academic development | 14.2.2018 To 16.2.2018 | Workshop on Geometrics | DEI | Dr.M.Anji Reddy mareddyanjireddi@gmail.com 9440891270 Dr.K.Ramamohan Reddy kasarammohan@gmail.com 8978701133 Sri.J.Venkatesh venkatjogu@gmail.com 9440789934 | K. Hans Raj khansraj@rediffmail.com 9358877956 |

| | | | | | | |
|---|--|------------------------------|--|-----|--|-----------------------------|
| 5 | Guidance/support on to make students industry ready by imparting technical and soft skills, entrepreneurship skills, team working skills | 14.2.2018 To 16.2.2018 | Guidance for establishment of geomatics lab and other labs in Civil Engineering. | DEI | Dr.M.Anji Reddy mareddyanjireddi@gmail.com 9440891270 Dr.K.Ramamohan Reddy kasarammohan @gmail.com 8978701133 Sri.J.Venkatesh venkatjogu@gmail.com 9440789934 Dr.M.V.S.S.Giridhar mvssgiridhar@gmail.com 9440590695 | Ishant Singhal |
| 6 | GATE preparation | 14.2.2018 To 16.2.2018 | GATE preparation tips to III year Civil Engg. students of DEI | DEI | Dr.K.Ramamohan Reddy kasarammohan @gmail.com 8978701133 Dr.M.V.S.S.Giridhar mvssgiridhar@gmail.com 9440590695 | Ishant Singhal |
| 7 | Guidance/support on to make students industry ready by imparting technical and soft skills, entrepreneurship skills, team working skills | 14.2.2018 To 16.2.2018 | Technical lecture on Water resources and rainwater harvesting | DEI | Dr.M.V.S.S.Giridhar mvssgiridhar@gmail.com 9440590695 | Ishant Singhal |
| 8 | Guidance/support on to make students industry ready by imparting technical and soft skills, entrepreneurship skills, team working skills | 14.2.2018 To 16.2.2018 | Technical lecture on Ground water, exploration and importance | DEI | Dr. B.Venkateswara Rao cwr_jntu@yahoo.com 9849585290 | Ishant Singhal Hamsa raj |
| 9 | Guidance/support on to make students industry ready by imparting technical and soft skills, | 14.2.2018 To 16.2.2018 | Technical lecture on Geospatial technologies | DEI | Dr.M.Anji Reddy mareddyanjireddi@gmail.com 9440891270 | Ishant Singhal Hamsa raj |

| | | | | | | |
|----|--|------------------------|--|----------|---|---|
| | entrepreneurship skills, team working skills | | | | | |
| 10 | Guidance/support on to make students industry ready by imparting technical and soft skills, entrepreneurship skills, team working skills | 14.2.2018 To 16.2.2018 | Technical lecture on Fluid Mechanics and OCH | DEI | Dr.K.Ramamohan Reddy kasarammohan@gmail.com 8978701133 | Ishant Singhal Hamsa raj |
| 11 | Guidance/support on to make students industry ready by imparting technical and soft skills, entrepreneurship skills, team working skills | 14.2.2018 To 16.2.2018 | Technical lecture on GPS and GNSS | DEI | Sri.J.Venkatesh venkatjogu@gmail.com 9440789934 | Ishant Singhal Hamsa raj |
| 12 | Departmental partnerships for joint research activities emphasizing applied research and technological development | 20.2.2018 to 21.2.2018 | Visit to Mahagaon, a village in the tribal belt of MP to explore ways of providing potable water - collaborative rural project | Mahagaon | Dr. B.Venkateswara Rao cwr_jntu@yahoo.com 9849585290 Dr.M.V.S.S.Giridhar mvssgiridhar@gmail.com 9440590695 | D. Bhagwan Das dbhagwandas@dei.ac.in 9319211217 |
| 13 | Improvement in NBA accreditation | 24.2.2018 | NBA Awareness Workshop by Dr. Sandeep Grover YMCA, Faridabad | DEI | Dr.M.V.S.S.Giridhar mvssgiridhar@gmail.com 9440590695 | Manmohan Agarwal a.manmohan@yahoo.co.in 9412895705 |
| 14 | Guidance and support in Startup activities i.e. awareness workshops, entrepreneurship fests, organizing competitions etc. | 28.2.2018 | Startup Awareness Program | JNTU | Dr.Ch.Sasikala sasikala.ch@gmail.com 9000796341 | G.S. Sailesh Babu Babu.sailesh@gmail.com 7060185804 |

| | | | | | | |
|----|--|---------------|--|----------|---|---|
| 15 | Quarterly action plan and procurement plan | 15.3.2018 | Review of quarterly action plan and procurement plan | DEI/JNTU | Dr.M.V.S.S.Giridhar mvssgiridhar@gmail.com 9440590695 | D. Bhagwan Das dbhagwandas@dei.ac.in 9319211217 |
| 16 | Joint activities with industry for joint R&D, internships and placement activities | 15 March 2018 | Workshop on Dairy Technology | DEI | Dr. K. Mukkanti, ndct2014@gmail.com Dr.Ch.Sasikala sasikala.ch@gmail.com 9000796341 Dr.V.Hima Bindu drvhimabindu@gmail.com 9491442444 Dr.T.Vijaya Lakshmi tatiparti@yahoo.com 9440896661 Dr.M.Viswanadham maviswa14@gmail.com 9849104102 | K. Srinivas Ksri12@gmail.com 7895567605 |
| 17 | Joint activities with industry for joint R&D, internships and placement activities | March | Visit of DEI team to JNTUIST | JNTU IST | Dr.M.V.S.S.Giridhar mvssgiridhar@gmail.com 9440590695 Dr.T.Vijaya Lakshmi tatiparti@yahoo.com 9440896661 | D. Bhagwan Das dbhagwandas@dei.ac.in 9319211217 |
| 18 | Joint activities with industry for joint R&D, internships and placement activities | March | Visit of JNTUIST team to DEI | DEI | Dr. K. Mukkanti, ndct2014@gmail.com Dr.M.Viswanadham maviswa14@gmail.com 9849104102 Dr.Ch.Sasikala sasikala.ch@gmail.com 9000796341 Dr.V.Hima Bindu | D. Bhagwan Das dbhagwandas@dei.ac.in 9319211217 |

| | | | | | | |
|----|--|-----------|---|------|--|---|
| | | | | | drvhimabindu@gmail.com 9491442444 Dr.T.Vijaya Lakshmi tatiparti@yahoo.com 9440896661 | |
| 19 | Joint activities with industry for joint R&D, internships and placement activities | May 2018 | National Seminar on applications of Nano Science & Technology to Environment & Energy | DEI | Dr.K.Venkateshwara Rao Kalagadda2003@gmail.com 9440858664 | Sahab Dass drsahabdas@gmail.com 9219695960 |
| 20 | Joint activities with industry for joint R&D, internships and placement activities | June 2018 | Workshop on Modeling, Simulation and Optimization | JNTU | Dr.L.Saida lavudi_saida@yahoo.com 9618528040 Dr.A.Uma vedavathi1@gmail.com 9848120819 | C. Patvardhan cpatvardhan@googlemail.com 8979361848 |

Annexure - III

List of furniture items approved by the procurement committee

| Sl. No | Item Name | Unit cost in rupees | Quantity | Total cost in rupees | Type of Procurement |
|--------------|---|------------------------|----------|-------------------------|------------------------|
| 1 | ACE Chair | 20269 | 14 | 283768 | Shopping |
| 2 | Aristo 1650 | 61236 | 1 | 61236 | Shopping |
| 3 | Aristo 1800 | 62172 | 4 | 248690 | Shopping |
| 4 | Aristo 1800 Back unit | 33546 | 1 | 33546 | Shopping |
| 5 | Caliber 201 | 3836 | 20 | 76719 | Shopping |
| 6 | Conference Table IDEATE 8 seater | 28539 | 2 | 57078 | Shopping |
| 7 | Diva 7042R | 5044 | 77 | 388357 | Shopping |
| 8 | Diva 7044T | 4027 | 14 | 56373 | Shopping |
| 9 | Leoma High back | 41778 | 3 | 125335 | Shopping |
| 10 | Shoe Rack | 8677 | 8 | 69413 | Shopping |
| 11 | Storewelplain | 19868 | 3 | 59603 | Shopping |
| 12 | T 9 Table | 18497 | 4 | 73989 | Shopping |
| 13 | Target 104 | 11716 | 7 | 82015 | Shopping |
| 14 | Vertical Filling Cabinet | 19094 | 7 | 133657 | Shopping |
| 15 | Laboratory Work Bench (Supply and Installation) | 118400 | 1 | 118400 | Shopping |
| Total | | | | 18,68,177 | |

List of equipment/goods items approved by the procurement committee**Centre for Environment**

| Sl. No | Item Name | Unit cost in rupees | Quantity | Total Cost in Rupees | Type of Procurement |
|---------------|---|----------------------------|-----------------|-----------------------------|----------------------------|
| 1 | Lab ultra pure water system with Pre RO system | 375004 | 1 | 375004 | Shopping |
| 2 | Analytical weighing balance | 98000 | 1 | 98000 | Shopping |
| 3 | COD digesters | 52,510 | 1 | 52510 | Shopping |
| 4 | Muffel furnace | 72,629 | 1 | 72629 | Shopping |
| 5 | Pyrolysis | 172,280 | 1 | 172280 | Shopping |
| 6 | Biogas digester | 76,700 | 1 | 76700 | Shopping |
| 7 | Incubator | 94,400 | 1 | 94400 | Shopping |
| 8 | pH probe and Sensor Cap for dissolved oxygen (DO) Probe | 57912 | 1 | 57912 | Shopping |
| 9 | Hardware Including Software (GNSS compatible Drone) | 2000000 | 1 | 2000000. | Shopping |
| 10 | constant temperature water bath | 90000 | 1 | 90000 | Shopping |
| 11 | UV/VIS spectrophotometer | 500000 | 1 | 500000 | Shopping |
| 12 | Fumigation hood | 173000 | 1 | 173000 | Shopping |
| 13 | Precision Weighing Balance | 44000 | 2 | 88000 | Shopping |
| 14 | Analytical Weighing Balance | 94000 | 1 | 94000 | Shopping |
| 15 | Micropiptte set | 55000 | 1 | 55000 | Shopping |
| 16 | Polycarbonate sheet shed | 249983 | 1 | 249983 | Shopping |
| Total | | | | 42,49,418 | |

Centre for Spatial Information and Technology

| Sl. No | Item Name | Unit cost in rupees | Quantity | Total Cost in Rupees | Type of Procurement |
|---------------|---|----------------------------|-----------------|-----------------------------|----------------------------|
| 1 | Photogrammetry Suite Hardware | 991200 | 1 | 991200 | Shopping |
| 2 | Oracle | 26550 | 15 | 398250 | Shopping |
| 3 | DotNet | 10148 | 15 | 152220 | Shopping |
| 4 | Upgradation of ERDAS and Photogrammetry Suite Software 2011 to 2017 | 885000 | 1 | 885000 | Shopping |
| 5 | Differential Global Positioning System (DGPS) | 1400000 | 1 | 1400000 | Shopping |
| 6 | Hand held GPS | 105000 | 2 | 210000 | Shopping |
| Total | | | | 40,36,670 | |

Centre for Water Resources

| Sl. No | Item Name | Unit cost in rupees | Quantity | Total Cost in Rupees | Type of Procurement |
|--------------|-------------------------------------|---------------------|----------|----------------------|---------------------|
| 1 | Desktop Computer | 59000 | 15 | 885000 | Shopping |
| 2 | 10KVA Online UPS | 306450 | 1 | 306450 | Shopping |
| 3 | Laminar Flow Table | 64900 | 1 | 64900 | Shopping |
| 4 | Tilting Flume Apparatus | 165200 | 1 | 165200 | Shopping |
| 5 | Pipe Surge & Water Hammer Apparatus | 112100 | 1 | 112100 | Shopping |
| 6 | Free & Forced Vortex Apparatus | 64900 | 1 | 64900 | Shopping |
| 7 | Rota Meter Test RIG Apparatus | 44840 | 1 | 44840 | Shopping |
| 8 | Pitot Static Tube Apparatus | 53100 | 1 | 53100 | Shopping |
| 9 | Hydraulic Ram Test RIG | 112100 | 1 | 112100 | Direct |
| 10 | Cavitation Apparatus | 188800 | 1 | 188800 | Shopping |
| 11 | Darcy's Law Apparatus | 53100 | 1 | 53100 | Shopping |
| 12 | Fluoride Meter | 139283 | 1 | 139283 | Shopping |
| 13 | Autoclave | 321200 | 1 | 321200 | Shopping |
| 14 | COD Heater Block | 115640 | 1 | 115640 | Shopping |
| 15 | Visible Spectrophoto Meter | 350000 | 1 | 350000 | Shopping |
| 16 | Chlorophyl Meter | 377000 | 1 | 377000 | Shopping |
| 17 | 200MHz Antenna for GPR | 826000 | 1 | 826000 | Direct |
| 18 | Visual Modflow Flex Prov.5.0 | 212400 | 1 | 212400 | Direct |
| 19 | 25 Degree FOV for Spectroradiometer | 378525 | 1 | 378525 | Direct |
| Total | | | | 47,70,538 | |

Center for Nano Science And Technology

| Sl. No | Item Name | Unit cost in rupees | Quantity | Total Cost in Rupees | Type of Procurement |
|--------------|---|---------------------|---------------------------|----------------------|---------------------|
| 1 | Programmable Tubular Furnace with controlled atmosphere | 649000 | 1 | 649000 | Shopping |
| 2 | Inter Face - Gas Sensing Probe | 118802 | 1 | 118802 | Direct Shopping |
| 3 | FTIR (Fourier Transform InfraRed Spectrophotometer) | 1600000 | 1 | 1600000 | Shopping |
| 4 | Ultrasonic Homogenizer | 598500 | 1 | 598500 | Shopping |
| 5 | silver and copper Inter digitated electrodes | 236000 | 2 box (50 pieces and zig) | 236000 | Shopping |
| 6 | Mixed Gas Cylinders with Regulators | 99887 | 1 | 99887 | Shopping |
| 7 | AFM contact and non-contact tips | 236000 | 2 boxes of 50 pieces | 236000 | Direct Shopping |
| 8 | Muffle Furnace | 50000 | 1 | 50000 | Shopping |
| 9 | Programmable spin coating unit | 199863 | 1 | 199863 | Shopping |
| 10 | Ion Specific Detector | 212388 | 1 | 212388 | Shopping |
| Total | | | | 40,00,440 | |

Centre for Biotechnology

| Sl. No | Item Name | Unit cost in rupees | Quantity | Total Cost in Rupees | Type of Procurement |
|--------------|---|---------------------|----------|----------------------|---------------------|
| 1 | Table Top Centrifuge | 170000 | 1 | 170000 | Shopping |
| 2 | Ion analyzer | 115640 | 1 | 115640 | Shopping |
| 3 | Bacteriological Incubator | 210000 | 1 | 210000 | Shopping |
| 4 | Low Temperature BOD Incubator | 672600 | 1 | 672600 | Shopping |
| 5 | Bacteriological Laminar Air Flow Chamber | 170100 | 1 | 170100 | Shopping |
| 6 | Microscope (Basic) | 32449 | 6 | 194695 | Shopping |
| 7 | Spectrophotometer (Only Visible) | 90247 | 1 | 90247 | Shopping |
| 8 | Inverted Microscope for cell culture | 251318 | 1 | 251318 | Shopping |
| 9 | Ultrapure water system | 198900 | 1 | 198900 | Direct |
| 10 | Water Bath With Shaker | 75399 | 1 | 75399 | Shopping |
| 11 | Digital Weighing Balance | 38151 | 2 | 76302 | Shopping |
| 12 | Cold Centrifuge | 777600 | 1 | 777600 | Shopping |
| 13 | Ph Meter With Buffers | 18273 | 3 | 54820 | Shopping |
| 14 | Electrophoresis (Vertical & Horizontal) with Powerpack: | 118584 | 1 | 118584 | Shopping |
| 15 | Gel Doc | 434362 | 1 | 434362 | Shopping |
| 16 | Bacteriological Aircurtain | 58320 | 1 | 58320 | Shopping |
| 17 | ELISA Reader | 254664 | 1 | 254664 | Shopping |
| 18 | Biosafety cabinet | 225504 | 1 | 225504 | Shopping |
| 19 | Computers | 22050 | 5 | 110250 | Shopping |
| Total | | | | 42,59,305 | |

Center for Chemical Sciences and Technology

| Sl. No | Item Name | Unit cost in rupees | Quantity | Total Cost in Rupees | Type of Procurement |
|---------------|-------------------------|----------------------------|-----------------|-----------------------------|----------------------------|
| 1 | Mass Spectrometer | 3600000 | 1 | 3600000 | Shopping |
| 2 | Low Temperature Reactor | 850000 | 1 | 850000 | Shopping |
| 3 | 2 Ton Split Ac | 49450 | 1 | 49450 | Shopping |
| Total | | | | 44,99,450 | |

Annexure-IV

GUIDELINES ON TA/DA NORMS FOR ALL TYPES OF TEQIP-III ACTIVITIES

The Guidelines on TA/DA norms are appended below for faculty and staff who will be attending any meeting / conference / workshop / training etc. at the institution other than their own institution.

1. Travel Allowance Entitlement

Table-1

| Grade Pay / AGP of Individual (6th Pay) | Pay level (7th Pay) | Travel by Air | Travel by Train | Travel by Road |
|---|---------------------------------------|-----------------------------|----------------------------|---|
| Rs.7600/- and above | 12 and above | Economy Class by Air India* | AC First class | AC/ordinary taxi, Auto / AC Bus |
| Rs.5400/- to below Rs. 7600/- | 9-11 | | AC-II Class | Ordinary Taxi, Auto / AC Bus |
| Rs.4200/- to below Rs.5400/- | 6-8 | Not Eligible | AC-II Tier / AC Chair Car | Ordinary Taxi / Auto Rickshaw / Any Public Bus incl. AC Bus |
| Below Rs.4200/ | Below 5 | Not Eligible | AC-III Tier / AC Chair Car | Auto rickshaw / Any Public Bus except AC Bus |

*However, on non-availability of Air India Flights connecting two places or non-availability of ticket in Air India flights, Private Airlines by economy class may be allowed subject to the condition that the fare charged is not more than the Air India fare.

2. Daily Allowance (D.A) Entitlement: Entitlement of D.A will be as per the following as per the note given below the table-2:

Table-2

| Grade Pay / AGP of Individual(6th Pay) | Pay level (7th Pay) | Hotel charges per day (Max.) | Food bill per day (Max.) | Local Travel with the City (Max.) per day |
|--|---------------------------------------|-------------------------------------|---------------------------------|--|
| Rs.10000/- and above | 14 and above | Rs.7500/- | Rs.1200/- | AC Taxi charges upto 50 KMs within the city |
| Rs.7600/- to below Rs. 10000/- | 12-13 | Rs.4500/- | Rs.1000/- | AC Taxi charges upto 50 KMs within the city |

| | | | | |
|-----------------------------------|-----------|-----------|----------|---|
| Rs.5400/- to below Rs.7600/- | 9-11 | Rs.2250/- | Rs.900/- | Non AC Taxi charges upto Rs.338/- within the city |
| Below Rs.4200/ to below 5400/- | 6-8 | Rs.750/- | Rs.800/- | Non AC Taxi charges Upto Rs.225/- within the city |
| Below Rs.4200/- | 5 & below | Rs.450/- | Rs.500/- | Non AC Taxi charges Upto Rs.113/- within the city |

- i. Reimbursement of Hotel charges:** For levels 8 and below, the amount of claim (up to ceiling) may be paid without production of vouchers against self-certified claim only. The self-certified claim should clearly indicate the period of stay, name of dwelling etc. Additionally, for stay in Class 'X' cities, the ceiling for all employees upto Level 8 would be 1000 per day, but it will only be in the form of reimbursement upon production of relevant vouchers. The ceiling for reimbursement of hotel charges will further rise 25% whenever DA increases by 50 %.
- ii. Reimbursement of Local Traveling charges:** Similar to Reimbursement of staying accommodation charges, levels 8 and below, the claim (up to the ceiling) may be paid without production of vouchers against self-certified claim only. The self-certified claim should clearly indicate the period of travel, vehicle number etc. The ceiling for levels will further rise by 25% whenever DA increases by 50%. For journeys on foot, an allowance of Rs.12/- per kilometer travelled on foot shall be payable additionally. This rate will further increase by 25% whenever DA increases by 50%.
- iii. Reimbursement of Food charges :-** There will be no separate reimbursement of food bills. Instead, the lump sum amount payable will be as per Table-2 above and, depending on the length of absence from headquarters, would be regulated as per Table-3 below. Since the concept of reimbursement has been done away with, no vouchers will be required. The lump sum amount will increase by 25% whenever DA increase by 50%.
- iv. Timing restrictions:**

Table-3

| Length of absence | Amount payable |
|--|-------------------------|
| If absence from headquarters is <6 hours | 30% of Lump sum amount |
| If absence from headquarters is between 6-12 hours | 70% of Lump sum amount |
| If absence from headquarters is >12 hours | 100% of Lump sum amount |

Absence from Head Quarter will be reckoned from midnight to midnight and will be calculated on a per day basis.

Note:

1. In case of places not connected by rail, travel by AC bus for all those entitled to travel by AC-II tier and above by train is allowed.
2. In case journey is performed by Taxi and more than one person from same college attends the workshop at same place, then the Taxi should be hired on sharing basis and the fare will be reimbursed proportionately to all the travelers.
3. In case road journey is performed by own car, copy of RC is to be submitted mandatorily.
4. Boarding Passes/Tickets (including Train, Bus etc.) Fare receipts of Taxi and Auto / Bill of Hotel & Foodcharges are to be deposited at the time of preferring the claim.
5. At place where no specific rates have been prescribed either by the Directorate of Transport of the concerned State or of the neighboring States:

| | |
|---|----------------|
| For journeys performed in own car / taxi | Rs.24/- per KM |
| For journeys performed by auto rickshaw, own scooter etc. | Rs.12/- per KM |

**NORMS FOR PAYMENT OF HONORARIUM TO
GUESTS FOR LECTURE/SEMINAR/ WORKSHOP/ MEETING ETC.**

These guidelines shall be applicable for paying honorarium to the Experts invited from institute/ industry for delivering lectures in Workshop/ Seminar or delivering key note address in conferences/ symposia or attending meetings of various statutory authorities like BoS, Examination Committee, Academic Council, BoG (Under UGC autonomous guidelines), Industry Consultation Committee etc.

1. **Persons from Institutions of National Importance (INIs), Industry Expert and institutions participating in TEQIP-III:**Rs. 5000/- per day/ meeting
2. **Persons from Non-TEQIP Institutions:**
 - (a) Rs. 4000/- per day for Principal/Professor/Associate Professor
 - (b) Rs. 3000/- Per day for Assistant Professor/ Contract faculty

Note:

- 1.No honorarium is payable to the faculty/ Professor the activities (Lecture/Seminar/Workshop/meeting) of own institution.
- 2.No honorarium is payable to the faculty /person from Mentor/Mentee Institute for the activities under twinning arrangement.

It supersedes the corresponding point 2.1a. i.iv (1.1 and 1.3 institutions) and point 2.2b bullet 2nd (ATUs) for internal faculty/ persons as given in the permissible and non-permissible expenditure