



Ref. No. NITJ/TEQIP-II/ 1149

Dated: 22/01/2015

Sub: Proceeding of the meeting held on 15.01.2015

A meeting of all the existing and former Nodal Officer's of TEQIP-II was held on 15.01.2015 at 11:30 AM in the Institute Committee Room. The following members were present:-

1. Dr Joseph Anand Vaz, Coordinator TEQIP-II
2. Dr A K Choudhary, Dy. Coordinator TEQIP-II
3. Dr Sarabjeet Singh, Nodal Officer (Finance)
4. Dr Pramod Kumar, Nodal Officer (Academics)
5. Dr D K Shukla, Nodal Officer (Procurement)
6. Dr S Bajpai, Nodal Officer (EAP)
7. Dr Rizwan Ahmad Khan, Nodal Officer (Civil Works and Environment)
8. Dr Rajeev Trehan, Nodal Officer (IIIA)
9. Dr R S Bharj, Former Nodal Officer (Procurement)
10. Dr Ajay Bansal, Former Nodal Officer (EAP)

All the new members of TEQIP-II were welcomed. The former members were thanked for their contributions.

The following points were discussed:

1. Dr R S Bharj, Former Nodal Officer (Procurement) briefed about all the activities of Procurement that are in pipeline. Dr R S Bharj was of the opinion that the limit of Rs. 24.00 Lacs to each department for procurement should be waived off.
2. Dr Ajay Bansal briefed about the draft formulation of activities under Equity Action Plan which could be useful to the new TEQIP team.
3. During the review, it was clear that the TEQIP-II Project had a sanctioned grant of Rs. 12.50 Crore. The grant received so far is Rs. 5.50 Crore. The amount utilized so far was approx. Rs. 2.25 Crore only including committed expenditure. Further, the project which was supposed to be completed by December 2014, was extended upto October 2016.

The balance of Rs. 7.00 Crore would be released only after utilization of 60% of the grant already received earlier (Rs. 5.50 Crore)

Since several members were new, it was decided that all the concerned Nodal Officer's would go through their respective responsibilities, thoroughly. They were asked to know the complete details of their respective objective, methodology, work in pipeline, available budget, detailed plan of action to implement the objectives, etc. Any approval for fast tracking of the objectives, required from the Director or the Chairman BOG would have to be proposed.

4. All Nodal Officer's were of the opinion that Procurement processes should be expedited in order to achieve the objective within the stipulated time.
5. It was decided in the meeting that there was a need of regular monitoring of activities of TEQIP-II. All the Nodal Officer's and Coordinator would meet atleast once a week. Timing for the meeting would be intimated to all the concerned in consultation, by the TEQIP Cell.

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6. Incentive should be given as a token to staff members of the Institute to encourage them to take interest in TEQIP project activities and guidelines for this would be proposed in the next meeting.
7. It was unanimously agreed to have an Imprest of Rs. 15,000 /- with the TEQIP Cell, keeping in view that this was to meet the day to day operating cost. The expenditure towards the Imprest would be met out of TEQIP fund under the Head "Incremental Operating Cost".

Coordinator TEQIP

Copy to following:

1. PA to Director, for kind information of the Director
2. Registrar, for kind information please
3. Dr A K Choudhary, Dy Coordinator TEQIP-II
4. Dr Sarabjit Singh, Nodal Officer (Finance)
5. Dr Pramod Kumar, Nodal Officer (Academics)
6. Dr D K Shukla, Nodal Officer (Procurement)
7. Dr S Bajpai, Nodal Officer (Equity Action Plan)
8. Dr Rizwan Ahmad Khan, Nodal Officer (Civil Works & Environment)
9. Dr Rajeev Trehan, Nodal Officer (Industry Institute Interaction Activities)
10. Dr R S Bharj, Former Nodal Officer (Procurement)
11. Dr Ajay Bansal, Former Nodal Officer (Equity Action Plan)