

INDIAN INSTITUTE OF ADVANCED STUDY, SIMLA

Tenth meeting of the Finance Committee

Venue: Dr. K.G. Saiyidain's residence  
Jamia Millia Islamia  
New Delhi-25

Date: July 16, 1971

Time: 11.00 a.m.

PROCEEDINGS

Present

- 1. Dr. K.G. Saiyidain : Chairman
- 2. Professor M.V. Mathur : Member
- 3. Professor V.K. Gokak : Member
- 4. Shri R.S. Chitkara : Member
- 5. Shri O.P. Mohla : Member
- 6. Shri S.L. Chaudhry : Secretary

At the outset it was pointed out that the action taken on the decisions of the previous meeting should be reported at the subsequent meeting of the Finance Committee. It was decided that an item to this effect should be included in the agenda of each meeting of the Finance Committee in future.

The following decisions were taken regarding the agenda before the meeting:-

Item No. 1: To consider and approve the allotment rules in respect of Guest House of the Institute.

It was decided that the allotment rules might be redrafted and rearranged and called 'allotment rules in respect of guests' instead of 'allotment rules in respect of Guest House'. Rule No. 10 should be reworded and combined with Rule No. 1. Insofar as it concerns the charges for overstay, it was decided that the same should be equal to three times instead of five times and ten times the usual rent for the period of overstay. As regards Rule No. 5 the words 'if necessary' should be deleted.

It was decided that Rule No. 5 should be reworded as follows:

"Guest Lecturers, Guest Fellows, Visiting Professors and Participants in Seminars should be allowed free accommodation. Members

of the Governing Body, the Society, the Finance Committee and the Selection and other official Committees of the Institute should be allowed free accommodation when they are on a visit to the Institute, apart from regular meetings when they would receive their D.A. according to rules.

Item No. 2: To consider the grant of a coordinating allowance of Rs.200/- p.m. to Dr. S.C. Malik, Coordinator of the Project, "Sourcebook of Ancient Indian and Asian Civilization" with effect from 1st December, 1970.

It was decided to give Dr. S.C. Malik a total honorarium of Rs.1700/- per month inclusive of a coordinating allowance of Rs.200/- p.m. from 1st December, 1970.

Item No. 3: To consider the grant of 57 days 'leave not due' from December 26, 1970 to February 20, 1971 to Shri N.C. Chatterjee, Publications Officer

The Finance Committee would have no objection to the grant of 57 days 'leave not due' from December 26, 1970 to February 20, 1971, to Shri N.C. Chatterjee, Publications Officer, if the Governing Body approved of it.

As arising out of this, it was decided that all leave applications should go directly to the Governing Body.

Item No. 4: To consider the proposal for purchase of Xerox machine for the Institute Library and creation of a post of Xerox Operator in the scale of pay of Rs.150-5-220-10-320 plus usual allowances.

The Finance Committee approved the proposal subject to the condition that plan money is available during the current financial year, 1971-72. In case it is not available, the proposal is approved provided the expenditure is <sup>met</sup> made within the overall budget provision.

As regards the creation of post of Xerox Operator, the Finance Committee approved the proposal in the scale of Rs.150-5-220-10-320 plus allowances. The qualifications prescribed for the post may be got approved by the Governing Body. The post should be filled in after the Xerox machine has arrived.

FIRST SUPPLEMENTARY AGENDA

Item No. 1: To consider the creation of posts for Library and Core Fellows sanctioned in the Fourth Five Year Plan

The Finance Committee approved the creation of posts in the Library and for the Core Fellows with effect from 1st September, 1971, except that in place of three posts it was decided to have two posts for the Core Fellows. It was also decided that the posts meant to assist the Core Fellows may be filled in after the Core Fellows have actually joined the Institute.

SECOND SUPPLEMENTARY AGENDA

Item No. 1: Cut imposed by the Ministry of Education & Social Welfare in the approved budget estimates of the Institute for the current financial year 1971-72

It was decided that the revised budget estimates may be prepared giving item-wise details and got approved by the Ministry of Education and Social Welfare. As regards contingencies, it was decided that, in view of the justification given, reappropriation may be <sup>made</sup> ~~had~~ from the savings available under other heads within the approved grants during the current financial year.

Item No. 2: To consider the grant of leave to Miss Jaya Appasamy, Fellow.

The Committee had no objection to the grant of 26 days leave on medical grounds and the remaining 6 days as extraordinary leave to Miss Jaya Appasamy if the Governing Body approved of it.

It was thought that normal leave rules should be applicable to Fellows.

The general question of medical leave admissible to Fellows should first be sent to the Ministry for consideration and then put up to the Governing Body.

Item No. 3: To consider the representation of Dr. H.B. Singh, Resident Medical Officer of the Institute for placement in a regular scale of pay

The representation of Dr. H.B. Singh, Resident Medical Officer, regarding placement in a regular scale of pay was considered. While it was the general view that the case deserved consideration, it was thought

that benefit could be given either by way of an increase in the non-practising allowance to a suitable extent considering the enhancement of D.A. and Intern Relief by which the officer had not benefitted or by placement in a regular scale. Information should also be furnished on whether the Resident Medical Officer, Delhi University is provided with rent-free quarters, while putting up the item to the Governing Body.

Item No. 4: Grant of Overtime Allowance to the members of the Staff.

It was decided that no grant of overtime allowance to the members of staff should be recommended. Instead a fixed honorarium should be paid to a member of staff <sup>at the discretion of the directors</sup> if he was required to work overtime during the periods of rush of work.


As for the drivers of the staff cars, the schedule of overtime allowance as laid down in the staff car rules should be followed.

Item No. 5: Revision of the scale of the post of P.A. to Registrar and Stenographers from Rs.210-10-290-15-320-EB-15-425 to Rs.210-10-270-15-300-EB-15-450-EB-20-530.

It was decided that, in view of the ban on the revision of Pay scales, this might be postponed.

The meeting came to an end with a vote of thanks to the chair.

  
(Prof. V.K. Gokak)  
Member

  
(Dr. K.G. Saiyidain)  
Chairman