

TENTATIVE

INDEX

FIFTEENTH EXECUTIVE COUNCIL MEETING DATED 05.04.2008

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TENTATIVE AGENDA FOR THE FIFTEENTH EXECUTIVE COUNCIL
MEETING DATED 05.04.2008

1. Felicitation of Hon'ble Mr. Justice Rajeev Gupta, Hon'ble Chief Justice, High Court of Chhattisgarh & the Chancellor, HNLU.
2. Approval of the minutes of the fourteenth Executive Council meeting dated 27.01.2008
3. Preparation of Regulation for Annual Report as per Section 25 of University Act.
4. Preparation of draft annual report.
5. Discussion regarding First Convocation of the University
6. Placing minutes of the Building Committee meetings dated 11.10.2007 & 13.01.2008 for perusal and approval.
7. Approval of payments made to NCC.
8. Discussion regarding appointment of University Engineer-in-Charge.
9. Discussion on the issue of additional construction work.
10. Approval for advertising posts required for Six Schools of Excellence and posts of Registrar and Finance Officer.
11. Discussion on constituting a committee to review HNLU Staff Regulations.
12. Any other matter with the permission of the chair.

**TENTATIVE NOTES ON AGENDA FOR THE
FIFTEENTH EXECUTIVE COUNCIL MEETING DATED 05.04.2008**

1. **Felicitation of Hon'ble Chief Justice, High Court of Chhattisgarh & the Chancellor, HNLU.**

Notes:

Hon'ble Mr. Justice Rajeev Gupta, Hon'ble Chief Justice, High Court of Chhattisgarh & the Chancellor will be felicitated by the Executive Council during his first visit to HNLU.

2. **Approval of the minutes of the fourteenth Executive Council meeting dated 27.01.2008**

Notes:

Minutes of the fourteenth Executive Council meeting dated 27.01.2008 are placed for perusal and approval. (Page Nos. 8-10).

3. **Preparation of Regulation for Annual Report as per Section 25 of University Act.**

Notes:

Draft regulation for Annual Report has been prepared by Shri Prashant Mishra, Advocate General Chhattisgarh which is placed for perusal and approval. (Page Nos.12-18)

4. **Preparation of draft annual report.**

Notes:

Draft annual reports shall be placed for perusal & preparation of annual reports by the Executive Council.

5. **Discussion regarding First Convocation of the University**

Notes:

Hon'ble Chief Justice of India and the Visitor of the University has provided his kind consent to preside over the First Convocation and deliver Convocation Address on 05.07.2008. We had approached the other National Law Universities for obtaining details of Convocation conducted by them and the formats of degrees, certificates etc. We have received a report regarding First Convocation from NLIU, Bhopal. We have also received formats of Grade Sheet, Degree Certificate, Medal Certificate and Ceremonial Sheet from NALSAR pertaining to their 5th Annual Convocation and also received names of agency & firm for the purpose of Gold Medal and stitching of Convocation Gowns. If permitted we may follow the same or otherwise.

6. **Placing minutes of the Building Committee meetings dated 11.10.2007 & 13.01.2008 for perusal and approval.**

Notes:

Some objections were informed by the Vice-Chancellor to the fourteenth Executive Council in its meeting dated 27.01.2008 which were complied with as per the recommendations given by expert committee in meetings dated 24.01.2008 and 11.02.2008.

Now, once again the minutes of Building Committee meeting dated 11.10.2007 & 13.01.2008 are placed for perusal and approval. (Page Nos.19-22)

7. **Approval of payments made to NCC.**

Notes:

A contract agreement, for construction of building of Hidayatullah National Law University was signed on 20.05.2004 between NCCL & HNLU. Work order for construction was issued on 20.05.2004. Advance of Rs.32.00 Lacs was paid by HNLU on request to NCCL.

As per the decision of the Eighth Executive Council, mobilization advance of Rs.3.92 Crores (inclusive of Rs.32.00 Lacs already paid) was given to NCCL. as on 09.06.2006. NCCL was paid escalation charges against 3 Escalation bills on 25.10.2007 & 01.11.2007 after approval of Building Committee in consultation with Advocate General Chhattisgarh, as directed by the Executive Council.

All the R.A. Bills of NCC were paid after approval of Building Committee/Hon'ble Law Minister, Govt. of Chhattisgarh, on recommendations of University Engineer, Experts from P.W.D./Experts from Consulting Company as under:

Bill No.	Amount Paid	Date of payment	Recommended/verified by (as Engineer-in-Charge, HNLU)
R.A. 001	4312495.55	01/05.12.06	Shri R.K. Verma, E.E. P.W.D.
R.A. 002	11957374.00	22.12.06	Shri R.K. Verma, E.E. P.W.D.
R.A. 003	31363604.00	24.02.07	Shri R.K. Verma, E.E. P.W.D.
R.A. 004	34499963.00	29.03.07	Shri R.K. Verma, E.E. P.W.D.
R.A. 005	38694845.00	09.05.07	Shri R.K. Verma, E.E. P.W.D.
R.A. 006	23797134.00	16.06.07	Shri R.K. Verma, E.E. P.W.D.
R.A. 007	19602251.00	16.06.07	Shri R.K. Verma, E.E. P.W.D.
R.A. 008	31932068.00	16.06.07	Shri R.K. Verma, E.E. P.W.D.
Esc. 001	39145793.00	25.10.07	Shri L.D. Badonia, A.E. HNLU & Divisional Accounts Officer, P.W.D., Raipur
Esc. 002		01.11.07	
Esc. 003			
R.A. 009	15230950.00	27.02.08	Shri N.K. Jayant, E.E. P.W.D. & Shri Sudhir Deshpande
R.A. 010	14552715.00	27.02.08	Shri N.K. Jayant, E.E. P.W.D. & Shri Sudhir Deshpande
R.A. 011	10330389.00	27.02.08	Shri N.K. Jayant, E.E. P.W.D. & Shri Sudhir Deshpande
	275419581.55		
R.A. 012	21284129.00		Shri N.K. Jayant, E.E. P.W.D. & Shri Sudhir Deshpande
R.A. 013	8327040.00		Shri N.K. Jayant, E.E. P.W.D. & Shri Sudhir Deshpande

Approval is sought from the Executive Council for the payment of mobilization advance, escalation & R.A. bills made to NCC as mentioned above.

8. **Discussion regarding appointment of University Engineer-in-Charge.**

Notes:

It was decided in the 14th Executive Council meeting that the Vice-Chancellor should appoint University Engineer-in-Charge to comply with the requirements of the building contract. As discussed in the Executive Council meeting and as recommended by Shri Arshad Hidayatullah, Shri S.C. Deshpande, Consulting Engineer, Sewri Consultants visited HNLU on 13.02.2008 for the purpose of

going through the contract documents, correspondences, visit the site, to interact with the parties to the contract for expediting the construction work and resolve the pending issues. Shri Sudhir Deshpande was requested to be the Engineer-in-Charge for the project and also requested to intimate the terms and conditions of his appointment.

Shri Sudhir Deshpande has refused to be the Engineer-in-Charge of the building project. He has submitted alternative draft proposals for consultancy services describing the manner of his involvement in the project and financial terms related to the same. (Page Nos.23-28)

He intends to give a presentation before the Executive Council regarding his suggestions on construction activities, his proposal and offer for providing consultancy services, and suggestions on certain other issues.

Placed before the Executive Council for discussion and further necessary action.

9. **Discussion on the issue of additional construction work.**

Notes:

(a) The University had received letter No.CE/RR/HIC/6014 dated 11.12.2007 vide which CSEB had communicated approval for sanction of 1500 KVA HT power supply on 33KV for HNU campus subject to submission of necessary documents and deposit of security deposit & line charges within two months and that the aforesaid approval is subject to the condition that the University would be required to pay Rs.9,75,000/- i.e. @ Rs.650/- per KVA being supply affording charges at the time of agreement and also required to pay cash security deposit of Rs.38,33,640/- equivalent to one-and-half months estimated consumption charges (out of which 50% i.e. Rs.19,16,820/- is to be deposited while execution of agreement and balance 50% i.e. Rs.19,16,820/- before availing supply). The total amount required to be deposited with C.S.E.B. for availing 1500 KVA HT Power supply on 33 KV is Rs.48,08,640/- (Rupees Forty Eight Lacs Eight Thousand Six Hundred and Forty).

The matter was placed before the Building Committee in its meeting dated 13.01.2008 wherein the B.C. decided that "Since C.S.E.B. is a government institution and the amount is essentially required to be paid for electricity supply, the amount should be paid from the additional grant of Rs.10.00 Crores disbursed to the University during the year 2006-2007. Since the demand note has been sent by C.S.E.B. subsequent to the proposal of additional work, State Government may be requested for necessary funds".

Accordingly payment of supply affording charges and security deposit has been made to C.S.E.B. **The matter is placed before Executive Council for approval.**

(b) The 12th Executive Council meeting was held on 12.05.2007. The issue pertaining to additional work required for completion of the permanent campus was placed before the Executive Council. As desired Shri Prashant Mishra, Chairman, State Bar Council went through the contract agreement

and confirmed that the proposed additional work does not form part of the contract agreement. The proposal for making adequate budget provision for additional work was provisionally accepted by the Executive Council subject to scrutiny and approval of the building committee. After scrutiny and approval of building committee in meeting dated 10.08.2007, proposal for additional work was sent to the state government. As per recommendations of 13th Executive Council, two distinct proposals were sent to State Government; one on the issue of additional works required and other on the issue of enhancement/increase in the budget of the building construction work already covered under the contract.

The building committee in its meeting dated 11.10.2007 discussed the issue of carrying out additional construction work. Hon'ble Law Minister Government of Chhattisgarh opined that going for a new agency may cause further delay in completion of the construction work. The additional construction work may cross expenditure of more than Rs.10.00 Crores hence following tender procedure is a must. In that process, if the proposal of NCC is found reasonable, the additional construction work may be got completed from NCC.

Looking to the urgent requirements, it is proposed that the work of interlocking chequered blocks may be got done through NCC as per the rates of this item approved by the State Government in the International Cricket Stadium Project. The interlocking chequered blocks are required around the academic and administration building, pathway connecting the hostel buildings with main building, and around various other buildings.

Also looking to the urgent requirement, initially barbed-wire fencing work may also be got done around the campus in view of the following facts:

- (i) Campus boundary is yet to be determined.
- (ii) The four-lane road coming up is 100mtrs. away from our campus. 5.00 acres of land allotted to the University are on the other side of the road.
- (iii) The fencing that we would be using can be reusable for making distinction of girls hostel, boys hostel, family quarters etc. and different blocks within the campus.

The matter is placed before Executive Council for approval.

- (e) A proposal of intensive plantation was received from Forest Department which was placed before the Building Committee in its meeting dated 13.01.2008. As per the proposal, intensive plantation of 22000 plants on an area of 20 Hectares is to be carried out with estimated expenditure of Rs.26.93 Lacs in the first year. In the second year, Rs.10.40 Lacs will have to be paid for maintenance.

The Building Committee has recommended that payment of the above amount should be made to the Forest Department from the additional grant of Rs.10.00 Crores disbursed to the University during 2006-2007. State Government may subsequently be requested for necessary funds. **The matter is placed before Executive Council for approval.**

10. **Approval for advertising posts required for Six Schools of Excellence and posts of Registrar and Finance Officer.**

Notes:

The thirteenth Executive Council in principle approved the proposal of establishing Six Schools of Excellence in HNLU and directed that a detailed report may be placed before the Academic Council for approval. The detailed report approved by the Academic Council was placed in the fourteenth Executive Council meeting. The Executive Council in its meeting dated 27.01.2008 approved the detailed report which includes requirement & creation of the following posts:

Sl.	Name of the Post	Pay Scale	Posts reqd. for six schools
1	Professor	16400-450-20900	6
2	Associate Professor	12000-420-18300	12
3	Assistant Professor	10000-325-15200	12
4	Lecturer	8000-275-13500	12
5	Research Associate (T&R)	10000/- consolidated	12
6	Administrative Assistant	5000-150-8000	12
7	Office Assistant/Peon	2,550-55-2,600-60-3,200	12

The statutory posts of Registrar and Finance Officer are also required to be filled up. We have requested Hon'ble High Court of Chhattisgarh through the Law Department, Government of Chhattisgarh vide our letter No.HNLU/26/2006 dated 09.01.2006 for deputing a competent Officer as Registrar of the Hidayatullah National Law University. Vide our letter Nos. HNLU/2193/2006 dtd.17.08.2006, HNLU/2334/2006 dated 04.09.2006, HNLU/3156/2007 dtd.22.01.2007, HNLU/4533/2007 dtd.30.08.2007, HNLU/4735/2007 dtd.08.10.2007, HNLU/5342/2008 dtd.29.01.2008 we have requested the Finance Department and vide letter Nos.HNLU/2333/2006 dtd. 04.09.2006, HNLU/3942-3943/2007 dtd.16.05.2007, HNLU/4648/2007 dtd.18.09.2007 and HNLU/5446/2008 dated 22.02.2008 we have requested the Law Department, Government of Chhattisgarh to depute a competent officer as Finance Officer of HNLU but till date no Finance Officer could be deputed at HNLU.

As per Hidayatullah National University of Law Chhattisgarh Act 2003, the Registrar shall be appointed by the Executive Council on the recommendations of the Selection Committee constituted by the Executive Council under the Chairmanship of the Vice-Chancellor. As per the Act, the Finance Officer shall be appointed in the same manner in the case of the Registrar having such qualification as may be prescribed in the regulation.

Approval is sought from the Executive Council to advertise the above posts for establishing Six Schools of Excellence & statutory posts of Registrar and Finance Officer. Nomination of experts, to the Selection Committee for the posts of Registrar & Finance Officer, may also be made.

11. **Discussion on constituting a committee to review HNLU Staff Regulations.**

Notes:

Some of the provisions of HNLU Staff Regulations are not in conformity with "Hidayatullah National University of Law Chhattisgarh Act 2003", fundamental rules of the State Government of Chhattisgarh and norms of University Grants Commission. Hence it is proposed that a Committee, comprising of Advocate General Chhattisgarh, Vice-Chancellor, HNLU and a faculty member of the Executive Council, may be constituted to review and propose amendments to the HNLU Staff Regulations.

12. **Any other matter with the permission of the chair.**

MINUTES OF THE FOURTEENTH EXECUTIVE COUNCIL MEETING DATED
27.01.2008

The fourteenth Executive Council meeting of Hidayatullah National Law University was held on 27.01.2008 at 2.30 p.m. at the Conference Hall of the University wherein the following Hon'ble Members were present:

1. Hon'ble Mr. Justice S.B. Sinha, Judge, Supreme Court of India
2. Hon'ble Mr. Justice J. Bhalla, Chief Justice, High Court of Chhattisgarh & Chancellor, HNLU
3. Hon'ble Mr. Justice L.C. Bhadoo, Judge, High Court of Chhattisgarh
4. Hon'ble Mr. Justice S.K. Agnihotri, Judge, High Court of Chhattisgarh
5. Prof. (Dr.) M.K. Srivastava, Vice Chancellor, Hidayatullah National Law University
6. Shri Arshad Hidayatullah, Senior Advocate, Supreme Court of India
7. Shri Prashant Mishra, Advocate General, Chhattisgarh
8. Shri Vivek Ranjan Tiwari, Chairman, State Bar Council, Chhattisgarh
9. Shri R.S. Sharma, Secretary, Law & Legislative Affairs Dept., Government of Chhattisgarh
10. Mrs. Renu G. Pillay, Secretary, Finance Department, Government of Chhattisgarh
11. Prof. I.P. Massey, Faculty Member, HNLU
12. Prof. V.K. Dixit, Faculty Member, HNLU

The agenda items were taken up as under:

1. **Approval of the minutes of thirteenth Executive Council meeting dated 04.09.2007.**
Decision:
Minutes of the thirteenth Executive Council meeting dated 04.09.2007 perused and approved.
2. **Placing minutes of Selection Committee meetings for perusal and approval.**
Decision:
The minutes of Selection Committee meetings dated 22nd, 23rd and 24th of January 2008, perused and approved by the Executive Council. The Executive Council approved the recommendations of the Selection Committees for appointment of
 1. Ms. Sarah Sharma as Lecturer (Political Science)
 2. Ms. Ritu Sharma as Lecturer (Sociology)
 3. Mr. Channarti Ramesh Kumar as Lecturer (Law)
 4. Mr. Vijay Kumar Singh as Lecturer (Law)
 5. Mr. Vivek Dubey as Lecturer (Law)
 6. Mr. Subramanian Ramamurthy Subramanian as Lecturer (Law)
 7. Ms. Poonam Singh as Lecturer (Law)
 8. Mr. D.L.R. Balakrishna Satyah as Assistant Lecturer (Law)
 9. Mr. Amrendra Kumar Ajit as Assistant Lecturer (Law)
 10. Ms. Gita Singh as Assistant Lecturer (Law)It was also decided that appointment of one candidate recommended for the post of Assistant Lecturer (Law) might be got approved through circulation after obtaining comment of the subject expert.

3. **Placing minutes of the Seventh Academic Council meeting for perusal and approval.**

Decision:

The minutes and recommendations of the Seventh Academic Council meeting dated 26.10.2007 perused and approved by the Executive Council.

4. **Assurance to UGC for teaching posts.**

Decision:

UGC, New Delhi has sanctioned five teaching posts for HNLU i.e. 2P+2R+1H. at the end of Xth Plan period. As per UGC norms, to avail grant from UGC, the Executive Council of HNLU passes the following resolution:

RESOLUTION OF THE EXECUTIVE COUNCIL OF HNLU

"The Executive Council of the University hereby resolves to bear the burden of the posts sanctioned by UGC after the end of Plan period. Concurrence letter may be issued to the UGC"

5. **Preparation of Regulation for Annual Report as per Section 25 of University Act.**

Decision:

The draft regulation for Annual Report may be placed in the Executive Council meeting after receiving it from Shri Prashant Mishra, Advocate General, Chhattisgarh.

6. **Preparation of draft annual report.**

Decision:

The draft annual report may be placed in the Executive Council meeting after receiving draft regulation from Shri Prashant Mishra, Advocate General, Chhattisgarh.

7. **Discussion regarding First Convocation of the University.**

Decision:

The Executive Council decided that:

1. The First Convocation may be held preferably in July 2008.
2. In the first instance, Hon'ble Chief Justice of India, the Visitor of the University may be requested by the Vice-Chancellor; to Preside over the Convocation and deliver the Convocation Address
3. The Chief Justice, High Court of Chhattisgarh and the Chancellor of the University may distribute the degrees/certificates.
4. A corpus may be created for Gold Medal proposed to be donated by Shri Prashant Mishra.

8. **Placing minutes of Building Committee meetings dated 11.10.2007 & 13.01.2008 for perusal, approval and decision on various other issues.**

Decision:

Discussion regarding construction activities took place in the Executive Council meeting. Following decisions were taken by the Executive Council:

- (a) The matter may be deferred till the next Executive Council meeting.
- (b) The Vice-Chancellor should appoint University Engineer-in-Charge to comply with the requirements of building contract.

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9. **Placing leave application of Shri Uday Shankar before the Executive Council.**

Decision:

Extraordinary leave is granted subject to submission of undertaking by Prof. Uday Shankar that he will serve HNI.U after this academic/research programme.

10. **Placing the minutes of the Sixth Finance Committee for approval and issue of recovery of dues with relevant documents for perusal and decision of the Executive Council.**

Decision:

The Executive Council decided that notices might be sent to concerned persons for recovery of dues. Parawise reply should be given to the notice sent by Mr. A.K. Dubey after consulting Advocate General Shri Prashant Mishra. The matter relating to recovery of mess charges etc. be taken up with State Government in view of assurances given by the Law Minister.

11. **Any other matter with the permission of the chair.**

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COMPLIANCE REPORT

COMPLIANCE OF THE DECISIONS TAKEN BY THE FOURTEENTH EXECUTIVE COUNCIL MEETING DATED 27.01.2008

1. As per the decision of the fourteenth Executive Council meeting dated 27.01.2008, offer of appointment has been issued to the selected candidates.
2. The comments of the subject expert regarding one candidate sent to the members of the Executive Council have been got approved by circulation.
3. Hon'ble Chief Justice of India, the Visitor of the University has consented to preside over the convocation and deliver the convocation address on 5th July 2008.
4. Request has been made to Shri Prashant Mishra to donate amount for creating corpus for Gold Medal as proposed by him in the fourteenth Executive Council meeting.
5. Prof. Uday Shankar has submitted undertaking that he will serve HNU after the academic/research programme for which he has been granted Extraordinary Leave.
6. Notices for recovery of dues have been sent to concerned persons. Relevant documents have been sent to Shri Prashant Mishra for drafting/preparing parawise reply to the notice sent by Mr. A.K. Dubey.

HIDAYATULLAH NATIONAL LAW UNIVERSITY
RAIPUR, CHHATTISGARH

REGULATIONS FOR ANNUAL REPORT

HIDAYATULLAH NATIONAL LAW UNIVERSITY
ANNUAL REPORT REGULATIONS 2008

HIDAYATULLAH NATIONAL LAW UNIVERSITY
ANNUAL REPORT REGULATIONS 2008

CHAPTER 1
PRELIMINARY

1. Title :

These Regulations shall be called "Hidayatullah National Law University Annual Report Regulations 2008".

2. Definitions :

In these Regulations, unless the context otherwise requires :

- (i) "Academic Council" means the Academic Council of the University.
- (ii) "Academic Year" means a twelve month period during which a cycle of academic work is to be completed.
- (iii) "Act" means The Hidayatullah National University of Law Chhattisgarh Act, 2003 (No. 10 of 2003).
- (iv) "Executive Council" means the Executive Council of the University.
- (v) "Ordinances" means the Ordinances of the University made under and in accordance with the provisions of this Act.
- (vi) "Faculty" includes visiting faculty.
- (vii) "Financial Year" means a twelve month period commencing from the 1st of April of a year and ending on the 31st of March of the succeeding year.
- (viii) "Statutes" means the Statutes of the University made under and in accordance with the provisions of this Act.
- (ix) "University" means "The National University of Law, Chhattisgarh" established under Section 3 of The

Hidayatullah National University of Law Chhattisgarh Act,
2003.

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CHAPTER II
PREPARATION AND SUBMISSION OF ANNUAL REPORT

3. Preparation of Annual Report :

Subject to Section 25 of The Hidayatullah National University of Law, Chhattisgarh Act, 2003, the Executive Council shall prepare the annual report by 31st July covering each financial year and other activities of the academic year as prescribed by these regulation for submission to and approval of the General Council and for onward submission to the State Legislature.

4. Submission of Annual Report :

4.1 After preparation of the annual report, the Executive Council shall submit the same to the General Council on or before such date as deemed fit by the General Council. The General Council shall consider such report and may pass resolutions thereon and the Executive Council shall take action in accordance with the resolution. The action taken by the Executive Council shall then be intimated to the General Council.

4.2 Copies of the annual report along with the resolution of the General Council thereon shall be submitted to the State Government, which shall lay the same before the State Legislature at their next session.

CHAPTER III
CONTENTS OF ANNUAL REPORT

5. The annual report may contain the following particulars :

5.1 General Administration - A brief introduction regarding the overall functioning and administration of the University may be mentioned.

5.2 Authorities and Officers of the University - The membership of the General Council, the Executive Council, the Academic Council and the Finance Committee and other officers of the University should be mentioned.

5.3 Statutes, Ordinances and Regulations - The report must specify whether statutes, ordinances and regulations have been framed by the University in accordance with the relevant provisions of the Act and whether any amendments have been carried out in the same.

5.4 Faculty - List of faculty members and their accomplishments be mentioned.

5.5 Other Committees of the University - A brief mention may be made of special committees of the University such as Proctorial Board, Right to Information Cell, Anti - Ragging Committee and Gender Sensitization Committee.

5.6 Infrastructure - The report may contain the infrastructural facilities such as library services, computer centre, building and physical infrastructure, mess, campus, hostels, language lab, moot court hall, gymnasium and the like.

- 5.7 Financial Report / Fund of the University – The report may specify the contributions made to the University Fund during the year, the grants from the UGC and the State Government in general and for specific purposes or schemes for the financial year, whether any contributions from the University Fund have been utilized and in what manner for the purpose of the University by way of a financial report disclosing the opening balance, income and expenditure for the year and the closing balance.
- 5.8 Annual accounts and audit The report may specify the annual accounts prepared under the directions of the Executive Council and the audit report prepared by the auditors for the financial year.
- 5.9 Maintenance of Records – The report may specify the records maintained as per the General Financial Rules including cash book, cash advance registers, assets registers, dead stock register, stationery stock register, etc.
- 5.10 Schools of the University as Centres of Excellence – Mention may be made of the six schools of the University such as School of Juridical and Social Sciences (SJSS), School of Constitutional and Administrative Governance (SCAG), School of International Legal Studies (SILS), School of Science, Technology and Sustainable Development (SSTSD), School of Business and Global Trade Laws Development (SBGILD) and School of Administration of Justice, Continuing and Clinical Legal Education (SAJCCLC) and the activities carried out in their respective fields.
- 5.11 Introduction of pioneering / ground-breaking activities during the year – A brief mention may be made of any innovative activities introduced during the year in various fields such

as facilities to students, computer technology and automation, introduction of new courses during the year, provision of access to international law to students, introduction of new avenues for internship and placement of students and conferral of major opportunities in leading corporate sectors, introduction of new academic exchange programmes with foreign countries, other major events conducted during the year, convocation and centenary celebrations if any. library resources (books, journals, case law reports, digital resources), university publications, etc.

5.12 Student activities and achievements - These will include student bar association and activity based committees, moot court society, placement, internship and career opportunities of the students.

5.13 Endowments - These will include various endowments such as endowment for institution of scholarships, for creation of physical facilities, for institution of gold medals, endowment lectures, creation of student welfare fund and faculty development fund and the like.

5.14 Residuary - Compliance of any other mandatory provisions of the Act for conducting the affairs of the University may be specified.

MINUTES OF THE BUILDING COMMITTEE MEETING DATED 11.10.2007
HELD AT MANTRALAYA, RAIPUR (C.G.)

A Building Committee meeting of Hidayatullah National Law University was held on 11.10.2007 at 5.00 p.m. at Mantralaya, Raipur under the Chairmanship of Hon'ble Law Minister, Government of Chhattisgarh, Mantralaya, Raipur (C.G.). The following were present in the meeting:

1. Shri Brijmohan Agrawal, Hon'ble Law Minister, Govt. of Chhattisgarh
2. Prof. (Dr.) M.K. Srivastava, Vice-Chancellor, HNLU
3. Shri Prashant Mishra, Advocate General, Chhattisgarh
4. Shri J.P. Gupta, Superintending Engineer, P.W.D., Raipur Circle, Raipur
5. Mr. S. Shanthakumar, Faculty Member, HNLU
6. Mr. Uday Shankar, Faculty Member, HNLU
7. Shri P.C. Deharjee, Accounts Officer-II, HNLU

The agenda items were taken up as under:

1. **Approval of the minutes of Building Committee meeting dated 10.08.2007**

Notes:

The minutes of the building committee meeting dated 10.08.2007 placed in the meeting for perusal and approval.

Decision:

Minutes of the building committee meeting dated 10.08.2007 perused and approved.

2. **Discussion and decision on Escalation bill/charges claimed by the contractor – As per decision of the joint meeting of 5th General Council and 13th Executive Council meeting dated 04.09.2007.**

Notes:

As per the decision of the joint meeting of G.C. & E.C. dated 04.09.2007, the matter was discussed by the building committee in consultation with Shri Prashant Mishra, Advocate General Chhattisgarh & Hon'ble member of G.C. & E.C.

Decision:

Shri Prashant Mishra, Advocate General has informed that the provisions relating to escalation charges are given at two different places in the contract agreement. As per General Conditions of the contract agreement, compensation for material, labour and POL shall be worked out as per the formula given at page Nos.40 & 41. As per the special conditions, in the provision for escalation charges, it has been mentioned about escalation of prices of steel and cement. As per the contract agreement, the special conditions shall be read in conjunction with general conditions of contract agreement and if there are any provisions in Special Conditions, which are at variance with the general conditions, the provisions of the special conditions shall take precedence. The Building Committee is therefore approving the escalation bills of NCC, in principle, subject to approval of calculation etc. by the Accounts Department/P.W.D. as per formula given in the contract and as per price indices notified by RBI.

3. **Discussion and decision for carrying out the additional construction work.**
Decision: The Building Committee discussed the issue. Shri Brijmohan Agrawal, Hon'ble Law Minister, Government of Chhattisgarh opined that going for a new agency may cause further delay in completion of the construction work. The total work of additional construction may cross expenditure of more than Rs.10.00 Crores hence following tender procedure is a must. In that process if the proposal of NCC is found reasonable, the additional construction work may be got completed from NCC.
4. **Any other matter with the permission of the Chair**
The meeting concluded with vote of thanks.

W/613d
REGISTRAR
HIDAYATULLAH CHAND
LAW UNIVERSITY

MINUTES OF THE BUILDING COMMITTEE MEETING DATED 13.01.2008

A meeting of the Building Committee took place on 13.01.2008 at the residence of Hon'ble Law Minister, Government of Chhattisgarh wherein the following members were present:

1. Shri Brijmohan Agrawal, Hon'ble Law Minister, Govt. of Chhattisgarh, Chairman
2. Prof. (Dr.) M.K. Srivastava, Vice-Chancellor, Hidayatullah National Law University
3. Shri J.P. Gupta, Superintending Engineer, P.W.D., Raipur Circle, Raipur

The Chairman of the Building Committee specially invited Shri Samant Ray, Deputy Secretary, Law Department, Government of Chhattisgarh and representatives of NCC were also called.

1. **Approval of the minutes of Building Committee meeting dated 11.10.2007**

Proceedings/Decision:

The minutes of the building committee meeting dated 11.10.2007 perused and approved.

2. **Discussion and decision on the letter of C.S.E.B., Raipur for sanction of 1500 KVA HT Power supply on 33 KV.**

Proceedings/Decision:

The Building Committee meeting decided that since C.S.E.B. is a government institution and the amount is essentially required to be paid for electricity supply, the amount should be paid from the additional grant of Rs.10.00 Crores disbursed to the University during the year 2006-2007. Since, the demand note has been sent by C.S.E.B. subsequent to the proposal of additional work, State Government may be requested for necessary funds.

3. **Discussion and decision on proposal of Forest Department for intensive plantation.**

Proceedings/Decision:

The Building Committee meeting decided that since Forest Department is department of the government initially we should give work order for plantation activities for the first two years, as per the project report of Forest Department i.e. intensive plantation of 22200 plants on an area of 20 Hectares with estimated expenditure of Rs.26.93 Lacs in the first year on plantation and estimated expenditure of Rs.10.40 Lacs in the second year for maintenance. The amount should be paid from the additional grant of Rs.10.00 Crores disbursed to the University during the year 2006-2007. Since, the proposal of Forest Department has come subsequent to the proposal of additional work, State Government may be requested for necessary funds.

4. **Discussion on letter of the State Government regarding placing balance budget requirement for additional work in the 3rd supplementary budget in place of 2nd supplementary budget.**

Proceedings/Decision:

Hon'ble Law Minister stated that letter from the State Government is part of a routine process informing that provision of Rs.10.00 Crores has been made in the 2nd supplementary budget and the balance budget requirement is to be submitted in the 3rd supplementary for making budget provision.

5. Discussion regarding bills submitted by NCC.

Proceedings/Decision:

The Building Committee felt concerned about the report of the Superintending Engineer, P.W.D. and report of the Assistant Engineer, HNLU. The Building Committee decided that a committee should be constituted to review these reports, actual situation and demand of NCC so that there should not be violation of established norms nor there should be excess payment on any reason or without construction. Report of the Committee may be placed before the Executive Council.

6. Discussion regarding progress of work

Proceedings/Decision:

The slowing down of the work by the contractor was discussed in the building committee meeting. Hon'ble Law Minister has called representatives of the construction company. They have informed that because of pendency of payment of bills, the slowing down is quite obvious. Hon'ble Law Minister was of the view that let us wait for report of the committee and after that we may review it once again.

7. Discussion regarding tender form and tender process for additional work

Proceedings/Decision:

The Building Committee resolved that this matter should be placed before the Executive Council for their decision.

8. Any other matter with the permission of the Chair.

Proceedings:

The meeting concluded with vote of thanks.

H. G. 152
REGISTRAR
HIDAYATULLAH NATIONAL
LAW UNIVERSITY RAIPUR

Date: 12/03/2008

HNLU Construction Project-Draft Proposal D1 (Revised) 12/03/2008

Dear Dr. Srivastava,

Subsequent to the visit of the undersigned to Raipur on 3rd / 4th March 2008 and the discussions that followed on the above subject, considering your requirements it would be appropriate that we frame a revised Draft Proposal for providing Engineering Consultancy Services.

2. The Proposal will cover the involvement of the undersigned in the above Project along with a Team of Technical Personnel which is as given below in this Proposal. Further, as discussed with you, a Supervisory Architect will also be working in tandem with in the team of Technical Personnel to guide the Project from now on. The terms and conditions of this Supervisory Architect would be stated in a separate letter / document to be presented to you subsequently. It need not be emphasized that the services of a Supervisory Architect have become essential because the Contractor has shown his inability to provide such services, though it is an important part of his scope of work. Whatever are the agreed fees that are to be paid to the Supervisory Architect after due discussions and deliberations, it stands to reason that the same will be to the account of the present Contractor and this amount will be deducted from his bills in a stage – wise manner. This should be made explicit to the Contractor at this stage so that no disputes are revised with respect to this issue.
3. As far as our Proposal is concerned, the team that is being mounted by us will execute the required functions that the University might have expected from the 'Office of a University Engineer' and his accompanying Staff. The Proposal therefore incorporates the points that were discussed

in your office on 3rd / 4th March 2008 and goes forward, taking into consideration the work ahead including the Financial terms of my involvement.

4. From now on, 'Services' i.e., Electrical Engineering, Air-Conditioning, Lighting, Electricals for Computer Set-up, Control Systems etc. plays an important role. Hence, Services of an Electrical Engineer are being commissioned in the Team.

5. Designation

University Consulting Engineer (UCE)

6. Team

The UCE will constitute the following Technical Personnel.

(i) UCE – Mr. S.C. Deshpande

(ii) Assisting Technical Team

(a) One Sr. Engineer

(b) One Sr. Electrical Engineer.

(iii) The UCE if appointed, will select his team and will quote the fees for (i) and (ii) above separately for your consideration and approval.

7. Scope of Work to be handled by the Team

(i) Review all past work and correspondence.

- (ii) Familiarize and be upto date with past essential and material correspondence / past Contract / Documents / Billing.
- (iii) Having studied the case, hold a meeting with the concerned parties – Officers of the University, Technical Staff of the University, Contractor, Contractor's Staff stationed at site, invite one of the Directors of the Contracting firm for the said meeting and any other persons concerned with the Project.
- (iv) Get fully acquainted with present status of all the Technical Drawings, Specifications and quantities of the work executed so far including R.A. Bills.
- (v) Lay down norms and methods by which work will proceed from now onwards, execution of work at site, quality control, interpretation of Drawings and Specifications and Billing procedure.
- (vi) Draw up a Bar Chart which will project the progress of work till completion.
- (vii) Periodic visits to site for monitoring and job control will be 2 visits per month for a duration of 2 days (2 nights stay)
- (viii) Certification of Bills and acceptance of the work.
- (ix) Day to day supervision at site, recording measurements and joint preparation of R.A. Bills will be the responsibility of the University Staff.

8. Other Terms and Conditions

- (i) The University will have to provide economy class Air Fare Mumbai – Raipur and Return for the UCE and the Technical team members (2nos), the dates of the visits being decided by mutual convenience and job requirements
- (ii) The University will have to provide Hotel accommodation (Hotel Babylon or equivalent) free of cost to the UCE and his Team during their stay at Raipur.
- (iii) The University will have to provide for local conveyance to the UCE and the Technical Team free of cost during their visit to Raipur.
- (iv) The UCE and his Technical Team will use the present Drawings prepared by the Contractor (his Contract being a Turnkey Contract i.e. Design and Construction with preparation of detailed Drawings). In case, the UCE or the Technical Team that is appointed, is called upon to prepare further Drawings with relation to the same, depending upon the quantum of work, an extra Fee will have to be negotiated.
- (v) Please note that the present offer made by the UCE of preparation of a detailed rearrangement of the classroom seating arrangement is not included and is being offered to the University as a gesture in order to bring the Project on track.
- (vi) However, if any further Drawing work is required for any other issues or areas of work that may arise during work execution, the same will have to be paid as extra.

9. Fees

During the discussions and having looked at the various documents, it is noticed that there is some degree of mismatch between the work actually executed at site and the amount paid to the Contractor. This is because the Terms of Payment at the time of placing the Order on the Contractor, were framed in the Contract in such a manner that the Contractor has received payments 'upfront'. We will therefore set out the structure in which our fees are to be calculated in the following manner;

- (i) Fees paid to the UCE will be 1% of the balance work including taking into account the amount being certified by the UCE from this juncture. The fee will be calculated on the entire amount, including Escalation and Cost of Extra items if any paid to the Contractor. The amount calculated as Service Tax will not attract Consultancy Fees.
- (ii) As a rough estimate, we expect that the quantum or the amount that will attract UCE fees will be approx Rs.18 Crores. This is only a guesstimate and should not be held as a final figure. The amount can vary upwards or downwards.
- (iii) Minimum Fee Clause:
In any event, to take the job upto completion, having specified the above, the total quantum of fees payable to us under no circumstances shall be less than a lumpsum of Rs. 15,00,000/- + Service Tax @ prevailing rate.
- (iv) Fee for the Technical Team:
With respect to the Technical Team i.e. the Sr. Civil Engineer and Sr. Electrical Engineer, the fees will be clubbed together

and paid to Sewri Consultants Pvt. Ltd. This amount will be Rs.30,000/- per month plus the prevailing Service Tax till completion on of the work or till their services are no longer required.

10. Time Period

- (i) Going by past experience for Projects of this nature, we are of the view that the Project will most likely go up to 31.12.2008 i.e. a period of 9 months from say 01.04.2008.
- (ii) Parts of the Building may be commissioned in parts to suit the needs of the University.
- (iii) Quite often, a further period of 3 months would be required for Final billing, certification, settling Extra items and Escalation bills, rectifications and minor finishing works, thus taking the extent of our services to 31.03.2009.

11. Terms of Payment:

- (i) After final discussions and arriving at an agreed Structure, we will submit our terms of payment.
- (ii) The terms of payment will however be such that we are paid periodically till completion i.e., we will have to arrive at a monthly mode of payment till the completion of the Project.

We place this Proposal before you for consideration and await you response.

Thanking You,

**FOLLOWING ESTIMATED COST FACTOR MAY BE
REQUIRED FOR AVAILING TECHNICAL SUPPORT FROM MR.S.C. DESHPANDE
AND HIS TECHNICAL PERSONNEL, AS PER THE PROPOSAL SUBMITTED BY HIM**

Sl.	Particulars	No.	Estimated Rate	Estimated Cost
(i)	Reimbursement of return airfare by economy class	3 persons x 2 visits – 6 persons	11000/- per person (approximately)	66000.00
(ii)	Hotel Charges (for stay arrangements)	3 Nos. x 4 days = 12 days	5000/- per day (approximately)	60000.00
(iii)	Local Conveyance (hired vehicle)	1 No. x 4 days = 4 days	1000/- per day (approximately)	4000.00
(iv)	Consultation Fees (@ 1% of remaining work of 18 crores (approximately) plus service tax (12.5%), payable thereon - Estimated time period 10 months).	2025000/- divided by 10 months	202500/- per month (approximately)	202500.00
(v)	Fees for Engineer & Electrical Engineer.		Rs.30000/- p.m. + Service Tax(12.5%)	33750.00
			Total	366250.00

**ESTIMATED MONTHLY COST WORKS OUT TO RUPEES THREE LACS
SIXTY SIX THOUSAND TWO HUNDRED AND FIFTY (APPROXIMATELY)**

**ESTIMATED COST FOR 10 MONTHS WORKS OUT TO RUPEES THIRTY SIX
LACS SIXTY TWO THOUSAND FIVE HUNDRED (APPROXIMATELY)**

Services to be rendered by the above team:

- (1) Visit to HNLU - 4 days in a month
- (2) Fee of Architect to be deducted from bill of NCC for architectural services.
- (3) Fee to be charged for extra drawings.