

TENTATIVE AGENDA FOR THE FINANCE COMMITTEE MEETING OF HNLU
MEETING DATED 05.03.2011, 11.00 A.M.

1. Redesignation of the posts and Pay Scales/Pay Bands as per UGC nomenclature and Sixth Pay Commission:

(A) Hidayatullah National Law University is recognized u/s. 2(f) of the UGC Act, 1956. At present the University is having five categories of regular teachers.

Sl.	Name of the Post (Pre-revised)	Pay Scale (Pre-revised)	No. of posts sanctioned by the University
01.	Professor	16400-450-20900	08
02.	Associate Professor/Reader	12000-420-18300	14
03.	Assistant Professor	10000-325-15200	12
04.	Lecturer	8000-275-13500	13
05.	Assistant Lecturer/Research Associate	15000/- p.m. consolidated	12
	Total teaching posts		59

The posts mentioned at Sl.No.03 & 05 above are non-UGC posts and are as per HNLU Staff Regulations.

(B) Consequent to the implementation of the recommendations of Sixth Pay Commission and as per updated UGC guidelines, there shall be only three designations of teachers - Professor, Associate Professor and Assistant Professor. Accordingly, the posts of Reader and Lecturer have been redesignated as Associate Professor and Assistant Professor respectively by the UGC. Hence, in conformity with the recommendations of the Sixth Pay Commission and UGC guidelines, it is proposed that Hidayatullah National Law University should have the following three posts:

Sl.	Name of the re-designated post	Pay Band and Academic Grade Pay
01.	Professor	37400-67000 with stage not below Rs.43000 and AGP of Rs.10000
02.	Associate Professor (earlier Reader/Associate Professor)	37400-67000 with AGP of Rs.9000.
03.	Assistant Professor (earlier Lecturer)	15600-39100 with AGP of Rs.6000.

However, HAGP will be given to the eligible teachers as per UGC guidelines and Govt. of India notifications issued from time to time.

(C) As referred above at Sl.No. 5(A), the posts of Assistant Professor and Assistant Lecturer/Research Associate are non UGC posts, but created by the University as per HNLU Staff Regulations. To bring about conformity with the recommendations of the Sixth Pay Commission and UGC guidelines, it is proposed that the posts of Assistant Professor (10000-325-15200) and Assistant Lecturer/Research Associate (15000/- p.m consolidated) may be merged with Assistant Professor (15600-39100 with AGP of Rs.6000). Thus, on acceptance of this proposal by the competent University authorities, the status of posts available with HNLU will be as under:

Sl.	Name of the re-designated post	Pay Band and Academic Grade Pay	No. of posts at HNLU
01.	Professor	37400-67000 with stage not below Rs.43000 and AGP of Rs.10000	08

02.	Associate Professor (earlier Reader/ Associate Professor)	37400-67000 with AGP of Rs.9000.	14
03.	Assistant Professor (earlier Lecturer)	15600-39100 with AGP of Rs.6000.	37
		Total teaching posts	59

However, HAGP will be given to the eligible teachers as per UGC guidelines and Govt. of India notifications issued from time to time.

(D) As per Government of India, MHRD, DHE, Notification No.1-32/2006 U.II/U.I(I), dated 31st December, 2008, Sl.No.1(vi), National Eligibility Test (NET) shall be compulsory for appointment at the entry level of Assistant Professor, subject to the exemptions to the degree of Ph.D. in respect of those persons obtaining the award through a process of registration, course-work and external evaluation, as have been/or may be laid down by the UGC through its regulations, and so adopted by the University. NET shall not be required for such Masters' Programmes in disciplines for which there is no NET.

(E) Due to paucity of faculty members in the field of Law and other subjects, the Hidayatullah National Law University and other National Law Universities are having a non UGC post of Assistant Lecturers. For the obvious reasons, the NLUs do not insist for having a NET/Ph.D. qualification for appointment as Assistant Lecturer for really good/suitable candidates. The consolidated payment being offered by most of the NLUs is Rs.25000/- p.m. consolidated whereas HNLU is paying Rs.15000/- p.m. consolidated. Thus, the Assistant Lecturers who accept appointment at HNLU, gain experience and expertise from HNLU and after a period of one to two years they seek appointment at other NLUs. In fact, the HNLU is working just like training institute/jumping stone for such faculty members.

To check the migration of Assistant Lecturers from HNLU, it is proposed that in the light of UGC letter No.F.10-1/2009 (PS) dated February 2010, the post of Assistant Lecturers/Research Associate may be merged with and redesignated as Assistant Professor. As per this proposal, we may make all appointment at the entry level to the post of Assistant Professor with a condition that if the candidate possesses UGC NET/Ph.D. and other academic qualifications, he/she may be placed in pay band of 15600-39100 with applicable grade pay. On the contrary, if the candidate does not possess the UGC NET/Ph.D. qualification, he/she may be appointed as Assistant Professor on a consolidated pay of Rs.25000/- p.m. Further, on acquiring the required UGC NET/Ph.D. qualification the candidate may be placed in the pay band of 15600-39100 with applicable grade pay. This will check the migration of faculty members from HNLU and enhance the academic environment simultaneously attract good/suitable faculty members to HNLU. Accordingly, payments to the existing Assistant Lecturers (to be designated as Assistant Professors) may be made @ Rs.25000/- p.m. w.e.f. 01.01.2011.

The matter is placed for approval.

2. Purchase of new vehicles for the University.

The Finance Committee of the University in its meeting dated 25.10.2008 at Agenda Item No.2 has decided as under:

"Looking to the heavy cost on repairs and maintenance, mileage and conditions of the vehicles, the Finance Committee approved the proposal that the University vehicles may be disposed off by

auction/exchange. New vehicles may be purchased directly from the dealers of respective companies.”

As on 24.12.2010, during the F.Y. 2009-2010, Rs.14,37,863/- have been incurred on repairs and maintenance of the vehicles against allocation of Rs.12,50,000/-. Further, there is requirement of huge repairs and maintenance on these vehicles. However, the annual ceiling for repairs of vehicles is Rs.20,000/- p.a. for vehicles upto 18 Horsepower and Rs.30,000/- p.a. for vehicles above 18 Horsepower.

In the Government of Chhattisgarh, Finance Department, Raipur circular No. 320/B-1/Vitt/Char/ 2002 dated 26th February, 2002 it is given that:

- The life-limit of vehicles is:
For light vehicles other than Ambassador – 1,50,000 Kms.
For heavy vehicles including buses – 2,50,000 Kms.
- The mileage declared by Government of Chhattisgarh, Home Department vide order dated F.8-12/Grih/02 dated 31st March 2003 for Air-conditioned Indica/Santro/Matiz and similar vehicles is 15 Kms. per litre. For Bolero/Qualis Non-Air-conditioned vehicle declared mileage is 10 Kms. per Litre. However, the circular is silent about mileage of buses.

The position of actual running/mileage of University vehicles during the year is as under:

Particulars of University Vehicle	Model/ Year of Purchase	Reading as on 01.04.10	Reading as on 29.12.10/ Total Kms. run since inception.	Total Kms. run during the period 1.4.10 to 29.12.10	Total fuel consumed during the period	Actual Mileage	Declared Mileage
Bus CG-04/B-7782	2004	97637	111008	13371	2890	4.63	-
Car - Ford Ikon CG-04/B-7298	2004	75256	87678	12422	1188	10.46	15
Car - Indica CG-04/B-6422	2004	56944	66615	9671	1097	8.82	15
Bus - CG-04/D-3905	2005	129524	142827	13303	3664	3.63	-
Bolero CG-04/H-0334	2005	93592	101899	8307	743	11.18	10
Ambulance Maruti Omni CG-04/HB-5690	2009	3543	10874	7331	531	13.80	13

It is clear that the vehicles are not able to perform as per the mileage declared by the Government.

Looking to the huge expenditure on the repairs, maintenance, fuel consumption and poor performance of the vehicles, it is proposed that the University should dispose the vehicles at an earliest.

Further, to meet the transportation requirements, there is an urgent need to purchase new high performance vehicles as under:

- One bus with 52-persons capacity.
- One Car for the Vice-Chancellor

(iii) One Car for the Registrar

The on-road cost for purchase of new vehicles is as under:

Particulars of New Vehicles to be purchased	Quantity	Company from which purchase is to be done	Estimated Cost of vehicle
Tata Bus 52 Seater	01 Nos.	Tata Company	Rs.20,00,000/-
Skoda Car (Sedar)/ Toyota Corolla (Altis)	01 No.	Skoda/Toyota Company	Rs.13,76,395/- / Rs.11,10,041/-
Tata Indigo Manza	01 No.	Tata Company	Rs.7,10,391/-
		Sub-Total	Rs.41,00,000/-
		Add Extra for accessories or other charges	Rs.4,00,000/-
		Gross Total	Rs.45,00,000/-

The matter is placed for perusal, decision and approval of Rs.45.00 Lacs for purchase of new vehicles as above during the F.Y. 2010-11.

It is also proposed and placed for approval that till disposal of old vehicles and purchase of new vehicles, the required transportation arrangements may be made by hiring vehicles.

3. **Annual Subscription for Legal Database – Lexis Nexis.**

At present the University is subscribing for Westlaw, Manupatra and SCC online legal databases. In addition to above, there has been demand for subscription of LexisNexis online legal database. The University is in receipt of Proposal dated 22nd March 2010 from M/s. Lexis Nexis for annual subscription of its online legal database @ US\$4500 (approximately Rs.2,25,000/- p.a.).

The matter is placed for perusal and approval of annual subscription for LexisNexis online legal database.

4. **Proposal of INFLIBNET (An Autonomous Inter-University Centre of UGC) for Subscription of INFLIBNET w.e.f. April 2011.**

The University is in receipt of proposal dated 04.02.2011 from INFLIBNET for subscription to three resources in law, namely Manupatra, Hein Online and West Law India for 14 National Law Schools/Universities for the year 2011. The access to above mentioned resources is proposed to start from April 2011 depending upon the release of funds from UGC. For availing this subscription, the University will have to pay a nominal subscription fee. The University has already initiated the process for subscription of INFLIBNET. Through INFLIBNET, the students can have access to foreign legal databases of reputed Foreign Universities like Yale etc. on additionally subscribing to JSTOR @ Rs.1,50,870/- p.a. for the First Year and @ Rs.56,870/- p.a. for Renewal of annual subscriptions.

At present the University is paying annual subscription fee of Rs.4,80,000/- for Westlaw and Manupatra.

	<p>On subscribing to INFLIBNET with JSTOR, the University can have access to legal databases of Manupatra, Hein Online, West Law India and JSTOR by way of annual subscription at a cost estimated within Rs.2,00,000/-.</p> <p>Hence, it is proposed for subscription to INFLIBNET with JSTOR, w.e.f. the Financial Year 2011-12, in place of bare subscriptions of Westlaw and Manupatra.</p> <p>The matter is placed for perusal and approval.</p>
5.	<p><u>Approval of internet connectivity for the next 10 years from BSNL through Ministry of HRD – payment of Rs.45.00 Lacs for 10 years (in three annual instalments)</u></p> <p>The Ministry of Human Resource Development, Department of Higher Education, New Delhi has started a project for providing one GB Internet connectivity to Universities and Colleges all over India. The Universities have been invited to join this project. The 75 percent of the total cost will be directly paid by the Central Government to BSNL. The remaining 25 percent is to be paid by the University. This 25% amount works out to Rs.45.00 Lacs for 10 years. The amount of Rs.45.00 Lacs towards the connectivity can be paid in three annual instalments. Through this connectivity the University will be able to access National Knowledge Node (Database of e-journals, Research papers and other academic material). The potential benefits of this project are very wide and far reaching.</p> <p>The matter is placed for perusal and approval.</p>
6.	<p><u>Purchase of Library books and journals</u></p> <p>There is an urgent requirement of purchase of library books and journals which includes text books, Reference Books, Law Journals and reports (International and National). The estimated amount for these immediate purposes as recommended by the Library Committee is Rs.20.00 Lacs (Twenty Lacs).</p> <p>The matter is placed for perusal and approval.</p>
7.	<p><u>Sports facilities for students</u></p> <p>Construction activities in the campus are going on. Necessary proposals for preparation of Sports grounds are being taken up. Till the arrangements are made in the campus, the University may provide sports facilities and alternate sports grounds, may be by hiring for specific events, to the students, as per feasibility.</p> <p>The matter is placed for perusal and approval.</p>
8.	<p><u>Regarding amendments/updation in HNLU Staff Regulations</u></p> <p>(a) <u>Pay Scales of Finance Officer and Controller of Examinations to be made at par with UGC pay scales.</u></p> <p>As per the HNLU Staff Regulations the posts of Finance Officer and Controller of Examinations are kept in scale of pay lower than that prescribed by UGC wherein, in order</p>

to attract the best people for these positions these posts should be placed in the appropriate UGC pay scales and accordingly the HNLU Staff Regulations need be amended.

The matter is placed for approval.

(b) Updation in the Pay Scales/Pay Bands of all the posts as per recommendations of Sixth Pay Commission/MHRD guidelines.

As per the recommendations of the Sixth Pay Commission, the Pay Scales have been fixed in the New Pay Bands with applicable grade pays. Accordingly, the pay bands attached with respective posts need to be updated in the HNLU Staff Regulations.

The matter is placed for approval.

(c) To include provisions of UGC and Sixth Pay Commission. Updation of the pay scales as per Pay Bands and Grade Pay given under UGC guidelines & Sixth Pay Commission; providing pay, allowances and other entitlements and implementation of UGC Regulations dated 30th June 2010 for Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and measures for the maintenance of standards in Higher Education.

As per decision taken by the Executive Council in its meeting dated 09.03.2009, the Hidayatullah National Law University has implemented the recommendations of the Sixth Pay Commission for its teaching and non-teaching employees as per GOI notification dated 29th August 2008 and directions issued by UGC vide letter No. F.1-6/2009/PRC dated February, 2009 with regard to GOI order No.1-32/2006.U.II/U.I(i) dated 31.12.2008. There are many allowances, benefits and entitlements which are applicable to the Central Government teaching and non-teaching employees as a part of the recommendations of the Sixth Pay Commission. Owing to implementation of the above recommendations by the University, the same are applicable to the teaching and non-teaching employees of the University. Accordingly, the HNLU Staff Regulations need to be amended suitably to include the above allowances, benefits and entitlements.

Other than the pay and allowances, the University Grants Commission has issued UGC regulations No.F.3-1/2009 dated 30th June 2010, in exercise of the powers conferred under UGC Act, 1956, and in pursuance of the MHRD O.M. No.F.23/2008-IFD dated 23rd October 2008, read with Ministry of Finance (Department of Expenditure) O.M. No.F.1-1/2008-IC dated 30th August, 2008, and in terms of the MHRD Notification No.1-32/2006-U.II/U.I(1) issued on 31st December, 2008 and in supersession of the UGC (Minimum Qualifications...) Regulations, 2000, together with all amendments made from time to time. The Hidayatullah National Law University is recognized u/s. 2(f) & 12(B) of the UGC Act and it is mandatory for the University to comply with the UGC regulations amended from time to time. These UGC regulations 2010 pertain to the required minimum qualifications for appointment of teachers and other Academic Staff in Universities and Colleges and measures for the maintenance of Standards in Higher Education 2010. These UGC regulations provide for the minimum qualifications required for appointment, career advancement and other entitlements such as Duty Leave, Study Leave, Sabbatical Leave, Casual Leave, Special Casual Leave, Earned Leave, Half Pay Leave, Commuted Leave, Extraordinary leave, Leave Not Due, Maternity Leave, Child Care Leave, Paternity Leave, Gratuity, encashment of leave, ex-gratia compensation, provident fund, consultancy

assignments, Special Academic Leave, Group Insurance Scheme, Leave Travel Concession, Academic Allowances, Children's Education Allowance, Travelling Allowance, Daily Allowance and other recommendations of PRC and UGC are applicable. However, there is no mention about all these in the HNLU Staff Regulations.

It is therefore proposed that HNLU Staff Regulations may be amended to include the UGC regulations dated 30th June 2010, provisions of UGC and Sixth Pay Commission as contained in the provisions and as are applicable, as amended from time to time, to the Central Government teaching and non-teaching employees.

The matter is placed for approval.

(d) UGC Rules and Regulations, Chhattisgarh Civil Service Rules and Chhattisgarh Government Fundamental Rules to be made applicable for teaching and non-teaching employees of the University.

Hidayatullah National Law University is a State University established by enactment of Hidayatullah National University of Law Chhattisgarh Act 2003. Being a creation of the State, the University is bound to follow the State Government Reservation Rules for appointment on posts and for admission (50% State Quota for admission purposes). Further, as per UGC guidelines, being a State University, the University is required to get its accounts audited from the State Government agency (Local Fund Audit). The University receives grant in aid from the State Government and being creation of the State, it is imperative that the University follows the State Government Fundamental Rules and State Government Civil Service Rules in addition to the HNLU Staff Regulations. Since, inception the University has been making attempts to prepare/amend HNLU Staff Regulations but till date the process is still going on. Further, the source of Staff Regulation is also not specific i.e. whether we have adopted the provisions of the Central Government/State Government in framing various provisions. There have always been ambiguities/contradictions in the HNLU Staff Regulations as compared to the Central Government/State Government rules and regulations. It may be that, for this reason, the Finance Committee in its meeting dated 25.08.2009 at agenda item No.3 has, *inter alia*, decided and recommended that Central/State Government Fundamental Rules shall supersede the HNLU Staff Regulations wherever there is a contradiction/ambiguity. The minutes of the Finance Committee meeting dated 25.08.2009 have been approved by the Executive Council in its meeting dated 26.09.2009.

It is therefore proposed that in addition to the UGC Rules and Regulations and HNLU Staff Regulations (which are not complete in themselves on service matters),

Either

Central Civil Service Rules and Central Government Fundamental Rules

Or

Chhattisgarh Civil Service Rules and Chhattisgarh Government Fundamental Rules

should be made applicable for teaching and non-teaching employees of the University for all purposes and wherever there is ambiguity/contradiction the UGC/Civil Service/Fundamental Rules shall supersede the HNLU Staff Regulations.

The matter is placed for approval.

(e) Regarding implementation of the Central Government/State Government Calendar

	<p><u>for non-vacation employees of the University for Gazetted and other holidays.</u></p> <p>The UGC regulations provide for vacations and various kinds of leaves for the teaching employees. The Central Government/State Governments Gazetted and other holidays are applicable in case of non-vacation employees.</p> <p>The University is recognized u/s. 2(f) & 12(B) of the UGC Act, 1956. Apart from the vacation and other kinds of leaves notified by the UGC, the academic calendars prepared for the Semesters (other than the vacation) are applicable in case of teaching employees. However, no calendar has been adopted by the University in case of non-vacation employees.</p> <p>Hidayatullah National Law University is a State University established by enactment of Hidayatullah National University of Law Chhattisgarh Act 2003. Being a creation of the State, the University is bound to follow the State Government Reservation Rules for appointment on posts and for admission. However, the University follows 50% State Quota and 50% All India Quota for admission to courses, thus it maintains a National as well as State status. Further, as per UGC guidelines, being a State University, the University is required to get its accounts audited from the State Government agency (Local Fund Audit). The University receives grant in aid from the State Government. Further, information was sought from other National Law Universities as to whether they are following Central Government/State Government calendar for the purpose of Gazetted and other holidays. NALSAR, Hyderabad and NUALS, Kochi have communicated that they are following the State Government Calendar for the purpose of Gazetted and other holidays.</p> <p>It is therefore proposed that the University should adopt either the Central Government/State Government calendar for Gazetted and other holidays for the non-vacation employees.</p> <p>The matter is placed for approval.</p>
9.	<p><u>Transport Allowance:</u></p> <p>As per the records of HNLU, both teaching and non-teaching employees are being paid transportation allowance as per recommendations of the Sixth Pay Commission (except those who are on consolidated pay). However, transport is also provided by the University from a specified route in the city (not from their residences) to the employees who are staying outside and a sum of Rs.400/- is being charged from them (except from those who are on consolidated pay). The distance between Raipur city and HNLU campus is approximately 23 Kms. This route is very dangerous and busy, hence as a Staff Welfare measure, the transportation facility on chargeable basis on subsidized rates may be provided to all the teaching and non-teaching employees staying outside the campus, whether they are on consolidated payment or otherwise.</p> <p>The matter is placed for approval.</p>
10.	<p><u>Medical Allowance:</u></p> <p><u>The provisions contained in HNLU Staff Regulations, Chapter-V, Medical Benefits are as under:</u></p> <p>40. All the employees of the University shall receive a monthly fixed medical allowance @ 5% of their basic pay but not exceeding the ceiling limit of Rs.600/- per month.</p> <p>41. However, in exceptional cases such as cancer, heart surgery, kidney transplantation, severe injuries caused by accident etc., the Executive Council on the recommendations of the Vice-Chancellor may consider providing a lump sum grant for treatment of the employee concerned.</p>

42. The University may explore the possibility for adopting Group Medi-Claim Insurance Scheme for its employees.

As per decision taken by the Executive Council in its meeting dated 09.03.2009, the Hidayatullah National Law University has implemented the recommendations of the Sixth Pay Commission for its teaching and non-teaching employees as per GOI notification dated 29th August 2008 and directions issued by UGC vide letter No. F.1-6/2009/PRC dated February, 2009 with regard to GOI order No.1-32/2006.U.II/U.I(i) dated 31.12.2008. The Central/State Government provides for full reimbursement of medical expenditure for the employee and his family (including the dependants).

The HNLU Staff regulations were prepared in the year 2005, and in light of the old pay and allowances, ceiling limit of Rs.600/- was fixed on the medical allowance payable @5% of the basic pay. The above medical allowance of Rs.600/- is grossly insufficient in view of the inflation, increasing medical expenditure and in view of the pay and allowances of the Sixth Pay Commission.

It is, therefore, proposed that either, the full reimbursement of medical expenditure to the employees, their families and dependants may be provided on the lines of central government or the ceiling limit on medical allowance may be removed if the existing provisions of HNLU Staff Regulations are continued for this purpose.

The matter is placed for approval.

11. Deduction of EPF – As per provisions contained in The Employees' Provident Fund & Miscellaneous Provisions Act, 1952.

The matter regarding implementation of the EPF & MP Act, 1952 to employees of HNLU – Adopting the Scheme of Contributory Provident Fund was placed before the Executive Council of the University in its meeting dated 26.01.2007. The Executive Council resolved to comply with the statutory norms.

Prior to this the office of the Accountant General vide its letter dated 23rd December 2004, had raised the objection regarding non-deduction of EPF contribution from the Employees. Further, the Commissioner, EPF had raised objection regarding non-deduction of EPF from the Employees w.e.f. the date of establishment of the University. Further, on query by the University, the Office of the Commissioner, EPF has clarified that the labours working in the University since the year 2003 are also employees in terms of section 2(f) of the EPF & MP Act, 1952. Although, the Executive Council of the University in its meeting dated 26.01.2007 has resolved to comply with the statutory norms, the deduction of EPF from the salary of some of the employees and University contribution has been made w.e.f. July 2007 onwards.

The Employees' Provident Fund & MP Act, 1952 is an important piece of Labour Welfare legislation enacted by the Parliament to provide social security benefits to the workers. From 22.09.1997 onwards, all the establishments employing 20 or more persons are brought under the purview of the Act from the very date of set up. The provisions of the Act applies on its own force independently. An establishment to which this Act applies shall continue to be governed by this Act notwithstanding that the number of persons employed therein at any time falls below twenty. Now, an employees is eligible for membership of fund from the very first date of joining a covered

	<p>establishment. Since inception in the year 2003, the University has employed more than 20 employees and is a covered establishment as per the provisions contained & defined in the EPF & MP Act, 1952. The EPF & MP Act, 1952 is applicable to HNLU w.e.f. from the year 2003.</p> <p>The total amount to be paid to the EPF Account of each employee from the date of joining the establishment as per provisions of the EPF & MP Act, 1952 has been calculated as per the salary and wages payment records of the University. As per the calculations Rs.35,16,296/- (Rupees Thirty Five Lacs Sixteen Thousand Two Hundred and Ninety Six) are to be remitted to EPF A/cs. as on 31.01.2011. This includes Rs.22,92,855/- payable by employer towards Employer contribution, EDLI charges and penal damages and employee contribution of Rs.12,23,441/- payable as on 31.01.2011. The employer's and employees' contribution is required to be remitted simultaneously. The employees' contribution can subsequently be recovered by the University in instalments from the salary and wages of employees.</p> <p>The matter is placed for approval of payment of Rs.35,16,296/- (Rupees Thirty Five Lacs Sixteen Thousand Two Hundred and Ninety Six).</p>
12.	<p><u>Regarding applicability of Payment of Gratuity Act, 1972 at HNLU</u></p> <p>The Payment of Gratuity Act, 1972 has come into force w.e.f. the year 1972. As per Section 1(3)(b) the Act is applicable to every shop or establishment within the meaning of any law for the time being in force in relation to shops and establishments in a State, in which ten or more persons are employed, or were employed, on any day of the preceding twelve months. Hidayatullah National Law University is also an establishment established by enactment of Hidayatullah National University of Law Chhattisgarh Act, 2003 w.e.f. the year 2003. Since the year of establishment, HNLU has employed more than 10 persons throughout and also during the year. Hence the Payment of Gratuity Act, 1972 is applicable to HNLU.</p> <p>As per Section 1(3-A) of this Act, a shop or establishment to which this Act has become applicable shall continue to be governed by this Act notwithstanding that the number of persons employed therein at any time after it has become so applicable falls below ten.</p> <p>As per Section 4(1) of this Act, Gratuity shall be payable to an employee on the termination of his employment after he has rendered continuous service for not less than five years,-</p> <ul style="list-style-type: none"> (a) on his superannuation, or (b) on his retirement or resignation, or (c) on his death or disablement due to accident or disease: <p>Provided that the completion of continuous service of five years shall not be necessary where the termination of the employment of any employee is due to death or disablement.</p> <p>As per Section 2(ii)(b) "completed year of service" means continuous service for one year;</p> <p>As per Section 2(ii)(c) "continuous service" means as defined in Section 2-A.</p> <p>"Section 2-A: Continuous service; For the purpose of this Act,-</p> <ul style="list-style-type: none"> (1) an employee shall be said to be in continuous service for a period if he has, for that period, been in uninterrupted service, including service which may be interrupted on account of sickness, accident, leave, absence from duty without leave (not being absence in respect of which an order treating the absence as break in service has been passed in accordance with the standing orders, rules or regulations governing the employees of the establishment), lay-off, strike or a lock-out or cessation of work not due to any fault of the employees, whether such uninterrupted or

interrupted service was rendered before or after the commencement of this Act;

As per section 2(ii)(e) "employee" means any person (other than an apprentice) employed on wages,

The Hidayatullah National Law University has been established in the year 2003 and since then the University has employed more than 10 employees as per Payment of Gratuity Act, 1972. Hence the Act is applicable to the University w.e.f. the year 2003. There are 22 existing employees of the University as defined in section 2(ii)(e) of the Act who have rendered continuous service of more than five years as defined in this Act to whom Payment of Gratuity has to be made in the case of occurrence of any of the events as mentioned in Section 4(1) of this Act.

Section 4-A of this Act provides for Compulsory Insurance as under:

(1) With effect from such date as may be notified by the appropriate Government in this behalf, every employer, other than an employer or an establishment belonging to, or under the control of, the Central Government or a State Government, shall, subject to the provisions of sub-section(2), obtain an insurance in the manner prescribed, for his liability for payment towards the gratuity under this Act, from the Life Insurance Corporation of India established under the Life Insurance Corporation of India Act, 1956 (31 of 1956) or any other prescribed insurer:

Life Insurance Corporation of India offers the following LIC Group Gratuity Scheme:

LIC Group Gratuity Scheme:

Under the Payment of Gratuity Act, 1972, it is employer's statutory liability to pay 15 days salary (15/26 of a month's wages) for every completed year's service to each of his employees on their exit, for any reason after five years of continuous service, subject to maximum limit of 10 lacs. Higher benefits can be paid if the employer so desires.

Gratuity payable to the employees can be paid as and when liability arises and can be claimed as deductible expense under P & L A/c of the relevant financial years. However, the sound system of financial management envisages providing for Gratuity liability every year and claiming the tax benefits as it is mandatory as per Accounting Standards 15 (AS15) to account for the liability on Accrual basis. This can be done by creating a Trust, managed privately or by LIC and paying the amount to the Trust every year. In case of Privately Managed Trust, investment of funds will have to be done as per Income-Tax Act, by the trustees and entire administration of the Trust including Actuarial Valuation will be the responsibility of the Trustees. In case of LIC managed trust, the job of investment and actuarial valuation is taken over by the corporation free of charge and in addition, interest is paid by the Corporation on the accumulated funds.

Gratuity is a statutory liability of most of the employers which accrues to an employee for every year of service put in by him. As the liability accrues every year, from the point of view of sound accounting service, it is desirable to provide for this liability before the profits are determined. The Group Gratuity Scheme provides a scientific method for funding gratuity liability as the premiums are based on actuarial principles. The attractive feature of the scheme is the life insurance cover for every employee due to which in the event of the premature death of an employee, his dependants become entitled to substantially higher benefits. The funding of the Gratuity benefits can also be made on Cash Accumulation basis, where under the fund is accumulated at an attractive rate of interest. Attractive tax advantages are available to the

employer and the employees.

The employer has to pay an initial contribution at the inception of the scheme to secure past Service gratuity. The initial contribution may be paid in lump sum or spread over a maximum period of five years. The corporation determines contribution payable as annual premium, under the policy, on the basis of an actuarial variation of the gratuity liability subject to the statutory limit of 8 1/3% of the annual wage bill taking into consideration the relevant factors. When the Trustees pay the contribution under the policy, the amount required towards the premium for life insurance benefits is utilized and balance is credited to the running account of the scheme which accumulates at an interest rate declared by LIC from time to time. When the contingency of payment of gratuity arises the necessary amount is withdrawn from the running account for making payment. Upon a claim arising by death the gratuity pertaining to the past service is withdrawn from the running account and the balance is paid from LIC's Life fund.

Life Insurance Corporation of India offers its Group Gratuity Cash Accumulation scheme to enable employers to meet their gratuity liability in a very simple and efficient manner. The scheme is formulated in compliance with Part C of the IV schedule of Income Tax Act and tax benefits are available as provided in Income Tax rules.

The gratuity arrangement with LIC provides the following services to the company

- Fund management under interest accumulation system
- Claim settlement on exit as per company rules/gratuity act
- Built in Insurance arrangement for the employees for future service
- MIS related to Income Tax and trusts accounts and Actuarial valuation

Fund management: Critical issues

Safety:

Liability on account of gratuity experiences sharp increase every year due to its nature of its computation. Apart from increase in service, increase in salary also contributes to increase in liability substantially as the benefits are payable on last drawn salary. Hence funds have to be invested in a conservative way with a consistent growth and insulated from market risks

The unique advantage with LIC is the contributions made by the company and interests credited by LIC are irreversible. This ensures highest level of safety for the total corpus and consistency in future contributions. As the gratuity payments are statutory and LIC gratuity scheme being the only investment tool which enjoys sovereign guarantee, gives a greater comfort to employer.

Liquidity: Funds available with LIC is a single account for investment and claim settlement. Hence 100% liquidity is ensured for the purpose of claim settlement

Yield: LIC has been offering very competitive and consistent interest rates over the years. For the year 2009-10, LIC has offered 9.00% - 9.65% depending on fund size. The interest declared is net of administrative expenses incurred, hence no separate charges are charged

after crediting the interest.

Interest rate offered by LIC is on daily balancing method. Hence, there is no idle time for earning interest, hence effective rate of interest is much higher. Another significant aspect is interest gets compounded annually, hence no reinvestment issues and no time lags.

No responsibility on trustees on Investment decisions: Trustees are free from all investment risks and hassles in cash accumulation system. Advantage of 'real outsourcing' can be derived by associating with LIC

No hidden charges: The scheme is focused on a long term association in compliance with investment regulations and statutory payment obligations and no charges are levied on the transactions for which the fund is meant for.

Funding can also be in a staggered pattern during the year, but no charges at entry level for any number of payments. No charges on withdrawals for resignation or retirement or death. Total corpus comprising of money contributed by the company and interest credited by LIC is available for claim settlement up to 100% subject to availability of funds.

Actuarial recommendations: On annual basis, LIC provides this information to the trustees and recommends the level of contributions.

Claim settlement: On the exit of an employee due to retirement / death/ resignation, trust may prefer a claim from LIC by sending a claim form. Claim amount will be made available to trustees. Trustees can have the following options

- Preferring a claim from LIC and paying to employee
- Paying the money to employees and seek reimbursement
- Paying claims to employees at their end and seeking annual reimbursement

MIS: LIC provides statement of receipts and payments and actuarial valuation certificate and certificate of balance for the trust account.

Besides the above said advantages, the scheme also provides for employee welfare measures with built in insurance cover.

- Insurance cover for future service gratuity

Another salient feature of the Gratuity Scheme with LIC is that it provides for insurance coverage to the employees to the tune of future service gratuity subject to certain limits. The insurance cover can be flexible depending on the requirements of the Trust. The Group Insurance premium will be commensurate to the cover provided.

- **Income Tax Benefit on Insurance Premium**

The insurance premium paid towards the above said benefits is treated as deductible

	<p>business expenses to the company.</p> <p>The premium is not treated as perks in the hands of the employees.</p> <p style="text-align: center;">***</p> <p>It is therefore proposed that the University should obtain the Compulsory Insurance as per Section 4-A of the Payment of Gratuity Act, 1972 for discharge of its liability as per the provisions of the Act.</p> <p>The matter is placed for approval.</p>
13.	<p><u>Approval of payment of annual increments to employees.</u></p> <p>Owing to confirmation on the respective posts, as per provisions of HNLU Staff Regulations and recommendations of the Sixth Pay Commission, the confirmed employees of the University have been sanctioned annual increments. Accordingly, they have been disbursed arrears of Rs.21,98,767/- (Rupees Twenty One Lacs Ninety Eight Thousand Seven Hundred and Sixty Seven).</p> <p>The matter is placed for approval.</p>
14.	<p><u>Purchase of three photocopiers for the University:</u></p> <p>The University is in need of purchasing three new photocopiers. One for the Registrar Office, One for Computer Section (printing facility for faculty and student committees) and One for the Library. One photocopier is estimated to cost about Rs.3.50 Lacs. Hence Rs.11.00 Lacs may be allocated for purchase of three photocopiers during the F.Y. 2010-11 (From DGS&D/ through tender).</p> <p>The matter is placed for approval.</p>
15.	<p><u>Perusal and approval of Audit Report of Local Fund Audit for the F.Y. 2009-10</u></p> <p>The University is in receipt of Audit Report of Local Fund Audit for the F.Y. 2009-10.</p> <p>The same is placed for perusal and approval.</p>
16.	<p><u>Provision for Additional Duty Allowance</u></p> <p>The appointment on various statutory and substantial posts is in process. However, some posts such as Registrar, Controller of Examinations, Finance Officer and Wardens are important functional posts. At present the Finance Officer from the Government of Chhattisgarh has joined HNLU on deputation. The posts of Registrar, Finance Officer and Controller of Examination have been advertised many times but in absence of suitable candidates, these posts are vacant till date. The responsibility of the post of Registrar has been assigned to the Finance Officer/Accounts Officer and faculty member from time to time. The work of Controller of Examination and Wardens of Hostels has also been assigned to the faculty members from time to time. Similarly, the work of System Manager has been assigned to Assistant Grade-II in I.T. Section.</p> <p>No remuneration/additional duty allowance has been fixed by the University bodies for taking care of the various assignments. However, since inception, the University has been paying</p>

	<p>Rs.2500/- p.m. to the Wardens. Since last, one and half years, the University has been paying:</p> <ol style="list-style-type: none"> 1. Rs.10000/- p.m. to the Wardens of Boys Hostel and Rs.10000/- to the Wardens of Girls Hostel (on sharing basis). 2. Rs.10000/- p.m. to the Controller of Examinations. 3. The University has also paid Rs.5000/- p.m. to the System Manager (Incharge) for a period of about four months. <p>However, no Additional Duty Allowance has been paid for holding the post of Registrar (Incharge)& Vice-Chancellor (Incharge).</p> <p>Further, it is proposed to pay Rs.1000/- per month to Guest House Incharge and Rs.500/- per month to Guest House Caretaker for additional work.</p> <p>The matter is placed for perusal and approval till permanent appointments on these posts.</p>
17.	<p><u>Balance Payment to NCCL</u></p> <p>The University is in receipt of letter No.NCCL/HNLU/2010-11/082 dated 30.10.2010 from M/s. Nagarjuna Construction Company Ltd., Hyderabad for payment of total outstanding amount of Rs.8,63,05,116/- (Rupees Eight Crores Sixty Three Lacs Five Thousand One Hundred and Sixteen) (including interest @ 15% from January 2010 to November 2010 claimed by M/s. NCCL, Hyderabad).</p> <p>The claim of M/s. NCCL is being examined by the University. The matter is placed for perusal.</p>
18.	<p><u>Accumulated Compensatory Leave.</u></p> <p>The Finance Committee in its meeting held on 21.08.2006 vide item No.6 has taken the decision that if the employees are required to work on Sundays/Holidays they may be paid conveyance allowance of Rs.50/- per day and also one day compensatory leave may be credited to their account which they may avail during a period of one year.</p> <p>However, it is observed that in the past, the compensatory leave has not been regularly credited to the leave accounts of employees for a duration of three-four years and subsequently the compensatory leave ranging upto 100-120 days has been credited to the compensatory leave account. Further, the employees are not in a position to avail the leave so credited within a period of one year in the interest of the University and also the employees. Since sanction of leave depends on the leave sanctioning authority and the employees apply for leave as per requirements. The condition of availing the compensatory leave within a period of one year will force the employees to avail leave on the cost of working days which is neither in the interest of the University nor the employee.</p> <p>Hence, to compensate the employees in the real terms, and in the interest of the University and employees, it is proposed that, the already accumulated compensatory leave or in future balance unused compensatory leave may be converted to Earned Leave</p> <p style="text-align: center;">Or</p> <p>The time limit of one year for availing the compensatory leave may be done away with.</p> <p>The matter is placed for perusal and decision in the interest of the University as well as employees.</p>

19.	<p><u>Reallocation/reappropriation of Budget Heads – F.Y. 2010-11 and Revised Budget Estimates for the F.Y. 2011-12.</u></p> <p>As per the budget estimates approved by the Finance Committee/Executive Council of the University, the total estimated expenditure for the F.Y. 2010-11 under various heads was Rs.6,28,50,000/- (Rupees Six Crores Twenty Eight Lacs Fifty Thousand only) against the estimated budget receipts of Rs.5,08,42,000/- (Rupees Five Crores Eight Lacs Forty Two Thousand only).</p> <p>The Budget estimate and the actual expenditure as on date alongwith reasons and the excess under certain budget heads is shown in the statement with detailed notes. The expenditure in certain heads has exceeded due to the reason that expenditure on certain items was not provided for in the budget, however the unforeseen expenditure has been incurred. To meet out the deficit under certain heads, proposals are placed for reallocation/reappropriation.</p> <p>The matter is placed before the Finance Committee for reallocation/reappropriation and for placing the matter of reallocation/reappropriation before the Executive Council and General Council of the University with justifications.</p> <p>Further, the Revised Budget Estimates for the F.Y. 2011-12 are placed for perusal and approval.</p>
20.	<p>Adhoc appointments on teaching and non-teaching posts.</p> <p>The Executive Council in its meeting dated 03.09.2005 has authorized the Vice-Chancellor to appoint Visiting Professors and adhoc teaching and non-teaching employees as and when required. Since the University has implemented the updated BCI Regulations, looking to the academic requirements of the University, teaching staff have been appointed on adhoc basis as Assistant Lecturers during the Academic year 2010-11. The newly appointed faculty members including freshers, started taking classes for various subjects. To supplement them, Senior Professors/ Experts of the subjects were invited for guest lectures for which the University has paid @ Rs.1000/- per lecture as per UGC norms as well as there airfare reimbursement. The same was considered for inviting invitees/dignitaries in different University functions.</p> <p>The following appointments have been made to teaching and non-teaching posts from time to time as per requirement since last semester:</p> <ol style="list-style-type: none"> 1. Dr. Bibhuti Kalyan Mahakul, Assistant Lecturer (Political Science) @ Rs.15000/- p.m. w.e.f. 10.08.2010 2. Ms. Padma Aparajita Parija, Assistant Lecturer (Law) @ Rs.15000/- p.m. w.e.f. 10.02.2011. 3. Ms. Eritriya Roy, Assistant Lecturer (Economics) @ Rs.15000/- p.m. w.e.f. 11.01.2011. 4. Mr. Shyamtanu Pal, Assistant Lecturer (Law) @ Rs.15000/- p.m. w.e.f. 11.01.2011. 5. Mr. Rajesh S. Surkar, Assistant Lecturer (Law) @ Rs.15000/- p.m. w.e.f. 11.01.2011. 6. Ms. Arathi Ashok, Assistant Lecturer (Law) @ Rs.15000/- p.m. w.e.f. 04.08.2010. 7. Mr. Sudhir Kumar, Assistant Lecturer (Law) @ Rs.15000/- p.m. w.e.f. 04.08.2010. 8. Mrs. Shilpa Jain, Assistant Lecturer (Law) @ Rs.15000/- p.m. w.e.f. 04.08.2010. 9. Mr. Neeraj Tiwari, Assistant Lecturer (Law) @ Rs.15000/- p.m. w.e.f. 04.08.2010. 10. Dr. D. Anand, Assistant Lecturer (Political Science) @ Rs.15000/- p.m. w.e.f. 04.08.2010. 11. Mr. Uttam Kumar Panda, Assistant Lecturer (Sociology) @ Rs.15000/- p.m. w.e.f. 04.08.2010. 12. Ms. Kiran Bala Das, Assistant Lecturer (Economics) @ Rs.15000/- p.m. w.e.f. 04.08.2010. 13. Mr. Abhishek Kumar, Assistant Lecturer (Law) @ Rs.15000/- p.m. w.e.f. 16.11.2010. 14. Mr. Ajay Jain, Engineer @ Rs.18000 /- p.m. w.e.f. 28.07.2010 15. Dr. (Mrs.) M. Shadani, Doctor @ Rs.20000/- p.m. w.e.f. 10.07.2010 16. Dr. Dogendra Singh Parihar, Residential Medical Consultant @ Rs.5000/- p.m. w.e.f. 04.01.2011

	<p>17. Ms. Nisha Jha, Sports Assistant @ Rs.5000/- w.e.f. 06.10.2010 18. Mr. Ravi Shankar Singh, Boys Hostel Manager @ Rs.6720/- p.m. w.e.f. 08.06.2010 19. Mr. Adeep Singh, Assistant/Gym Supervisor @ Rs.6720/- p.m. w.e.f. 31.07.2010</p> <p>The matter is placed for perusal and approval.</p>
21.	<p><u>Approval of Payments made to Prof. Udai Raj Rai, Visiting Professor on per lecture basis during the last semester.</u></p> <p>Looking to the requirement, Prof. Udai Raj Rai was offered the teaching assignments as Visiting Professor at HNLU on per Lecture basis as per UGC guidelines @ Rs.1000/- per Lecture. The amount has been paid upto Rs.40000/- p.m. whereas UGC guidelines are for payment of Rs.25000/- p.m.</p> <p>The matter is placed for perusal and approval.</p>
22.	<p><u>1. Extension of contract for Housekeeping, Security and Mess and</u> <u>2. Outsourcing of Information Technology.</u></p> <p>The University had invited tenders for Housekeeping, Security and Mess in the F.Y. 2009-10. The duration of the tender was for one year and the contract period completed in August 2010. Extension to these contracts has been given during the last semester for housekeeping, security and mess contracts. The same is continued in the present semester also. Process for calling fresh tenders for Housekeeping and Security work has also been initiated.</p> <p>The extension to above contracts has been given in consultation with Hon'ble Chancellor.</p> <p>It is proposed that though the fresh tenders are being called. However, if University received offer prices at higher rates; the University may consider continuing the existing vendors on existing terms and conditions.</p> <p>The posts of System Analyst and System Manager have not been filled up as yet. Hence, in view of the requirement, manpower for I.T. Section has been arranged through outsourcing by calling quotations. Monthly payment of Rs.85000/- is being made to the service-provider M/s. Bliss Info Systems, Raipur. The process for calling fresh tenders has been initiated.</p> <p>The matter is placed for perusal and approval.</p>
23.	<p><u>Approval of tender for transportation arrangements</u></p> <p>(a) As per the requirement for transportation arrangements of students, a 52-seater bus was hired through tender @ Rs.75000/- p.m. (Rupees Seventy Five Thousand per month) during the F.Y. 2010-11. Further, a Maruti Van, Omni was hired for transportation of faculty members during the F.Y. 2010-11 @ Rs.21000/- p.m. plus Rs.7/- per Km. at extra mileage (above 2000 Km. running).</p>

	<p>The matter is placed for perusal and approval.</p> <p>(b) The above hired transportation services are not being availed by the University since December 2010 (after the Semester break). However, the vendors have submitted bills for the month of December 2010, January 2011 for the period for which the University has not availed the services. The vendor has been orally informed regarding discontinuance however written intimation has not been given.</p> <p>The matter is placed for perusal and further course of action.</p>
24.	<p><u>Approval for providing Wi-fi facility to the students in the campus.</u></p> <p>As per demand and requirement of students for making the entire campus Wi-Fi enabled. The matter was discussed with Hon'ble Chancellor by the Vice-Chancellor and after seeking permission, the entire Campus has been made Wi-Fi enabled. An expenditure of Rs.19,51,630/- (Rupees Nineteen Lacs Fifty One Thousand Six Hundred and Thirty) has been incurred for getting the work done.</p> <p>The matter is placed for perusal and approval.</p>
25.	<p><u>Regarding payment of Honorarium to Dr. Anand Pawar, Vice-Chancellor (Incharge), HNLU.</u></p> <p>Owing to completion of tenure, Prof.(Dr.) M.K. Srivastava, the then Vice-Chancellor, HNLU relinquished his office on 08.06.2010. In compliance with the orders issued by the Hon'ble Chancellor, HNLU, Dr. Anand Pawar, Associate Professor, HNLU took charge as the Incharge Vice-Chancellor w.e.f. 08.06.2010 to 14.12.2010 and 07.02.2011 to date.</p> <p>The Executive Council of National Law Institute University, Bhopal vide Ref.No.1529/NLIUB dated 14.10.2010 has passed a resolution for payment of honorarium to Prof. (Dr.) S. Surya Prakash for discharging the additional duties of the Director as under:</p> <p>"The Executive Council after detailed deliberations unanimously resolved that when a person discharges the duties and responsibilities of the Director's Office of the NLIU for more than two months, then 20(Twenty) Percent of his/her Basic Pay shall be paid as Special Allowance for discharging the duties and responsibilities of the Director's Office in an officiating capacity, provided the gross total of his monthly salary should not exceed the salary of the full-fledged Director.</p> <p>The resolution of the Executive Council of NLIU, Bhopal is based on the fact that Prof. (Dr.) S. Surya Prakash is a Professor and the difference between the salary of the Director/Vice-Chancellor and that of a Professor is to the tune of 20%. However in the instant case the difference between the salary of Associate Professor and Vice-Chancellor of HNLU is more than 50%. However, it is proposed that Honorarium/Special Allowance may be paid to Dr. Anand Pawar @ 40% of his basic pay, not exceeding the pay of full-fledged Vice-Chancellor.</p>

	<p>The subject matter has been discussed with the Hon'ble Chancellor at his residence, by the then Vice-Chancellor of the University. Accordingly, this may be allowed subject to approval of the Executive Council.</p> <p>The matter is placed for perusal and approval.</p>
26.	<p><u>Regarding approval of expenditure incurred towards organizing 3rd Justice Hidayatullah Memorial National Moot Court Competition from 22nd to 24th October 2010.</u></p> <p>The Hidayatullah National Law University organized 3rd Justice Hidayatullah Memorial National Moot Court Competition from 22nd to 24th October 2010 for which expenditure of Rs.11,69,277/- has been incurred. Out of this amount, expenditure of Rs.7,38,074/- has been spent from the funds arranged from outside Sponsors and Rs.4,31,203/- has been incurred by the University out of the previously disbursed State Government grant of Rs.6,20,000/- for Organizing Hidayatullah Centenary Celebrations.</p> <p>The matter is placed for perusal and approval please.</p>
27.	<p><u>Regarding approval of budget estimates and expenditure for organizing SACCEP 2011 Conference from 25th to 27th March 2011.</u></p> <p>The Hidayatullah National Law University is organizing South Asian Conference on Contemporary Environmental Perspectives from 25th to 27th March 2011. As per the University Level Organizing Committee, the estimated expenditure for organizing the above conference is Rs.16,35,300/-. Rs.5,00,000/- have been arranged by the University from external sponsors. Efforts are still being made for arranging additional sponsorships. However, in case the remaining sponsorship is not arranged the University will have to bear the remaining expenditure to the tune of Rs.11,35,300/-.</p> <p>The matter is placed for perusal and approval please.</p>
28.	<p><u>Proposed Budget for setting up of Child Rights Centre by UNICEF/HNLU, Raipur</u></p> <p>The University has prepared a proposal for establishing a Child Rights Centre in collaboration with UNICEF. The annual expenditure including creation of posts and appointments thereon, research activities, running short term certificate courses, travel expenses etc. works out to Rs.58,19,000/- out of which Rs.18,60,000/- towards expenditure on posts will be borne by UNICEF. Rest of the expenditure of Rs.39,59,000/- is to be borne by HNLU.</p> <p>The matter is placed for perusal and approval.</p>
29.	<p><u>Proposal for fixing of Sign Board & other Informatory Boards.</u></p> <p>As per requirement, the University has prepared a proposal for fixing of Sign Boards & Other Informatory Boards through tender. The estimated amount for this work is Rs.5,47,047/- (Rupees Five Lacs Forty Seven Thousand and Forty Seven).</p>

	The matter is placed for perusal and approval please.
30.	<p><u>Proposal for fixing of mosquito nets in Boys Hostel.</u></p> <p>As per requirement, the University has prepared a proposal for fixing of Mosquito Nets in Boys Hostel through tender. The estimated amount for this work is Rs.1,39,400/- (Rupees One Lac Thirty Nine Thousand Four Hundred).</p> <p>The matter is placed for perusal and approval please.</p>
31.	<p><u>Payment of Rs.1,34,250/- to M/s. CREDA, Raipur.</u></p> <p>M/s. CREDA, Raipur has carried out the work of installation of Solar Equipments and pipelines in the University on the basis of work allotted previously. Further, for installation of additional pipeline, tank, tap, valve etc. towards installation of solar equipments, M/s. CREDA, Raipur has raised bill for Rs.1,34,250/- (Rupees One Lac Thirty Four Thousand Two Hundred and Fifty).</p> <p>The same is placed for perusal and approval.</p>
32.	<p><u>Proposal for Annual Maintenance Contract of Anti Theft System installed in Library.</u></p> <p>The University library is having "3M Security System" as anti-theft system which requires maintenance from time to time. The University is in receipt of proposal for Annual Maintenance Contract from RDG Microelectronics, Mumbai from which the anti-theft system was purchased and installed.</p> <p>As per proposal the Annual Maintenance Contract for the Anti-theft system is Rs.1,59,935/- (Rupees One Lac Fifty Nine Thousand Nine Hundred and Thirty Five).</p> <p>The matter is placed for perusal and approval.</p>
33.	<p><u>Proposal for purchase and installation of UPS for the Conference Hall.</u></p> <p>The University organizes various programmes from the time to time in the Conference Hall of the University. In case of power failure, the programme gets interrupted due to darkness, failure of light arrangements, mike system, projector etc. To avoid this unwarranted situation, it has been proposed to connect some CFL lights & mike system/ projector of the conference hall with UPS. The estimated cost for purchase of UPS is Rs.1,50,000/- (One Lac Fifty Thousand) approximately.</p> <p>The matter is placed for perusal and approval.</p>
34.	<p><u>Purchase of PVC water tank & fitting work.</u></p> <p>In the University campus, the PVC water tanks fitted by NCCL, Hyderabad are broken/ damaged which need immediate replacement. The NCCL officials were contacted for replacement but they have not turned up. The estimated cost of purchasing and fitting the water tanks is Rs.1,72,275/- (Rupees One Lac Seventy Two Thousand Two Hundred</p>

	<p>and Seventy Five). In view of the urgency, the work may be got done by the University and the amount may be recovered from M/s. NCCL.</p> <p>The matter is placed for perusal and approval.</p>
35.	<p><u>Proposal for Opening of ATM in University Campus.</u></p> <p>The University is in receipt of proposal from Union Bank, Raipur for opening of an ATM in the University Campus as under:</p> <p>The University is already having an ATM of IDBI Bank in the University Campus. The IDBI Bank is also providing extension services to the University on the following terms and conditions:</p> <ol style="list-style-type: none"> 1. Security Deposit of Rs.1.00 Lac (One Lac) will be paid by the bank in advance. 2. Monthly rent of Rs.10,000/- will be payable by the bank in advance. 3. The Bank will pay Electricity charges on actual basis. 4. The Bank will construct ATM room at its own cost in the premises/space allotted by the University. 5. The lease for the ATM will be for a maximum period of 10 years. <p>The matter is placed for perusal and approval.</p>
36.	<p><u>Regarding revision of fee structure for B.A. LL.B. (Honours) and LL.M.</u></p> <p>The matter regarding revision of fee structure of B.A. LL.B. (Honours) and LL.M. was placed before the Executive Council of the University in its meeting dated 26.09.2009. It was decided in the meeting that information/fee structure of other National Law Universities should be collected and comparative statement must be placed before the next Executive Council, before taking any decision on fee structure at HNLU.</p> <p>The information has been collected and comparative fee structure has been prepared. Further, the Admission Committee of the University has perused the same and after detailed deliberations suggested for revision of fee structure of HNLU of B.A. LL.B. (Hons.) and LL.M.</p> <p>The same is placed for perusal and approval please.</p>
37.	<p><u>Letter dated 04.01.2011 received from M/s. World Wide Security Organisation, Bhopal for payment of Rs.3,39,088/- deducted from monthly bills.</u></p> <p>The University is in receipt of letter dated 04.01.2011 received from M/s. World Wide Security Organization, Bhopal for payment of Rs.3,39,088/- deducted from monthly bills for the period August/September 2009 to November 2010. The work was allotted to M/s. World Wide Security Organization, Bhopal through tender.</p> <p>There is no condition mentioned for such deduction in the contract agreement executed with the contractor. Hence, the payment of Rs.3,39,088/- may be made to the contractor.</p> <p>The matter is placed for perusal and approval.</p>

38. Any other matter with the permission of the chair.

- (a) Proposal of Electrical Maintenance Work of the Campus. Estimated cost for Annual Maintenance Contract is Rs.6,00,000/- (Six Lacs only).
- (b) Proposal for Solar Load Distribution tender. Estimated cost Rs.1,13,365/- (Rupees One Lac Thirteen Thousand Three Hundred and Sixty Five).
- (c) As per entitlement faculty members are to be given five advance increments for Ph.D. Decision already taken by the Executive Council of the University.
- (d) The employees are entitled for annual increments on satisfactory completion of services of one year.