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National Institute of Open Schooling
A-24/25, Institutional Area
Sector -62, Noida

Minutes of the 42nd meeting of the Finance Committee held on 30.09.2010 at 11.00 AM in the Conference Hall (Chairman's Block) of the National Institute of Open Schooling, A-24/25, Institutional Area, Sector -62 Noida.

1. The following members were present :-

1. Dr. S. S. Jena, Chairman, NIOS
2. Sh. S. R. Dogra, Dy Secy, (MHRD), Representative of , Jt. Secy (SE), MHRD
3. Smt. Rajni Tandon, A F Ar , (MHRD) (Representative of AS&FA, MHRD)
4. Sh. L. Gurumurthy, Director, ICWAI
5. Prof. Puran Chand, Former Jt. Director, CIET, NCERT
6. Sh. G.G. Saxena, IAS, Secretary, NIOS
7. Sh. C. Dharuman, Director (Evaluation), NIOS
8. Dr. Sushmita Mitra, Director (SSS), NIOS
9. Dr. K.P. Wasnik, Director (Academic & Vocational), NIOS

In attendance Sh. S.K. Tanwar, Dy. Director (Accounts)

2. The Chairman, NIOS welcomed the members and informed about the sudden demise of Late Sh. Vikram Chandra, one of Finance Committee member of NIOS. Members paid their tribute and Dr. Jena chairman NIOS proposed the condolence message on behalf of Finance Committee and the Chairman NIOS. Thereafter two minutes silence was observed in respect of departed soul. Then Chairman asked the Secretary, NIOS to take up the agenda items.

2.1.1 Item 42.1(a) To confirm the minutes of the 41st Finance Committee meeting held on 14th May 2010.

The minutes of the 41st Finance Committee held on 14th May 2010 were sent to the members for their comments. Since no comments were received, the minutes of the meeting was confirmed.

2.1.2 Item 42.1(b) To report the action taken on the minutes of the 41st meeting of the Finance Committee.

The Finance Committee took note of the action taken on the minutes of 41st Finance Committee. The Secretary, NIOS also put on record that suggestions rendered by Late Sh. Vikram Chandra in the previous Finance Committee were considered by NIOS as given below:-

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- i) To develop a plan on reach out of the open schooling programme to the disadvantaged group in the context of mandate after launching of RMSA by Govt. of India.
 - ii) To draw up an action plan for next 5 years keeping in view of financial growth of the institute at this point by engaging a professional institution.

Above suggestions were incorporated in the scope of work of the agency which may be entrusted the study work on various activities of NIOS.

2.2 Item 42.2 To consider and approve the Revised Estimate for 2010-11 and Budget Estimates for the year 2011-2012 under PLAN and NON-PLAN of NOS Society.

The Secretary, NIOS presented the highlight of Revised Estimate and Budget Estimate for Plan and Non Plan Budget of NIOS. He informed that from this year onwards, rationalization of Budget heads took place with the approval of last Executive Board and many of the activities incurred under Plan Budget heads were shifted to NIOS own generated income. Thereby expenditure on existing Regional Centres, expenditure on procuring computer, library and routine expenditure of Academic and Vocational Department have been met out from NIOS own generated income. Keeping in view of maintaining quality in NIOS certification, rates for various examination activities have also been revised and most of these rates were made applicable from this year onward. Apart from increase due to usual annual growth, provision for filling up of vacant post, which are likely to be completed by November 2010 and implementation of MACP Scheme were made. All these have resulted in steep increase in the Non Plan (expenditure from NIOS own generated income). The expenditure under Non Plan head have projected to be increased to Rs. 97.20 crores against an actual expenditure of Rs. 69.53 crores in the previous year. The projected expenditure for the year 2011-12 has been kept at Rs. 113 crores. This has been worked out keeping in view further growth of NIOS activities and recent increase in the rate of various activities etc.

Major component of NIOS income are the fees received from the students by way of admission and examination fees. Though expenditure has increased considerably but NIOS would be able to meet out its current year expenditure from the NIOS own generated fund.

NIOS plan expenditure are met from the grant in aid provided by the MHRD Ministry. This year a projection of Rs. 15.00 crore under Plan expenditure head has been made. Keeping in view Govt. directives and its mission and objective, NIOS has undertaken several new initiatives. He informed that agreement with BECIL had already been signed and within few months time, setting up of media studios would be completed. A temporary or make shift studio would also be set up soon so as media work do not suffer. It would be utilized to counter extra media work after the completion of its main studio. Initiative for 'Capacity Building project' and more emphasis on vocational education programme are being given due importance. But all the activities will be met within the Plan Budget fund committed by MHRD, Govt. of India and by reducing

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its expenditure by using Public Private Partnership mode. For the next year i.e. 2011-12 an outlay of Rs. 18.00 crores had proposed under the Plan Budget Estimate.

The Chairman, NIOS also added that after changing of its nomenclature from National Open School to National Institute of Open Schooling in the year 2002, no major activities on research and training were carried out in NIOS and with the launching of new proposed programmes and projects, much needed work in these direction are being taken up.

Thereafter proposed Budget Estimate and Revised Estimate were discussed in detail. Suggestion from one of the member that Library being the academic activity should be booked under Plan Head, which was also accepted. With this observation Revised Estimate 2010-11 and Budget Estimate 2011-12 were approved by the Finance committee.

2.3 Item 42.3 To consider and approve the Audit Report of Annual Accounts of NIOS for the Financial Year (FY) 2009-2010.

After observing the audit report on Annual Accounts of NIOS and suggestion of a member that Accrued interest should be confirmed from banks before incorporating into NIOS account to avoid any difference in the interest earned figure was noted. Thereafter Finance Committee approved the Audit Report and Annual Accounts of NIOS for the year 2009-10.

2.4 Item 42.6 To consider and approve the proposal for entitlement for Air Travels to NIOS officials by Pvt Airlines.

After considering practical problems being faced by NIOS in implementing of Govt of India order to Air Travel by Air India only, the Finance Committee took note of Rule 209 (6) (iv) (a) of GFR 2005 and approved the proposal to use other airlines on emergent and urgent basis. However, the Chairman, NIOS was authorized to take a decision on case to case basis.

2.5 Item 42.5 To consider revision of rates of Road Mileage for Taxi and Auto as approved by Transport Authority of Delhi.

The Finance Committee approved the revision of rates of Road Milage for Taxi and Auto as approved by Transport authority of Delhi.

	Present Rate	Revised Rate	
Auto Rickshaw	Rs. 4.50	Rs. 6.50	Rs. 19/- for first 2 kilometer (upon downing the meter) and thereafter Rs. 6.50 per Kilometer for every additional kilometer.

Taxies	Rs. 8.50	Rs. 11.00 (non AC)	- Rs. 20/- for first kilometer (upon downing the meter) and thereafter Rs. 11 per Kilometer for every additional kilometer for non AC.
		Rs. 13.00 (AC)	- Rs. 20/- for first kilometer (upon downing the meter) and thereafter Rs. 13 per Kilometer for every additional kilometer for AC.

It was also resolved that any further revision by Govt. of India in this respect would automatically be made applicable to NIOS.

2.6 Item 42.6 To consider the proposals for collaborative programmes between NIOS and Saakshar Bharat (National Literacy Mission)

Proposed agenda item deferred for time being and would be taken up as and when approval from NLM would be received.

2.7 Item 42.7 To consider and approve the revision of financial limits of reimbursement of expenditure incurred on purchase of brief case, leather bags etc.

The Finance Committee approved the revision of financial limits of reimbursement of expenditure incurred on purchase of brief case, leather bags etc. as

Sl. No.	Level of Officers	Previous Ceiling	Revised ceiling
1.	Chairman	No ceiling	Rs. 7000/-
2	Secretary & HODs	Rs. 2500/-	Rs. 6000/-
3.	Joint Director	Rs. 2500/-	Rs. 5000/-
4	Deputy Director	Rs. 2500/-	Rs. 5000/
5.	Assistant Director	Rs. 2500/-	Rs. 4000/
6.	Academic Officer	Rs. 1500/-	Rs. 4000/
7.	Section Officers & equivalent	Rs. 1200/-	Rs. 3000/

The exiting guidelines to issue of brief case would continue to be followed.

2.8 Item 42.8 To consider and approve the revision of rates of Legal Fee in NIOS.

The proposal for revision of rates of Legal Fee in NIOS on terms of rates adopted by CBSE was considered by the Finance Committee and approved as per Annexure -A.

2.9 Item 42.9 To report the streamline the process of purchase items for National Institute of Open Schooling stores.

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The Finance Committee took note of the streamlining of process of purchase items for National Institute of Open Schooling store. However, the committee resolve that the Competent Authority may take a decision in including the other officers/staff in the event of non-availability of the members already nominated to such committees.

2.10 Item 42.10 To consider and approve the setting up of Capacity Building cell in NIOS

The Chairman briefed about the proposal of setting up of Capacity Building Cell in NIOS. The members appreciated the report prepared by COL and agreed with the recommendations proposed in the report. To take initiative on the implementation of aforesaid report, a Capacity Building Cell is required to be set up by appointing minimum number of staff as suggested in the agenda item.

Keeping in view the importance of Capacity Building Cell in the functioning of NIOS, the Finance Committee approved the feasibility report for Capacity Building in totality and approved the following:-

- i) Approved the staff position as given below and NIOS will take necessary steps to get the aforesaid position sanctioned from MHRD.

Sl. No.	Positions	Number position	Pay Scale
1	Director	1	Rs.37,400-67,000 + GP Rs.8700
2	Dy. Director	1	Rs.15,600-39,100 + GP Rs.7600
3.	Asstt. Director	2	Rs.15,600-39,100 + GP Rs.6600
4.	Training Officers	4	Rs.15,600-39,100 + GP RS.5400
5.	Section Officer	2	Rs.9300-34,800 + GP Rs.4600
6.	EDP Supervisor	1	Rs.9300-34,800 + GP Rs.4200
6.	Stenographer	1	RS.5200-20200 + GP Rs.2400
7.	Junior Assistants (multi-skilled)	3	Rs.5200-20,00 + GP Rs.1900

- ii) Approved the following staff on temporary basis till the time regular sanction received from MHRD.

Sl. No.	Position and Number	Salary
1.	Jt. Director - 1	PB4+ Rs.8700
2.	SEO (Training Officers) - 4	Rs.17000/- (consolidated) as per norm
3.	Executive Assistant (multi-skilled assistant) - 3	Rs.11000/- (consolidated) as per norm
4.	Attendant - 1	D/W as per norm.

- iii) Approved the provision of fund under plan budget of Rs. 54.60 lakh for the year 2010-11 and Rs. 189 lakh for the year 2011-12. These provisions will be managed within the allotted fund to NIOS.

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2.11 Item 42.11 To report the collection of NIOS fees through Indian Bank and signing of Memorandum of Understanding with them.

The Finance Committee took note of the proposed arrangement of collecting of NIOS fees through Indian Bank and signing of MOU with them. The member suggested that the bank should submit MIS, in manner in which NIOS required on the day to day basis to facilitate reconciliation of fees. They also urged the bank charges for collection of NIOS fees also be negotiated with the bank and other bank should also be involved to provide wide network of fee collection to NIOS learners.

The Secretary informed that arrangement with Syndicate Bank is also on final stage and once arrangement with these two banks operationalise the other banks would also be considered to provide the same facilities.

2.12 Item 42.12 To consider and approve the procedure for executing of renovation and development of infrastructure at A-24/25 and A-31 premises of NIOS.

It was informed that many of the existing facilities like Guest House, Conference Hall and other infrastructure still have scope for optimum utilization as it required proper furnishing and upgradation/renovation. Hence, there is need to utilize the existing facilities optimally by upgradation/renovation and development of available infrastructure by involving professionalism. As suggested in the agenda item, such professional agency would better undertake such type of work. If work is carried out on PPP mode it would not burden NIOS and at the same time better facilities would be available to the organization.

In coming years NIOS has to incur a huge expenditure on maintenance of existing infrastructure. As NIOS has been sustaining by the income received from the fees collected from the NIOS learners and any increase in expenditure may put extra burden on NIOS learners. Therefore, there is need to contain ensuing extra expenditure on maintenance of existing infrastructure. Though NIOS is a non-profit making educational institution, it can augment its resources by engaging agency on public private partnership which shall furnish/modify/renovate NIOS infrastructure. This infrastructure would be developed & maintained by the developer on Renovate Operate Maintain & Transfer (ROMT) basis, but will also be available for use of NIOS. The PPP mode is gaining momentum and many Govt. Deptts. are adopting this mode to save cost of developing infrastructure and at the same time using it as per their own need. The members were also requested to provide their valuable suggestions on this issue.

The members appreciated NIOS initiative as it would help NIOS in curtailing its expenses which would ultimately be helped to NIOS clientage.

Considering all above facts, the Finance Committee approved the proposal in principle to work out the modalities of the execution of work specified in the agenda item through PPP mode. A Transaction Advisor/Consultant/Planner may be selected through a transparent procedure by publishing EOI/RFQ.

2.13 Item 42.13 To consider and approve the proposal for setting up a temporary/makeshift recording studio in NIOS H. Q.

The Finance Committee has approved the idea of setting up a recording studio and approved the proposal. It was also pointed out that the temporary studio will continue to be used even after full-fledged studio is commissioned. Due to increased demand for TV programme both the studio would be required in future.

Additional Items

Item 1(a) To report the minutes of the 17th meeting of Evaluation Committee.

The members took note of the minutes of the 17th Evaluation Committee meeting.

Item 1(b) To consider and approve the revision of rates of certain activities related to examination activities as recommended in 17th meeting of Evaluation Committee.

The Finance Committee consider and proposal in light of the recent hike in remuneration for almost all activities of examinations and approved the revision of rates as under;-

S.No	Description	Current rates	Revised rate/Approved
1.b (1)	Verification of NIOS documents (for private companies and individual learners)	Nil	Rs. 300/- per candidate
1.b (2)	Remuneration for Paper setter for Hindi version of the question papers	Rs. 1800/-	Rs. 1800/- + Rs. 400 (additional)
1.b (3)	Processing fees for Re-evaluation of answer sheet for Secondary of On Demand Examination	Rs. 500/-	Rs. 700/- per subject
Revision of rates of examination fee and late fees.			
1.b (4)	Examination Fees	Rs. 100/- per subject (Last revised in 2005)	Rs. 150/- per subject
	Additional fees for Practical subjects (16 th December-31 st December) (16 th June-30 th June)	Rs. 50/- per subject for (Last revised in 2005)	Rs. 70/- Practical subject.
	Late fees (1 st January-4 th January) (1 st July- 4 th July)	Rs. 15/- per subject (Fixed in 1991)	Rs. 50/- per subject
	Consolidate late fee to be received at Regional Centres only (5 th January-20 th January) (5 th July-20 th July)	Rs. 500/- consolidated (Fixed in 1994)	Rs. 800/- consolidated

Item 2 To consider and approve the conduct of work study by National Productivity Council for restricting of manpower requirement of NIOS for present and for future expansion.

The Finance Committee members were informed that besides having in-house analysis on various issues, there was a need to carry out a scientific study by a professional agency to address NIOS requirement particularly rationalization and future requirement of staff position.

Members were of the view that such consultants usually do mechanical study unless the organization assist them properly, therefore, nodal officers from each department should be associated to help them in providing necessary inputs. The agency should also consult Chairman, Secretary and other HODs at the various stages of their studies before finalization of their report. However, the scope of such study should be explicitly incorporated in the MOU ~~and~~ proposed in the agenda item.

With these observation, the Finance Committee approve the proposed agenda item.

Item 3 To consider and approve the rates for Inquiring Officers and others.

The Finance Committee approved the revision of the rates based on Govt. of NCT of Delhi for Inquiring Officers and others as under:-

Designation	Remuneration/Honorarium
Inquiry Officers (Retd.)	Rs. 15,000/- per case
Inquiry Officers (Serving)	Rs. 3000/- per case
Presenting Officer	Rs. 1500/- per case

Item 4 To consider and approve the norms for one time consolidated admission including Examination Fee for Muslim Minority learners from Madrassas (Accredited Institutions for Academic and Vocational Courses).

The Finance Committee approved the norms for one time consolidated admission including Examination Fee for Muslim Minority learners from Madrassas (Accredited Institutions for Academic and Vocational Courses) but it would be implemented after getting approval from Govt of Indian on reimbursement of fees to NIOS.

Rate approved by Finance committee are as under:-

Course	General Category		Exempted Category SC/ST
	Male	Female	

	(Rs.)	(Rs.)	Ex-Serviceman, Different Abled Peron (Rs.)
A. Academic Course			
a) Secondary Course upto Maximum of 07 subjects (consolidated fees for admission and examination).	1900/-	1650/-	1450/-
b) Senior Secondary upto Maximum of 07 subjects (consolidated fees for admission and examination)	2050/-	1800/-	1525/-
B. Vocational Course			
Actual Course Fee as per the details given in the Vocational Prospectus plus Rs. 150/- (Rupees One Hundred Fifty only) as one time Examination Fee for all categories.			

Item 5

To consider and approve the Development of Project on Open Educational Resources (OER) in NIOS for Vocational Education

It was informed that Open Educational Resources would not only be benefited for the students pursuing their studies through Open and Distance Learning System (ODL) at school level but it would also be assessable to millions of learner in development of their skills in various vocations. The member unanimously agreed with the need to work for the development of Open Educational Resources (OER) in NIOS for vocational Education.

Considering all these facts, the Finance Committee approved the proposal of the Development of Project on Open Educational Resources (OER) in NIOS for Vocational Education.

Item 6

To consider and approve the Development of e-Learning content for Certificate in Computer Applications (CCA)

The proposal of Development of e-Learning content for Certificate in Computer Applications (CCA) was approved by the Finance Committee .It was also decided that all codal formalities required under GFR would be followed in implementing the scheme. .



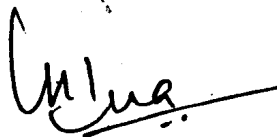
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Finance Committee took note of the following reporting items:-

- (a) The action initiated for purchase of flats on outright/hire purchase basis from DDA was ratified by the Finance Committee. The Finance Committee has also agreed with NIOS proposal for getting allotment of land in institutional area or built up area in Commonwealth Village near Akshardham.
- (b) The hiring of Manpower through agency.
- (c) Hiring of space for two Regional Centers and a Sub-Regional Center at Bangluru, Bhubaneswar and Vishakapatnam.
- (d) The agreement signed with BECIL for providing Professional services for supply, installation, integration, testing and commissioning of TV Studio set up at NIOS, NCR-Delhi.

The meeting ended with the vote of thanks.


Secretary


Chairman

Revised Rates of Legal Fee

Sr. No.	Category	Previous Legal Fees	Approved Legal fees for NIOS
1.	Retainer Fee	Rs. 6000/- per annum	Rs. 12000 /-per annum
2.	Fee for daily appearance	(Supreme Court) Rs. 3000/- per case (Final hearing) & Rs. 1500/- Non effective hearing (High Court) Rs. 3000/- per case effective hearing Rs. 500/- for non effective hearing	Rs. 3000/- per hearing (Rs. 6000/- for a maximum of three effective hearings)
3.	Drafting reply to the SLP/WP	(Supreme Court) Rs. 1100/- per case (High Court) Rs. 1050/- per case	Rs. 2200/- per case.
4.	Drafting Misc. application/Reply to the rejoinder	Rs. 1050/- per application	Rs. 2100/- per application
5.	Conference	Rs. 300/- per conference	Rs. 600/- per conference
6.	Clerkage	-----	-----

Legal Fee for Lower Courts

Sr. No.	NIOS Old Rates (GOI Rates)	Approved Rates
1.	Rs. 2,200/- per case	Rs. 5,000/- per case
2.	10% clerkage on professional fee	10% clerkage * on professional fee
3.	Actual expenses as incurred by the counsel on typing, Photostat charges and misc. expenditure	Actual expenses as incurred by the counsel on typing, Photostat charges and misc. expenditure

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The following guidelines has also been approved:-

- The fees of designated Sr. Advocates shall be as claimed by them.
- The fees in case of expert advice in a particular matter shall be as claimed by them.
- Rs. 11000/- per date of hearing to the advocates in Supreme Court in case if NIOS is petitioner/appellant.
- Rs. 5500/- per date of hearing to the advocates in High Court in case if, NIOS is Petitioner/Appellant.
- In case, of bunch matters the fees shall be fixed prior to engagement and its shall be mutually agreed upon.
- There will be a maximum of three conferences in a case before the High Courts and Supreme Court in addition to this, one conference is permissible for setting the pleadings.
- Actual expenses incurred by the Advocates on typing, Photostat charges and Misc. expenditure will be reimbursed to them.
- The terms of appointment will be for a period of one year to handle the legal matters and the court cases to be filed/defended in Supreme Court/High Court or in Lower Courts.
- The appointment will be terminable on one month's notice in writing on either side.
- The Legal Advisors will be paid an Retainership fees of Rs. 12000/- at end of the year.
- Legal opinion/reply to the legal notice referred to Legal Advisers by NIOS in a particular file shall be Rs. 500/- per file plus actual expenses will be payable.