

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

Minutes of the 43rd meeting of the Finance Committee held on 19th January 2011 at 3.30 P.M. 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	Chairman
2.	Sh. S. R. Dogra, Dy Secy, (MHRD), (Representative of Jt. Secy (SE), MHRD)	Member
3.	Smt. Neha Singh, Section Officer, IFD, (MHRD) (Representative of AS&FA, MHRD)	Member
4.	Sh. L. Gurumurthy, Director, ICWAI	Member
5.	Prof. Puran Chand, Former Jt. Director, CIET, NCERT	Member
6.	Sh. R. K. Bhatia, Dy. Controller of Accounts (Retd.), Delhi Govt.	Member
7.	Dr. Sushmita Mitra, Director (SSS), NIOS	Member
8.	Sh. C. Dharuman, Director (Evaluation), NIOS	Member
9.	Dr. K.P. Wasnik, Director (Vocational), NIOS	Member
10.	Dr. Kuldeep Aggarwal, Director (Academic), NIOS	Member
11.	Sh. G.G. Saxena, IAS, Secretary, NIOS	Member Secretary

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

2. The Chairman, NIOS welcomed the Finance Committee members and informed that Sh R. K Bhatia, Deputy Controller of Accounts (Retd.) has been nominated as a new member of Finance Committee in place of Late Sh Vikaram Chandra. After brief introduction, with the permission of the Chair, the Secretary, NIOS took up the agenda items.

2.1.1 Item 42.1(a) To confirm the minutes of the 42nd Finance Committee meeting held on 30th September 2010.

The minutes of the 42nd Finance Committee held on 30th September, 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 42nd meeting of the Finance Committee.

The Finance Committee took note on the action taken on the minutes of 42nd Finance Committee. The Secretary informed that the suggestion rendered by Late Sh. Vikram Chandra has been included in the scope of work with National Productivity Council which is in the advance stage of its formulation. The Chairman also added that NIOS proposal for providing financial aid to State Open School under RMSA scheme is under consideration with MHRD and a meeting of Standing Finance Committee for its approval will be held shortly in MHRD.

2.2 Item 43.2 To consider and approve the revision of Delegation of Financial Powers to the Chairman, NIOS, HOD's and other Officers of NIOS.

The Secretary informed that revision of Delegation of Financial Power to the Chairman, HOD's and other officers of NIOS is one of the major administrative reforms in the smooth functioning of NIOS which would result in better coordination and speedy disposal of NIOS works. Last revision took place in February 2003 and thereafter drastic changes in the organizational functioning and quantum increased in the volume of work have taken place. The basic principles followed in drafting Delegation of Financial Powers are:-

1. Where fix norms are there, after getting administrative approval from the Competent Authority, expenditure may be sanctioned by the subordinate authorities.
2. To facilitate Regional Directors to have functional independency in carrying out their day to day routine work.
3. The concerned department may be responsible for approving expenditure relating to their own department, thereby may be accountable for budget provision of their related department.

After suggesting minor changes, the Finance Committee approved the Draft Delegation of Financial Powers to the Chairman, HOD's and other Offices of NIOS which is annexed as **Annexure-A**.

2.3 Item 43.3 To consider and approve the Launching of HUNAR Project in Delhi.

It was informed to the members that after successful launching of HUNAR Project in Bihar, NIOS plans to replicate the same programme in NCT of Delhi in a phase manner, starting from one of the Parliamentary constituency. Initially five vocational courses will be taken up in the proposed project which will be beneficial for out of School Muslim girls in the age of 14 plus, girls belonging to other disadvantaged groups of the society and disadvantaged women. The Finance Committee appreciated the NIOS initiative and approved the launching of HUNAR Project in Delhi. The Finance Committee has also approved an amount of Rs. 72.81 lakh as project cost which will be met from the Plan Budget allocation of NIOS by the MHRD for the year 2010-11 and 2011-12.

2.4 Item 43.4 To consider and approve change in the processing fee to be charged from schools outside India seeking accreditation to NIOS.

The Finance Committee approved the revision of processing fees to be charged from Schools outside India seeking Accreditation to NIOS as under:-

Total 1000 USD will be charged from Schools outside India on account of processing fees for accreditation to NIOS. The fees will be charged in two parts which will be non refundable.

(a) 500 USD will be charged as processing fee for accreditation of schools outside India alongwith the application for accreditation.

(b) After school/institution is recommended by the Screening Board for inspection, 2nd installment of Rs. 500 USD will be charged from the school institutions for inspection purposes.

The enhanced processing fees would be affected from January 2011 onwards.

2.5 Item 43.5 To consider and approve the rate of consultant for various activities of NIOS.

The Finance Committee approved the following remuneration for the various level of Consultants:-

Sl. No.	Level	Proposed Remuneration
1	Senior Consultant	Rs. 30,000 to Rs. 37,500
2	Consultants	Rs. 22,500 to Rs. 30,000
3	Junior consultant	Rs. 15,000 to Rs. 22,500

The following suggestions of the members were also unanimously agreed by the Finance committee for its implementation while engaging Consultants in the NIOS:-

1. A detailed Terms of Reference (TOR) will be prepared by the Department proposing the requirement of Consultant which will inter-alia include the specific task to be carried out, period of appointment and qualification/experience of the Consultant.
2. The consultant will be assigned for the specific task which will not be of routine or day to day nature.
3. The period of appointment of Consultant will be briefed and task based.
4. The details of eligibility criteria for all the three level of Consultant should be worked out separately for Academic and for Non Academic work.

2.6 Item 43.6 To consider and approve the revised estimated cost for setting up of Video Studio in NIOS HQ building at A-24-25 NOIDA

It was informed to the Finance Committee that in changed scenario when most of the organizations including Doordarshan have started using HD equipment in their studios, NIOS should also go for HD equipment in its new studio. The Finance Committee thereafter agreed the recommendation of Sub-Technical Committee and Media Advisory Committee of NIOS for upgrading HD Equipment in setting up of High Definition Video Studio in NIOS Head Quarter. The Finance committee also agreed and approved the revised proposal of Rs. 4.3 crore and breakup of payment to BECIL from Plan Budget of NIOS as per the following details:-

A)	40% of HD Studio Cost Rs. 4,30,65,000/-	Rs. 1,72,260,00/-
B)	40% of SD Studio Cost Rs. 2,09,50,000/- Including BECIL Fee and Service Charge	Rs. 92,11,883/- already paid advance
(A-B) Balance to be paid during 2010-11		Rs. 80,14,117/-
60% of Rs. 4,30,65,000/- to be paid during 2011-12		Rs. 2,58,39,000/-

2.7 Item 43.7 To consider and approve the budget estimates for procurement of 157 Video Programmes from Vigyan Prasar (An autonomous organisation under the Dept. of Science of Technology, Govt. of India).

The Finance Committee considered and approved the procurement of 157 Video Programmes on a total cost of Rs. 2,82,600/- from Vigyan Prasar for multi telecast rights for proposed 24X7 school TV Channel of NIOS.

2.8 Item 43.8 To consider and approve the hiring of contractual staff from BECIL for the Media studio of NIOS.

The Finance Committee approved the NIOS proposal for outsourcing of Technical staff from BECIL as under:-

Sl.	Post	Staff required	Job Profile	Approved Remuneration
1.	Producer	01	Production of video programme including discussions with the faculty members/presenters, proposal for the shooting, acquiring approvals for budget, payments to the outside experts, managing their hospitality, finalizing the programme with editor and subject expert.	Rs. 20,000/-
2.	Cameraman	01	To work as camera person for shooting of the video programme.	Rs. 16,000/-
3.	Editor	01	Editing (on-line, off-line on NLE), mastering, capsuling.	Rs. 18,000/-
4.	Technical Asstt	01	Maintenance of studio equipments, AMC, to prepare the studio for shoot, lighting with cameraman, video/sound recording,	Rs. 12,000/-
Total				Rs. 66,000/-

In additional professional fee at the rate of 10% and service tax as applicable will also be charged by BECIL. The NIOS will not bear any liability on account of hiring of staff except the amount agreed to BECIL. The Finance Committee also approved the expenditure of hiring of staff from Plan fund as under:-

Tentative Expenditure for 2010-11 (2 months)	Rs.1,32,000/-
Tentative Expenditure for 2011-12	Rs.7,92,000/-
Total	Rs. 9,24,000/-

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2.9 Item 43.9 To report the revision of admissibility for reimbursement of Newspaper and Magazine up to the level of Joint Director at their residence.

The Finance Committee took note of the revision of admissibility for reimbursement of Newspaper and Magazine up to the level of Joint Director at their residence and concurred the approval of the Chairman, NIOS in this regard.

43.10 To report the demand of Income Tax.

The members took note of the pending Income Tax disputes with Income Tax Department and suggested that it being the important matter should be dealt with utmost care by engaging experienced Tax Consultant.

43.11 To consider and approve giving of reproduction/copyrights to various State Open Schools in the Country.

The Finance Committee considered and approved the following rates of giving reproduction/copyrights to various State Open Schools:-

1. For acquisition of reproduction/copy right :- 7% of the total course fees collected per session from learners by State Open Schools for the course NIOS materials is being reproduced, and
2. For translation rights- The user State Open School shall pay to NIOS the royalty charges i.e. 5% for translation of the total course fees collected per session from learner by SOS in proportion to the NIOS materials translated.
3. The fee collected from the students for the said course should be less than the fee charged by the NIOS. In case the user SOS is charging fee less than that of NIOS, NIOS fee should be taken as a basis for calculating the fee to be paid by the users SOSs. The validity of the reproduction right shall be for 3 years from the date of agreement; however NIOS may review this agreement at any point of time. A memorandum of agreement between NIOS and SOS will also be signed for providing reproduction /copyright to the SOS.

The basis of charging of reproduction/copyright will be the last year audited enrollment and fee collected figure by the State Open School.

In the areas of Open and distance learning in School Sector.

The Finance Committee considered and approved for Providing Consultative Support by NIOS to Institutions/ organizations both India and outside India in the areas of Open and Distance learning as per following details :-

1. All direct expenses such as Travelling Cost and other related expenses to be incurred in carrying out consultancy work will be borne by the applicant institution.
2. In addition to that 15% of the total project cost will be charged as institutional expenses. However, any relaxation is to be given, the permission from the Chairman is needed.

2.13 Item 43.13 To consider and approve re-allocation of funds.

The Finance Committee considered and approved the re-appropriation of additional funds amounting to Rs. 56 lakh under the head Advertisement & Publicity from other available sub heads during the year 2010-11. After including aforesaid amount the total funds under Advertisement and Publicity in the Plan Budget in the year 2010-11 will be Rs. 156 lakh.

The meeting ended with the vote of thanks to the Chair.

