

**ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ**  
**PUNJAB TECHNICAL UNIVERSITY**

**AGENDA**

**19<sup>TH</sup> MEETING**  
**FINANCE COMMITTEE**



**Room no. 219, 2<sup>nd</sup> Floor,**  
**Mini Secretariat,**  
**Chandigarh**

**On**

**21<sup>st</sup> February, 2011 at 02.30 p.m.**

# PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

## AGENDA ITEMS

19<sup>th</sup> Meeting of the Finance Committee on 21<sup>st</sup> February, 2011

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19.01	To confirm the minutes of 18 <sup>th</sup> meeting of the Finance Committee held on 14 <sup>th</sup> October, 2010.	1
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19.03	Audited Balance Sheet for the year 2009-10.	3
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19.06	Establishment of Punjab Institute of Technology / Management.	4-5
19.07	Pay Protection of newly recruited employees.	6
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### Annexure:

I	Minutes of 18 <sup>th</sup> meeting of the Finance Committee	7-9
II	Audited Balance Sheet for the year 2009-10	10
III	Revised Budget for the year 2010-11 and Budget for the year 2011-12	11-25
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**19.01 To confirm the minutes of 18<sup>th</sup> meeting of the Finance Committee held on 14<sup>th</sup> October, 2010.**

The 18<sup>th</sup> meeting of the Finance Committee was held under the Chairmanship of Dr. Rajneesh Arora, Vice Chancellor, PTU at committee room, Punjab State Board of Technical Education, Sector-36, Chandigarh on 14<sup>th</sup> October, 2010. The minutes of the meeting were circulated and comments received were incorporated accordingly. A copy of minutes is placed at annexure I.

**The matter is placed before the finance committee for confirmation.**

**19.02 Action taken report on 18<sup>th</sup> meeting of the Finance Committee dated 14<sup>th</sup> October, 2010.**

Item No.	Item	Action Taken
18.1	<b>To confirmation of the minutes of the 17<sup>th</sup> meeting of the Finance Committee held on 19<sup>th</sup> March 2010.</b> The 17 <sup>th</sup> meeting of the Finance Committee was held on 19 <sup>th</sup> March 2010 in the Room no.219, Mini Secretariat, Chandigarh. The minutes of the meeting were circulated to the members and no comments were received. Minutes of the 17 <sup>th</sup> meeting of the Finance Committee were confirmed.	No further action is required
18.2	<b>Action taken report on the decision of the 17<sup>th</sup> meeting of the Finance Committee.</b> The action taken on the decision of the 17 <sup>th</sup> meeting of Finance Committee was presented to the committee. The committee took note of the same.	No further action is required
18.3	<b>To approve Audited Balance Sheet for the year 2009-10.</b> The committee had deliberation on the Audited Balance Sheet and audit report as submitted by M/s Arora Vikram & Co. CA, Jalandhar for the financial year 2009-10 and after due deliberation, books of accounts and Balance Sheet of the University for the financial year 2009-10 was deferred by the committee due to non incorporation of accounts of the Regional Centre of the PTU and advised to put up in the next meeting for consideration and approval.	Placed as agenda item no.19.03
18.4	<b>Status report on Corpus Fund Scheme.</b> The committee has deliberated on and approved the proposal of transferring of Rs. 250 Cr. (Rs.150 Cr. from available reserve & surplus and Rs.100 Cr. from surplus during the year) towards the Corpus Fund Accounts so as to attain a target level of Rs.500 Cr. in the year 2010-11 to make the University self sufficient.	Being implemented
18.5	<b>Payment of arrears on the account of revision of pay/DA.</b> The committee discussed the matter for payment of arrears on account of revision of pay as notified by Govt. of Punjab and UGC for revision of pay. After due deliberation, it is decided that payment of arrears on account of revision of pay must be released to the employees of the University as and when	Being implemented

	<p>notified by the Punjab Government for payment of arrears.</p> <p>The proposal regarding payment of arrears in cash instead of transferring towards provident fund accounts has been discussed in the committee and after due deliberation it is decided that since the University manages all expenses through its own sources, the payment of arrears of pay/DA shall be paid to the employees in cash instead of transferring to the provident fund accounts with EPFO.</p>											
18.6	<p><b>Revision of Honorarium for Unfair Means Committee members.</b></p> <p>The committee discussed the matter and approved the revision of honorarium to be paid to the members of the Unfair Means committee from Rs 2000/- to Rs 5000/ per day.</p>	Implemented										
18.7	<p><b>Appointment of Consultant for starting the PG Program in PTU Campus.</b></p> <p>The committee discussed the proposal for appointed of consultant for preparation and submission of detailed report for starting Post Graduate Program in PTU Campus. The committee approved the appointment of M/s Asquare Architects as consultant and also approved an amount of Rs. 80,000 to be paid to the consultant for the above said work.</p>	Implemented. Appointment letter issued.										
18.8	<p><b>Charging of affiliation and inspection fee from the Govt. colleges.</b></p> <p>The committee deliberated on the matter regarding charging of affiliation fee from the Govt. Colleges and decided that the University should not charge any affiliation and inspection fees from the Govt. colleges from the date of inception of the institute i.e. w.e.f 1997 and must refund Rs.1,47,75,000 to the colleges as per the following details.</p> <table border="0"> <tr> <td>BCET, Gurdaspur</td> <td>Rs.38,00,000</td> </tr> <tr> <td>BHSBIET, Lehragaga</td> <td>Rs. 08,00,000</td> </tr> <tr> <td>GZSCET, Bathinda</td> <td>Rs. 37,50,000</td> </tr> <tr> <td>MIMIT, Malout</td> <td>Rs.26,50,000</td> </tr> <tr> <td>SBSCET Ferozepur</td> <td>Rs. 37,75,000</td> </tr> </table>	BCET, Gurdaspur	Rs.38,00,000	BHSBIET, Lehragaga	Rs. 08,00,000	GZSCET, Bathinda	Rs. 37,50,000	MIMIT, Malout	Rs.26,50,000	SBSCET Ferozepur	Rs. 37,75,000	Being implemented
BCET, Gurdaspur	Rs.38,00,000											
BHSBIET, Lehragaga	Rs. 08,00,000											
GZSCET, Bathinda	Rs. 37,50,000											
MIMIT, Malout	Rs.26,50,000											
SBSCET Ferozepur	Rs. 37,75,000											
18.9	<p><b>Approval for implementation of other term &amp; condition of revision of UGC pay.</b></p> <p>The committee has deliberated on the issue for implementation of the other term &amp; condition for revision of pay and it is decided that the University should follow the notification issued by the Govt. of Punjab time to time in this regard.</p>	Implemented										
18.10	<p><b>Proposal of CPF/GPF scheme for the University Employees.</b></p> <p>The committee has deliberated on the proposal of CPF/GPF scheme and decided that detailed proposal along with the comparison and financial liabilities to the University may be put up in the next meeting of Finance Committee.</p> <p>The meeting ended with the vote of thanks to the chair.</p>	Under process										

### 19.03 To approve Audited Balance Sheet for the year 2009-10

The accounts for the financial year 2009-10 of the University have been audited by University Auditors M/s. Arora Vikram & Associates Chartered Accountants, Jalandhar.

As directed in the 18<sup>th</sup> Finance Committee, books of accounts of all 17 Regional Centers of PTU have been audited by M/s Arora Vikram & Co. Chartered Accountants and accounts of Regional Centers have been incorporated in the PTU books for the first time.

The Audited Balance Sheet and Income & Expenditure for the year 2009-10 along with the Audit report of RC's and reply on note on accounts is placed at Annexure-II

**The matter is placed before the Committee for consideration and approval.**

### 19.04 To approve Revised Budget for the year 2010-11 and Budget Estimate for the year 2011-12

Revised Budget for the financial year 2010-11 and Budget Estimate for the year 2011-12 are worked out to Rs. 27125.00 lacs and Rs. 75830 lacs respectively. It is proposed to incur expenditure of Rs75830 lacs as per following units of expenditure for the year 2011-12 (for Examination, Academic, Administration, Finance & Accounts, and Distance Education Program, PIT & other Scheme/Projects etc.)

Sr. no	Heads	Budget Estimate for the year 2010-11	Revised Budget Estimate for the year 2010-11	Budget Estimate for the year 2011-12
		Rs. In lacs	Rs. In lacs	Rs. In lacs
1	Recurring Expenses	24615.00	24905	34100
2	Non-recurring expenses	700.00	700	1210
3	Civil works	3100.00	520	3100
4	New Projects	2000.00	1000	37420
	Total	30415.00	27125	75830

**Budget for the year 2010-11, Revised Budget for the year 2010-11 and Budget Estimates for the year 2011-12 are placed at Annexure-III.**

#### KEY HIGHLIGHTS OF THE BUDGET

- Punjab Institute of Technology/Management (14) Rs. 37420 lacs
- Faculty Training & Development Rs. 1000 Lacs
- International Conferences/Travel Grant Rs. 100 Lacs
- PDI Fund Rs. 200
- 24x7 Help Desk (Call Centre) Rs. 30 Lacs
- Skill Development Program Rs. 50 Lacs

• Scholarships for weaker section	Rs. 75 Lacs
• 2 <sup>nd</sup> phase construction of building	Rs. 3100 lacs
• Software development	Rs. 110 lacs
• Provision for pay & pay revision	Rs. 1650 lacs
• Brand building	Rs. 50 lacs

**The matter is placed before the Committee for consideration and approval.**

### **19.05 Revision of University related fees from the colleges and Students.**

The University related fees charged from the students and colleges has not been revised since 2000-01. The unit of students for Non-AICTE courses has also been increased from 40 to 60. There has been increase in the expenditure many folds during all these years. However, the different fees being charged by the University has not been revised. The Semester fees & other fees to be charged by Colleges have already been increased by the Government. Also, the other Universities in the region are charging higher fees under these heads. The comparative chart is attached for reference.

So it is recommended that the fee proposed in the chart may be allowed to be increased from the coming session July 2011 in order to compensate the higher cost of operating by the University.

The URF to be charged by the University will be made applicable for Regular College students as well as Distance Education students. The proposed fees structure is placed at Annexure – IV

**The matter is placed before the Committee for consideration and approval.**

### **19.06 Establishment of Punjab Institute of Technology / Punjab Institute of Management (PIT/PIM).**

To cater the needs of the society, the PTU is in process to establish PITs at par with IITs as a mission part of the State Government. These PITs will be established at the following location:

- |                             |                               |
|-----------------------------|-------------------------------|
| 1. Kapurthala – Engineering | 2. Kapurthala – Management    |
| 3. Ludhiana - Textile.      | 4. Barnala,- Food Technology. |
| 5. Mansa.                   | 6. Rajpura                    |
| 7. Sultanpur                | 8. Batala                     |
| 9. Amritsar                 | 10. Khuni Majra-Mohali        |
| 11. Hoshiarpur              | 12. Bhikiwind-Tarntarn        |
| 13. GTB Garh-Moga           | 14. Dina Nagar                |

At Kapurthala 1 PIT and 1 PIM shall be started for PG and research courses. At Ludhiana and Barnala shall be started for specific courses for textile and food technology respectively. And at rest of these 10 locations will be started for +1 course and onwards.

These institutions are meant to provide +2 education, undergraduate, postgraduate and Ph.D level and shall be declared as "Institutions of State Importance". These PITs will be the constituent colleges of PTU and will be governed by the rules & regulation as framed by PTU for operation & management of PITs.

The following assumptions have been taken into consideration for making Budget.

1. Land & building will be transferred from Govt. to PTU.
2. All financial support and administrative services shall be provided by the PTU for establishment of PIT.
3. Student's strength in 1st year of +2 programs will be 240.
4. The Tuition fee per student is considered as Rs. 25000/- per year for +1 and Rs.70000 for UG/PG.
5. Institutional, administrative, amenities, class room area has been fixed proportionately 10% higher with regard to number of students in each division.
6. Total 8 labs to be established for Biology, Physics, Chemistry, Civil, Mechanical, Computer, Electrical and Electronics in each PIT.
7. Faculty requirements are taken in the ratio of 1:15 with total faculty strength of 16 including director.
8. Salaries of Professors, Associate Professors, and Assistant Professors are taken at par with IIT. In the first year only 15 Assistant Professors are to be recruited (7 in first and 8 in second semester)
9. We have assumed 25% fringe Benefits for Salaries of Professors, Associate Professors, Assistant Professors and other staff.
10. Salaries of administrative and other staff are taken at par with MHRD norms for one registrar, 2 Dy. Registrar, 4 Assistant Registrar and 12 Ministerial staffs and all other services for housekeeping, attendant, security etc will be outsourced.
11. Digital library concept has been considered.
12. Budget provision for construction of Building at Mansa, Barnala, Ludhiana and Kapurthala has been included.

Five year projection has been prepared for Rs.1000 Cr. and in First year Rs.374.20Cr. has been provided in the budget. 5 year Projection are placed at annexure – V

**The matter is placed before the Committee for consideration and approval.**

#### **19.07 Pay Protection of Adhoc Employees now appointed on regular service.**

The employees of the University who had been working in the University as Clerks, Drivers, and Attendants as Adhoc basis in different categories in the approved scales and now become regular employees of the university with effect from October, 2010 and onwards. These employees have requested to grant them the benefit of Pay Protection to avoid financial losses occurred on account of their pay fixation after their regularization at the initial of the Scale.

The pay fixations were made at the initial of the Scale as per the clause 1 of the appointment letter issued to these employees. In view of the financial loss to the employees and hardship faced by them in the time of inflation, it is proposed to protect salary of the employees. The total liability of approximately Rs. 36.25 lac per annum on account of pay protection of employees as placed at annexure VI. The pay protection, if approved, is to be effective from the date of joining of each employee.

**The matter is placed before the Committee for consideration and approval.**

#### **19.08 Release of Arrears on account of Revision of Pay.**

As per the letter issued by the Govt. of Punjab the payment of arrears from 1.1.2006 to 31-07-2009 on the basis of recommendations of 5<sup>th</sup> Pay commission is to be paid in three installments. First 40% of the arrears will be released as 1<sup>st</sup> Installment in May 2011 and balance in two equal installments will be paid in May 2012 and 2013. As per the above notification 50 % of each installment will be credited to the General Provident Fund and Balance 50 % will be paid in cash after deduction of Income tax.

It is brought to the notice of members of the committee that It has already been approved in the 18<sup>th</sup> Meeting of the Finance committee that payment on account of arrears of pay/DA can be paid in cash instead of transferring in EPF accounts.

In view of the above it is proposed that University being self sufficient autonomous body and the provident fund of University is being deposited with and maintained by the EPF department, arrears of pay will be paid to the employees of the University in three installment in the financial year 2011-12. An approximately Rs 300 lacs have to be incurred on account of this payment for which the provision has already been provided in the budget for the year 2011-12.

**The matter is placed before the Committee for consideration and approval.**



**PUNJAB TECHNICAL UNIVERSITY, JALANDHAR**

**MINUTES OF 18<sup>TH</sup> MEETING OF THE FINANCE COMMITTEE**

Eighteenth meeting of the Finance Committee, PTU, Jalandhar was held on 14<sup>th</sup> October, 2010 at 3 p.m. in the Committee Room, Punjab State Board of Technical Education, Sector-36, Chandigarh.

**MEMBERS IN ATTENDANCE:-**

Dr. Rajneesh Arora, Chairman  
Vice-Chancellor,  
Punjab Technical University,  
Jalandhar.

Mr. Suresh Kumar, IAS, Member  
Principal Secretary to Govt. of Punjab,  
Deptt. Of Technical Education & Indl. Training, Punjab,  
Chandigarh.

Dr. R. S. Khandpur, Member  
DG, Pushpa Gujral Science City,  
Kapurthala.

Sh. Chandra Mohan, Member  
H. N0. 202, Sector- 36A,  
Chandigarh.

Mr. H. S. Bains  
Registrar,  
Punjab Technical University, Jalandhar.

Sh. S. K. Mishra,  
Director - Finance,  
Punjab Technical University, Jalandhar.

The Chairman welcomed the members and thanked all for providing their valuable support to PTU. Thereafter the regular agenda was taken up.

**18.01 Confirmation of the minutes of the 17<sup>th</sup> meeting of the Finance Committee held on 19<sup>th</sup> March 2010.**

The 17<sup>th</sup> meeting of the Finance Committee was held on 19<sup>th</sup> March 2010 in the Room no.219, Mini Secretariat, Chandigarh. The minutes of the meeting were circulated to the

members and no comments were received. Minutes of the 17<sup>th</sup> meeting of the Finance Committee were confirmed.

#### **18.02 Action taken report on the decision of the 17<sup>th</sup> meeting of the Finance Committee.**

The action taken on the decision of the 17<sup>th</sup> meeting of Finance Committee was presented to the committee. The committee took note of the same.

#### **18.03 To approves the Audited Balance Sheet for the year 2009-10**

The committee had deliberation on the Audited Balance Sheet and audit report as submitted by M/s Arora Vikram & Co. CA, Jalandhar for the financial year 2009-10 and after due deliberation, books of accounts and Balance Sheet of the University for the financial year 2009-10 was deferred by the committee due to non incorporation of accounts of the Regional Centre of the PTU and advised to put up in the next meeting for consideration and approval.

#### **18.04 Status report on Corpus Fund scheme.**

The committee has deliberated on and approved the proposal of transferring of Rs. 250 Cr. (Rs.150 Cr. from available reserve & surplus and Rs.100 Cr. from surplus during the year) towards the Corpus Fund Accounts so as to attain a target level of Rs.500 Cr. in the year 2010-11 to make the University self sufficient.

#### **18.05 Payment of arrears on the account of revision of pay/DA.**

The committee discussed the matter for payment of arrears on account of revision of pay as notified by Govt. of Punjab and UGC for revision of pay. After due deliberation, it is decided that payment of arrears on account of revision of pay must be released to the employees of the University as and when notified by the Punjab Government for payment of arrears.

The proposal regarding payment of arrears in cash instead of transferring towards provident fund accounts has been discussed in the committee and after due deliberation it is decided that since the University manages all expenses through its own sources, the payment of arrears of pay/DA shall be paid to the employees in cash instead of transferring to the provident fund accounts with EPFO.

#### **18.06 Revision of Honorarium for Unfair Means Committee members.**

The committee discussed the matter and approved the revision of honorarium to be paid to the members of the Unfair Means committee from Rs 2000/- to Rs 5000/ per day.

#### **18.07 Appointment of Consultant for starting the PG Programme in PTU Campus.**

The committee discussed the proposal for appointed of consultant for preparation and submission of detailed report for starting Post Graduate Program in PTU Campus. The committee approved the appointment of M/s Asquare Architects as consultant and also approved an amount of Rs. 80,000 to be paid to the consultant for the above said work.

#### **18.08 Charging of affiliation and inspection fee from the Govt. colleges.**

The committee deliberated on the matter regarding charging of affiliation fee from the Govt. Colleges and decided that the University should not charge any affiliation and inspection fees from the Govt. colleges from the date of inception of the institute i.e, w.e.f 1997 and must refund Rs.1,47,75,000 to the colleges as per the following details.

BCET, Gurdaspur	Rs. 38,00,000	BHSBIET, Lehragaga	Rs. 08,00,000
GZSCET, Bathinda	Rs. 37,50,000	MIMIT, Malout	Rs. 26,50,000
SBSCET Ferozepur	Rs. 37,75,000		

#### **18.09 Approval for implementation of other term & condition of revision of UGC pay.**

The committee has deliberated on the issue for implementation of the other term & condition for revision of pay and it is decided that the University should follow the notification issued by the Govt. of Punjab time to time in this regard.

#### **18.10 Approval for Contributory Provident Fund/General Provident Fund Scheme for the employees of the University.**

The committee has deliberated on the proposal of CPF/GPF scheme and decided that detailed proposal along with the comparison and financial liabilities to the University may be put up in the next meeting of Finance Committee.

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

-sd-  
Director (Finance)

**19.03 To approves Audited Balance Sheet for the year 2009-10**

The Audited Balance Sheet and Income & Expenditure for the year 2009-10 along with the Audited Balance Sheet of the Regional Centers shall be placed on table.

**PUNJAB TECHNICAL UNIVERSITY, JALANDHAR**  
**REVISED BUDGET- 2010-11 AND BUDGET ESTIMATE- 2011-12**

Sr. No.	Head	(Amt. In Lacs)			Schedule
		Budget Estimates 2010-11	Revised Budget Estimate 2010-11	Budget Estimates 2011-12	
<b>A</b>	<b>REVENUE INCOME</b>				
	Academic	810	1132	905	1
	Student Affairs	635	767	645	2
	Administration /Finance & accounts	1805	3235	4040	3
	Examination- Regular Education	2850	3797	4055	4
	Distance Education Program	26670	26990	33525	5
	CET/LEET/M.TECH/BBA/BCA ETC.	980	936	780	6
	<b>Total Income-A</b>	<b>33550</b>	<b>36857</b>	<b>43950</b>	
<b>B</b>	<b>REVENUE EXPENDITURE</b>				
	Academic	1248	326	1515	7
	Student affairs	124	91	235	8
	Administration / Finance & Accounts	2048	1485	2355	9
	Examination- Regular Education	1380	1465	1815	10
	Distance Education Program	19150	21250	27900	11
	CET/LEET/M.TECH/BBA/BCA ETC.	665	288	280	12
	<b>Total-B</b>	<b>24615</b>	<b>24905</b>	<b>34100</b>	
<b>C</b>	<b>CAPITAL EXPENDITURE</b>				
	Fixed Assets	700	700	1210	
	Civil Works - Phase-II	3100	520	3100	
	<b>Total-C</b>	<b>3800</b>	<b>1220</b>	<b>4310</b>	13
<b>D</b>	<b>NEW PROJECT / SCHEMES</b>				
	PTU-Caparo School of Excellence	1000	1000	0	
	PTU-School of excellence (two)	1000	0	0	
	PTU-PITs/PIMs	0	0	37420	14
	<b>Total-D</b>	<b>2000</b>	<b>1000</b>	<b>37420</b>	
<b>E</b>	<b>TOTAL EXPENDITURE (B+C+D)</b>	<b>30415</b>	<b>27125</b>	<b>75830</b>	
<b>F</b>	<b>EXCESS OF INCOME OVER EXPENDITURE (A-D)</b>	<b>3135</b>	<b>9732</b>	<b>-31880</b>	
<b>G</b>	<b>TRANSFER TO CORPUS FUND</b>	<b>3135</b>	<b>9732</b>	<b>0</b>	

## PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

(Amt. In lac)

A REVENUE INCOME				
Department of Academic				
Sr. No.	Head	Budget Estimates 2010-11	Revised Budget Estimate 2010-11	Budget Estimates 2011-12
1	Affiliation fee	400	620	450
2	Admission Processing fee (mgt.)	250	410	300
3	Processing & inspection fees	100	50	50
4	Ph.D fees	15	50	100
5	UPS-ONGC	45	0	0
6	Misc. Income	0	2	5
	<b>TOTAL</b>	<b>810</b>	<b>1132</b>	<b>905</b>

## PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

(Amt. In lac)

A REVENUE INCOME				
Department of Student affairs				
Sr. No.	Head	Budget Estimates 2010-11	Revised Budget Estimate 2010-11	Budget Estimates 2011-12
1	Scholarship/ Grant from central/state agency	0	6	10
2	University related fees-Students	600	725	600
3	Grant in Aid-NSS	20	20	0
4	Sports fees	10	10	15
5	Youth & cultural fees	5	5	15
6	Foreign Language	0	1	5
<b>TOTAL</b>		<b>635</b>	<b>767</b>	<b>645</b>

## PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

(Amt. In lac)

## A REVENUE INCOME

## Department of Administration/Finance &amp; Accounts

Sr. No.	Head	Budget Estimates 2010-11	Revised Budget Estimate 2010-11	Budget Estimates 2011-12
1	Interest	1590	3200	4000
2	Tender & Misc. Income	15	35	40
	<b>TOTAL</b>	<b>1605</b>	<b>3235</b>	<b>4040</b>



## PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

(Amt. In lac)

## A REVENUE INCOME

## Department of Examination- Regular Program

Sr. No.	Head	Budget Estimates 2010-11	Revised Budget Estimate 2010-11	Budget Estimates 2011-12
1	Examination Fees	2800	3500	3700
2	Revaluation fees	0	250	300
3	Results, DMC, PDC certificets fee etc.	50	45	50
4	late fine, Missil.	0	2	5
	<b>TOTAL</b>	<b>2850</b>	<b>3797</b>	<b>4055</b>

## PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

(Amt. In lac)

## A REVENUE INCOME

## Directorate of Distance Education Program

Sr. No.	Head	Budget Estimates 2010-11	Revised Budget Estimate 2010-11	Budget Estimates 2011-12
1	Admission Fee	24000	24000	30000
2	Exam fees	2000	2000	2400
3	Establishment fee	250	400	500
4	Online admission	300	200	200
5	Processing fees	50	70	100
6	Certificates fees	20	20	25
	Misc. & Excess/Late fees	50	300	300
	<b>TOTAL</b>	<b>26670</b>	<b>26990</b>	<b>33525</b>

## PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

(Amt. In lac)

## A. REVENUE INCOME

## CET/LEET/M.TECH/BBA/BCA ETC.

Sr. No.	Head	Budget Estimates 2010-11	Revised Budget Estimate 2010-11	Budget Estimates 2011-12
1	CET-Prospectus	150	170	180
2	CET-Counseling	500	400	500
3	CET-Exam	250	280	0
4	LEET-prospectus & counselling	60	75	80
5	M.Tech/BBA/BCA etc	20	10	17
7	Misc.	0	1	3
<b>TOTAL</b>		<b>980</b>	<b>936</b>	<b>780</b>

## PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

(Amt. In lac)

## B REVENUE EXPENDITURE

## Department of Academic

Sr. No.	Head	Budget Estimates 2010-11	Revised Budget Estimate 2010-11	Budget Estimates 2011-12
1	TA/DA/Hon. etc.	12	25	30
2	Vehicle running/Hiring & Maint. Etc.	15	25	30
3	Telephone Fax Postage etc	4	4	5
4	Meeting Exp etc	12	15	20
5	Printing & Stationery etc	8	12	15
6	Office Exp etc	15	10	10
7	Adv. & Pub. Exp . Etc	18	25	30
8	Repair & Maintenance etc	4	5	5
9	Staff Welfare & Misc. etc	8	8	10
10	University Ass. Fee.	2	2	2
11	Convocation & other function exp. Etc	10	25	25
12	Faculty Training & Development	1045	100	1000
13	Conference/travel grant	50	50	100
14	UPS-ONGC	45	20	10
15	Inspection	0	0	12
16	PDI Fund	0	0	200
17	Academic Audit	0	0	11
	Total	1248	326	1515

Schedule -8

(Amt. In lac)

**B REVENUE EXPENDITURE****Department of Student affairs**

Sr. No.	Head	Budget Estimates 2010-11	Revised Budget Estimate 2010-11	Budget Estimates 2011-12
1	TA/DA/Hon. etc.	3	3	5
2	Vehicle running/Hiring & Maint. Etc.	5	5	5
3	Telephone Fax Postage etc	1	1	4
4	Meeting Exp etc	3	3	5
5	Printing & Stationery etc	2	3	10
6	Office Exp etc	5	2	5
7	Adv. & Pub. Exp . Etc	2	5	10
8	Repair & Maintenance etc	1	1	5
9	Sports affairs	20	30	35
10	Cultural Affairs	10	10	15
11	NSS	20	10	20
12	Staff Welfare & Misc. etc	2	2	5
13	Training & Placement	0	0	10
14	Industrial Training	0	1	10
15	Student facilitation center	0	5	16
16	Job fairs	0	0	25
17	Scholarships	50	10	50
	<b>Total</b>	<b>124</b>	<b>91</b>	<b>235</b>

## PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

(Amt. In lac)

## B REVENUE EXPENDITURE

## Department of Administration/ Finance &amp; Accounts

Sr. No.	Head	Budget Estimates 2010-11	Revised Budget Estimate 2010-11	Budget Estimates 2011-12
1	Salary and wages (staff)	1650	1000	1650
2	Wages ( out -sourced/ contractual)	100	150	150
3	TA/DA/Hon.etc.	5	12	15
4	Vehicle running/Hiring & Maint. Etc.	20	30	35
5	Telephone Fax Postage etc	15	15	25
6	Meeting Exp etc	10	15	25
7	Printing & Stationery etc	10	20	25
8	Office Exp etc	20	10	15
9	Water & Electricity etc genretor exp.	75	75	80
10	Adv. & Pub. Exp . Etc	30	40	45
11	Repair & Maintenance etc	5	10	100
12	Staff Welfare & Misc. etc	10	12	15
13	Legal fee & exp . Etc	10	10	10
14	Newspaper & Periodical etc	5	2	5
15	Bank charges etc	5	5	10
16	Audit fee & consultancy charges etc	10	15	15
17	Soft. Dev. Charges etc	10	10	50
18	Camp office & rent free accomodation	10	5	10
19	Function expenses	8	6	15
20	Medical reimbursement	15	15	20
21	Honorarium to staffs	25	25	25
22	Horticulture	0	3	15
	Total	2048	1485	2355

## PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

(Amt. In lac)

## B REVENUE EXPENDITURE

## Department of Examination-Regular Program

Sr. No.	Head	Budget Estimates 2010-11	Revised Budget Estimate 2010-11	Budget Estimates 2011-12
1	Paper Setting & Printing etc.	150	150	200
2	Conduct/Evaluation of Exam	1000	1107	1400
5	Honorarium	10	5	10
7	Office Expenses	4	4	10
8	Printing & Stationery	150	150	120
9	TA/DA/Hon.etc.	20	12	20
10	Vehicle hiring (Taxi)	15	10	15
12	Meeting/Hospitality exp.	5	5	5
13	Repair & Maintenance	5	5	5
14	Telephone, Fax & postage	7	5	10
16	Vehicle running & Maintenance	5	5	10
17	Staff welfare etc	5	5	5
18	Misc. exp.	4	2	5
	<b>Total</b>	<b>1380</b>	<b>1465</b>	<b>1815</b>

## PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

(Amt. In lac)

## B REVENUE EXPENDITURE

## Directorate of Distance Education Program

Sr. No.	Head	Budget Estimates 2010-11	Revised Budget Estimate 2010-11	Budget Estimates 2011-12
1	Share of admission fees to RC/LC	15000	16000	21000
2	Incentive to RC/LC* (2%,4% 2.5%,5%,)	1500	2000	2500
3	Share of establishment Fees30%	75	120	150
4	Course Material/LMS	1200	1200	1500
5	Conduct/evaluation of Exam including online	1000	1500	2000
6	TA/DA/Hon.	20	20	30
7	Vehecal Running/Hiring & Maintenance etc	10	5	15
8	Advertisement & Pub. Etc	20	40	100
9	Brand Building activitie etc *	50	40	50
10	Meeting & Hosp. Exp. Etc.	20	20	30
11	Printing & Stat. Etc	20	25	40
12	Office & other contg. Exp etc	20	15	40
13	Repair & Maintenance etc	10	10	20
14	Cultural activity & other fun.	10	10	20
15	Staff Welfare & misc. etc	10	10	15
16	Legal exp. Etc	10	10	20
17	Newspaper & Periodical etc.	5	5	15
18	Bank charges etc	2	2	5
19	Audit fee, consultancy Charges	3	3	10
20	Software Development charges	40	50	60
21	Telephone, Fax, Internet etc	10	10	15
22	Postage exp. Etc	5	5	15
23	Water and Eletricity etc	10	10	10
24	DEC affiliation fee/exp etc	10	10	25
25	Satellite connectivity exp. Etc	10	10	10
26	Misc & any other exp. Etc.	5	5	10
27	Honorarium to staff etc.	5	10	15
28	Skill Development Program	20	20	50
29	International conferece & tie-up	30	30	50
30	Help Desk (24x7)	20	25	30
31	Academic Audit- outside agency	0	30	25
32	Scholarship	0	0	25
	<b>Total</b>	<b>19150</b>	<b>21250</b>	<b>27900</b>



## PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

(Amt. In lac)

## B REVENUE EXPENDITURE

## CET/LEET/M.TECH/BBA/BCA ETC.

Sr. No.	Head	Budget Estimates 2010-11	Revised Budget Estimate 2010-11	Budget Estimates 2011-12
1	Paper Setting & Printing/secretary work	20	25	0
2	Conduct of Exam & On- line Counselling	60	60	70
3	Advertisement & Publicity	70	70	70
4	Electricity ExpensesGenerator expenses	10	10	10
5	Honorarium	45	60	60
6	Hospitality,hiring and mics.Exp/ counselling centre expense etc.	25	10	15
8	Office Expenses & legal	4	2	5
9	Postage	6	6	5
10	Printing & Stationery	50	30	30
11	Repair & Maintenance	2	2	2
12	TA/DA	2	2	2
13	Telephone Fax etc.	1	1	1
14	Share of other University	360	0	0
15	Prizes for Students (Topper)	5	5	5
16	Mics. &unforseen exp.	5	5	5
	<b>Total</b>	<b>665</b>	<b>288</b>	<b>280</b>

## PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

## C CAPITAL BUDGET

## 1. Fixed Assets

(Amt in Lacs)

Sr. No.	Head	Budget Estimates 2010-11	Revised Budget Estimate 2010-11	Budget Estimates 2011-12
1	Equipment	300	300	550
2	Furniture & Fixture	270	270	500
3	Vehicles	50	50	80
4	Books & digital library	60	60	60
5	Misc. (unforeseen)	20	20	20
	<b>Total (A)</b>	<b>700</b>	<b>700</b>	<b>1210</b>
	<b>2. Civil works</b>			
a	PTU campus-Kapurthala Road	3000	500	3000
b	Renovation of Mohali Site	100	20	100
	<b>Total (B)</b>	<b>3100</b>	<b>520</b>	<b>3100</b>
	<b>Gross Total (A+B)</b>	<b>3800</b>	<b>1220</b>	<b>4310</b>
	<b>Details of office equipments</b>			
1	Computer and peripherals			150
2	Electrical equipments			100
3	Photo state machine			10
4	Printer Scanners etc.			50
5	CCTV Surveyence system			200
6	Projector/TV\Sound system & Misc.			40
				<b>550</b>
	<b>Details of Furniture &amp; Fixture</b>			
	Storage/Chairs/Tables/Almirahs etc.			
1	Godrej make and other makes			450
2	Misc.			50
				<b>500</b>
	<b>Details of vehicles</b>			
1	Buses			50
2	Cars/Utility vehicles			30
				<b>80</b>

**D NEW PROJECT & SCHEME**

Amt. (in Lac)

**PUNJAB INSTITUTE OF TECHNOLOGY (PIT/PIM)****REVENUE EXPENDITURE**

Sr. No.	Head	Budget 2011-12 for one institute	Budget 2011-12 for 14 institute
1	Salary Director	20.00	280
2	Salary Faculty	86.00	1204
3	Salary Administrative Staff	62.00	868
4	Wages (Out Source)	12.00	168
5	Adv. & Pub. Exp. Etc	10.00	140
6	Printing & Stationery etc	15.00	210
7	Office Exp including fax, phone, postage	5.00	70
8	Faculty training & Development	5.00	70
9	Newspaper & Periodical etc	5.00	70
10	Conferece/ Seminars	5.00	70
11	Staff Welfare	10.00	140
12	Water & Electricity	10.00	140
13	TA/DA / Meeting Exp.	20.00	280
14	Sports and cultural activities	5.00	70
14	Misc. Exp.	10.00	140
	<b>Total- A</b>	<b>280.00</b>	<b>3920</b>

**CAPITAL EXPENDITURE**

1	Equipment	130.00	1820
2	Furniture & Fixture	100.00	1400
3	Electrical Instalation	45.00	630
4	Vehicles	20.00	280
5	Books	55.00	770
6	Renovation	1000.00	14000
7	Unforseen exp	50.00	700
	<b>Total -B</b>	<b>1400.00</b>	<b>19600</b>

**CONSTRUCTION OF BUILDINGS****13900****TOTAL BUDGET FOR FIRST YEAR****37420**

**Annexure :- IV**

**Revision of University related fees from the colleges and Students.**

College related Fees – to be charged from colleges by the University						
Sr No	Heads	GNDU	PUNJAB UNIVERSITY	PUNJABI UNIVERSIT Y	PTU EXISTING	PTU PROPOSE
1	Application processing fee	Rs 20000/-		Rs 50000/-	Rs 10000/-	Rs 40000/-
2	Inspection fee per unit for each programme		Rs 30000/- re visit Rs 15000/-		Rs 10000/-	Rs 20000/-
3	Provisional affiliation fee	Rs 50000/-	-	-	Rs 50000/-	Rs 75000/-
4	Continuation fee	Rs 10000	-	-	Rs 25000/-	Rs 37500/-
5	Sports fee				Rs 5000/-	Rs 10000/-
6	Youth festival fees	-	-	-	Rs. 5000/-	Rs.10000/-
7	Endowment fund	-	-	-	Rs 25 lacs	Rs 15 lacs

**Student Related Fees- to be charged from students by the University**

1	Heads	Existing		Proposed	
		New Admission	Re-Admission	New Admission	Re-Admission
i	University continuation fees	25	25	50	50
ii	Youth welfare fees	50	50	100	100
iii	Cultural & allied activities fees	50	50	100	100
iv	University sports facilities development	50	50	100	100
v	University sports fee	50	50	100	100
vi	Magazine fees	50	50	100	100
vii	University Registration fees	200	-	400	-
viii	University eligibility / Enrolment fee	100	-	200	-
	Total	575	275	1150	550
2	University admission fees				
i	Through PTU counselling	2500	4000	2500	4000
ii	Through Colleges counselling	2500	2500	2500	2500

## 5 YEARS PLAN FOR PUNJAB INSTITUTE OF TECHNOLOGY (PIT/PIM)

A REVENUE EXPENDITURE							Amt. (in Lac)
Head	Budget 2011-12	Budget 2012-13	Budget 2013-14	Budget 2014-15	Budget 2015-16	Total	
1 Salary Director	20	23	25	30	35	133	
2 Salary Faculty	86	100	115	130	150	581	
3 Salary Administrative Staff	62	70	80	90	105	407	
4 Wages (Out Source)	12	14	15	17	20	78	
5 Adv. & Pub. Exp. Etc	10	12	13	15	16	66	
6 Printing & Stationery etc	15	17	20	23	25	100	
7 Office Exp including fax, phone, p	5	6	7	8	10	35	
8 Faculty training & Development	5	6	7	8	10	35	
9 Newspaper & Periodical etc	5	6	7	8	10	35	
10 Conferece/ Seminars	5	6	7	8	10	35	
11 Staff Welfare	10	12	13	15	16	66	
12 Water & Electricity	10	12	13	15	16	66	
13 TA/DA / Meeting Exp.	20	23	26	30	35	135	
14 Sports and cultural activities	5	7	8	9	10	39	
14 Misc. Exp.	10	12	13	15	20	70	
Total	280	323	369	421	488	1881	
Total for 14 institute (A)	3920	4523	5162	5894	6832	26330	
B CAPITAL EXPENDITURE							
1 Equipment	130	90	70	50	40	380	
2 Furniture & Fixture	100	40	30	25	20	215	
3 Electrical Instaiation	45	20	15	10	10	100	
4 Vehicles	20	0	0	0	0	20	
5 Books	55	20	15	10	10	110	
6 Renovation	1000	50	50	50	50	1200	
7 Unforseen exp	50	15	10	10	10	95	
Total	1400	235	190	155	140	2120	
Total for 14 institute (B)	19600	3290	2660	2170	1960	29680	
C CONSTRUCTION							
1 Kapurthal - engineering	2500	2500	1000	0	0	6000	
2 Kapurthal - Management	2000	2000	1000	0	0	5000	
3 Ludhiana - Textile	3000	3000	2000	1000	0	9000	
4 Barnala - Food Technology	3000	3000	2000	1000	0	9000	
5 Mansa	2500	2500	1000	0	0	6000	
6 Rajpura	100	200	300	200	200	1000	
7 Sultanpur	100	200	300	200	200	1000	
8 Batala	100	200	300	200	200	1000	
9 Amritsar	100	200	300	200	200	1000	
10 Khuni Mazra-Mohali	100	200	300	200	200	1000	
11 Hoshiarpur	100	200	300	200	200	1000	
12 Bhikhiwind-tarantaran	100	200	300	200	200	1000	
13 GTB Garh- Moga	100	200	300	200	200	1000	
14 Dina Nagar	100	200	300	200	200	1000	
Total (C)	13900	14800	9700	3800	1800	44000	
C TOTAL BUDGET (A+B+C)	37420	22613	17522	11864	10592	100010	
					Say	1000 Cr.	

### 5 year projection for PUNJAB INSTITUTE OF TECHNOLOGY (PIT/PIM)

#### REVENUE INCOME

Head	Amt. (in Lac)					Total
	Budget 2011-12	Budget 2012-13	Budget 2013-14	Budget 2014-15	Budget 2015-16	
1 Tution fee	60	120	288	456	624	1548
2 Exam fee	4	8	12	16	20	61
3 Consultancy fee	6	7	12	14	16	55
4 Misc. Income	5	6	7	8	10	36
<b>TOTAL for 1 PIT</b>	<b>75</b>	<b>141</b>	<b>319</b>	<b>494</b>	<b>670</b>	<b>1700</b>
<b>Total income for 14 PIT</b>	<b>1051</b>	<b>1976</b>	<b>4469</b>	<b>6920</b>	<b>9386</b>	<b>23803</b>

Say **238 Cr.**

	2011-12	2012-13	2013-14	2014-15	2015-16
Student strength for five year					
10+1 standard	240	240	240	240	240
10+2 standard	0	240	240	240	240
	240	480	480	480	480
B.Tech Ist	0	0	240	240	240
B.Tech IInd	0	0	0	240	240
B.Tech IIIrd	0	0	0	0	240
	0	0	240	480	720
<b>Total</b>	<b>240</b>	<b>480</b>	<b>720</b>	<b>960</b>	<b>1200</b>

#### Fee structure

10+1 Standards	25000 per year
B.Tech/M.Tech	70000 per year
Exam fees	850 per semester

### Institute wise Projection for five year

#### PUNJAB INSTITUTE OF TECHNOLOGY (PIT/PIM)

Amt. (in Cr.)

S.no proposed Location	Recurring	Capital	Construction	Total
1 Kapurthal - engineering	18.80	21.20	60.00	100.00
2 Kapurthal - Management	18.80	21.20	50.00	90.00
3 Ludhiana - Textile	18.80	21.20	90.00	130.00
4 Barnala - Food Technology	18.80	21.20	90.00	130.00
5 Mansa	18.80	21.20	60.00	100.00
6 Rajpura	18.80	21.20	10.00	50.00
7 Sultanpur	18.80	21.20	10.00	50.00
8 Batala	18.80	21.20	10.00	50.00
9 Amritsar	18.80	21.20	10.00	50.00
10 Khuni Mazra-Mohali	18.80	21.20	10.00	50.00
11 Hoshiarpur	18.80	21.20	10.00	50.00
12 Bhikhiwind-tarantaran	18.80	21.20	10.00	50.00
13 GTB Garh- Moga	18.80	21.20	10.00	50.00
14 Dina Nagar	18.80	21.20	10.00	50.00
	<b>263.20</b>	<b>296.80</b>	<b>440.00</b>	<b>1000.00</b>

## Annexure-VI

### Statement of Financial Implication on account of Pay-protection

Name of Incumbant	Designation Pay Scale	Last drawn Salary in Adhoc Service		Current Salary on Regular Service	Loss of emoluments	Strength of Regular staff selected from Adhoc staff	Amount for expenditure P.M (In Rs)	Amount for expenditure Annual (In Rs)
		Rs.	P.					
Clerk	Clerk 5910-20200 +1900 GP	16919		13487	3432	67	219114	2629368
Driver	Driver 5910-20200 +2000 GP	15222		13952	1270	6	6234	74808
Attendant now Office Asst.	Attendent 4900-10680 +1650 GP	13536		11408	2128	18	40456	485472
Attendant	Attendent 4900-10680 +1400 GP	13536		10995	2541	10	25410	304920
Attendant now Helper	Attendent 4900-10680 +1300 GP	13536		10830	2706	4	10824	129888
<b>Total</b>						<b>105</b>	<b>302038</b>	<b>3624456</b>

The expenditure of salary will increase by aprox. Rs 36.25 Lac per annum after pay protection of above PTU regular employees, who were working on adhoc basis in PTU before appointment on regular basis..

# PUNJAB TECHNICAL UNIVERSITY

## Subject: Pay Protection of Employees

1. This has reference to the request made by employees in the University who have been working on Adhoc basis in different categories in the approved scales and now have become regular with effect from October 2010 and onwards. These employees have requested to grant them the benefit of Pay Protection to avoid financial losses occurred on account of their pay fixation after their regularization at the initial of the Scale + Basic pay.

2. The pay fixations were made at the initial of the Scale + Basic pay as per the clause 5 of the appointment letter issued to these employees which is reproduced as under:

"The University shall have the right to change the designation depending upon the work, you are assigned, but your rank of the said post, emoluments and conditions of service shall not be varied to your disadvantage. You will be entitled for benefits whatsoever from the date of joining this post."

3. Subsequently, as desired by the Vice-Chancellor, the financial implications with respect to the old pay being drawn vis-a-vis the new pay granted were carried out <sup>for</sup> consideration in the forthcoming Finance Committee Meeting.

4. Detail of financial implications and copy of appointment letter is enclosed for further processing, please.

  
Deputy Registrar (Establishment)

Director (Finance)

Registrar





ਇੰਜੀ. ਐਚ. ਐਸ. ਬੈਂਸ  
ਰਜਿਸਟਰਾਰ  
Er. H.S. Bains  
Registrar

ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ ਜਲੰਧਰ

**PTU** PUNJAB  
TECHNICAL  
UNIVERSITY

Ref No. PTU/Pag/19340

Dated 29/09/2010

Mr. Harjinder Singh  
s/o Sh. Jarnail Singh  
H.No. 35/5  
Mohalla Mangalpura  
Nr. Samastiyog Ashram,  
Gurdaspur - 143521


**Subject: Appointment to the post of Clerk in the pay scale of Rs. 5910-20200 (GP 1900)**

Punjab Technical University is pleased to appoint you to the post of **Clerk** in pay scale of **Rs. 5910-20200 (GP 1900)** on the following terms and conditions:

1. You will be given starting pay in the above scale to be fixed as per University rules.
2. You will be on probation for a period of one year which is extendable to another one year. During this period your services can be terminated by giving one month's notice in writing on either side or by paying one month's salary in lieu thereof.
3. After confirmation, your services can be terminated by giving three months notice in writing on either side or by paying salary for the unexpired period.
4. Your Head Quarter shall be at Punjab Technical University for the present and you may be assigned duty anywhere by the University authorities.
5. The University shall have the right to change the designation depending upon the work, you are assigned, but your rank of the said post, emoluments and conditions of service shall not be varied to your disadvantage. You will be entitled for benefits whatsoever from the date of joining of this post.
6. In all the matters of service in the University, you will be governed by the rules and regulations of the University as applicable from time to time and the decisions of the University taken from time to time.

*"Propelling Punjab to a prosperous Knowledge Society"*

7. This appointment is subject to your being found medically fit and your character and antecedents being found satisfactory. You will submit 'Medical Fitness Certificate' from C.M.O/Dy C.M.O of District Government Hospital.
  8. This appointment is subject to final outcome of any order that may be passed in the various writ petitions (CWP No. 15855 of 2009; CWP No. 20855 or 2009; CWP No. 1304 of-2010 and any other writ petition) presently pending, or any other writ petition which may be filed in future, pertaining to the Punjab Technical University for the said advertisement dated 12.12.2009 in the Hon'ble High Court and will be binding on you.
  9. This appointment is subject to the verification of your original educational certificates/testimonials and other category certificates submitted for the post.
  10. You have to pass PGDCA from a recognized University within two years from the date of joining, if not cleared earlier, otherwise you will not be entitled for annual increments and you will not be eligible for any further promotion till you pass the PGDCA course from any recognized University.
  11. As per Government of Punjab, Department of Personnel notification No. GST.21/Const./Art.309/Amd.(II)/ 2010 dated 28.5.2010, you have to qualify a test in Punjabi typewriting within a period of one year from the date of your appointment.
- If this offer is acceptable to you, you should submit your joining report personally to the Registrar within 30 days from the date of issue of this letter, failing which this offer would stand cancelled.

  
Registrar  
(Er. H.S. Bains)

Endst No. PTU/REG/ 19341-19343

Dated: 29.09.2010

**Copy is forwarded for information and necessary action to the:**

1. Vice-Chancellor Office- for kind information of the Vice-Chancellor
2. Chief Controller of Finance
3. Incharge Establishment for Personal File.

## Punjab Technical University

### Statement of calculation of arrears of Pay on account of revision of scales as per UGC/State Government for budget provisions 2011-12

Particulars	Amount (in Rs.)
Vice Chancellor's	1997292
Registrar's	527952
Dean's	2227374
Dy Dean & Director's	2503855
Dy Registrar's	1644812
PO & Lecturer's	1288455
Assistant Registrar's	60000
Superintendent's	669538
Librarian & RA's	494650
JE	125686
Clerk's	8692725
Attendant's	2511754
Driver & Store Keeper's	430844
SE	800000
ER, Horticulture	99934
<b>Total</b>	<b>24074871</b>
Provision For EPF & Other Administrative Charges @ 13.61%	3276590
10 % Mics. Provisions	2407487
<b>Grand Total</b>	<b>29758948</b>
<b>Budget Provision</b>	<b>Rs. 300 Lac approx.</b>

ਮਿਤੀ, ਚੰਡੀਗੜ੍ਹ: 29 ਦਸੰਬਰ, 2010

ਸੇਵਾ ਵਿਖੇ

ਸਮੂਹ ਵਿਭਾਗਾਂ ਦੇ ਮੁੱਖੀ,  
ਰਜਿਸਟਰਾਰ ਪੰਜਾਬ ਅਤੇ ਹਰਿਆਣਾ ਹਾਈਕੋਰਟ,  
ਡਵੀਜ਼ਨਾਂ ਦੇ ਕਮਿਸ਼ਨਰ, ਸਮੂਹ ਜਿਲ੍ਹਾ ਤੇ ਸੈਸ਼ਨ ਜੱਜ ਅਤੇ ਸਮੂਹ ਡਿਪਟੀ ਕਮਿਸ਼ਨਰ  
ਪੰਜਾਬ ਰਾਜ ਵਿੱਚ।

ਵਿਸ਼ਾ: ਪੰਜਵੇਂ ਤਨਖਾਹ ਕਮਿਸ਼ਨ ਦੀਆਂ ਸਿਫਾਰਸ਼ਾਂ ਅਨੁਸਾਰ ਪੰਜਾਬ ਸਰਕਾਰ ਦੇ  
ਕਰਮਚਾਰੀਆਂ ਨੂੰ ਮਿਤੀ 1.1.2006 ਤੋਂ 31.7.2009 ਤੱਕ ਦੇ ਤਨਖਾਹਾਂ ਦੇ  
ਬਕਾਇਆਂ ਦੀ ਅਦਾਇਗੀ ਕਰਨ ਬਾਰੇ।

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ਸ਼੍ਰੀਮਾਨ ਜੀ,

ਮੈਨੂੰ ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਤੇ ਇਸ ਵਿਭਾਗ ਦੀ ਅਧਿਕਾਰਤਾ ਨੰ: 5/10/09-5ਅਫ.ਪੀ.1/  
207 ਮਿਤੀ 27 ਮਈ, 2009 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ ਪੰਜਾਬ ਸਿਵਲ ਸੇਵਾਵਾਂ (ਸਿੱਧੇ ਤਨਖਾਹ) ਨਿਯਮ,  
2009 ਦੇ ਨਿਯਮ 8 ਵੱਲ ਧਿਆਨ ਦਿਵਾਉਣ ਅਤੇ ਇਹ ਲਿਖਣ ਦੀ ਹਦਾਇਤ ਹੋਈ ਹੈ ਕਿ ਪੰਜਾਬ ਦੇ  
ਰਾਜਪਾਲ ਜੀ ਨੇ ਪ੍ਰਸਿਨਲ ਪੂਰਵਕ ਸਰਕਾਰੀ ਕਰਮਚਾਰੀਆਂ ਨੂੰ ਮਿਤੀ 1.1.2006 ਤੋਂ 31.7.2009 ਤੱਕ ਦੇ  
ਜਾਂ ਦੇ ਤਨਖਾਹਾਂ ਦੇ ਬਕਾਇਆਂ ਦੀ ਰਕਮ ਦੀ ਅਦਾਇਗੀ ਤਿੰਨ ਕਿਸਮਾਂ ਵਿੱਚ ਨਿਮਨ ਅਨੁਸਾਰ ਕਰਨ ਦਾ  
ਸਿਲਾ ਲਿਆ ਹੈ:-

2. (ੳ) 40% ਦੀ ਪਹਿਲੀ ਕਿਸਮ ਜਿਸ ਦੀ ਅਦਾਇਗੀ ਅਪ੍ਰੈਲ, 2011 ਦੀ ਤਨਖਾਹ ਜੋ ਮਈ 2011  
ਵਿਚ ਦਿੱਤੀ ਜਾਣੀ ਹੈ ਤੋਂ ਬਾਅਦ ਮਈ, 2011 ਵਿੱਚ ਦਿੱਤੀ ਜਾਵੇਗੀ।
- (ਅ) ਇਸੇ ਤਰ੍ਹਾਂ ਅਗਲੀਆਂ ਦੋ ਕਿਸਮਾਂ ਦੀ ਅਦਾਇਗੀ 30% ਪ੍ਰਤੀ ਕਿਸਮ ਦੇ ਹਿਸਾਬ ਨਾਲ  
ਮਈ 2012 ਅਤੇ ਮਈ 2013 ਵਿੱਚ ਕੀਤੀ ਜਾਵੇਗੀ।
3. ਉਪਰੋਕਤ ਅਨੁਸਾਰ ਹਰੇਕ ਕਿਸਮ ਦਾ 50% ਹਿੱਸਾ ਕਰਮਚਾਰੀਆਂ ਦੇ ਜਨਰਲ ਪ੍ਰਾਵੀਡੈਂਟ  
ਫੰਡ ਖਾਤਿਆਂ ਵਿੱਚ ਜਮ੍ਹਾਂ ਕਰਵਾਇਆ ਜਾਵੇਗਾ ਅਤੇ ਬਾਕੀ ਦਾ 50% ਹਿੱਸਾ ਨਕਦ ਅਦਾ ਕੀਤਾ ਜਾਵੇਗਾ।  
ਜਨਰਲ ਪ੍ਰਾਵੀਡੈਂਟ ਫੰਡ ਖਾਤਿਆਂ ਵਿੱਚ ਜਮ੍ਹਾਂ ਕਰਵਾਉਣਯੋਗ ਅਤੇ ਨਕਦ ਅਦਾ ਕਰਨਯੋਗ ਰਕਮ ਦੀ  
ਗਣਨਾ ਬਟਦਾ ਇਨਕਮ ਟੈਕਸ ਕੱਟਣ ਉਪਰੰਤ ਕੀਤੀ ਜਾਵੇਗੀ।
4. ਮਿਤੀ 1 ਜਨਵਰੀ, 2006 ਨੂੰ ਜਾਂ ਇਸ ਤੋਂ ਬਾਅਦ ਸੇਵਾਨਵਿਰਤ ਹੋਣ ਵਾਲੇ ਸਰਕਾਰੀ  
ਕਰਮਚਾਰੀਆਂ ਨੂੰ ਹਰੇਕ ਕਿਸਮ ਦੀ ਬਕਾਇਆਂ ਰਕਮ ਉਪਰੋਕਤ ਪੈਰਾ- 2 ਵਿਚ ਦਰਸਾਏ ਅਨੁਸਾਰ ਸਬੰਧਤ  
ਮਹੀਨੇ ਵਿੱਚ ਨਕਦ ਅਦਾ ਕੀਤੀ ਜਾਵੇਗੀ।
5. ਸੇਵਾ ਵਿਚ ਜਾਂ ਸੇਵਾਨਵਿਰਤੀ ਉਪਰੰਤ ਸਵਰਗਵਾਸ ਹੋਣ ਵਾਲੇ ਕਰਮਚਾਰੀਆਂ ਨੂੰ  
ਮਿਲਣਯੋਗ ਤਨਖਾਹ ਦੇ ਬਕਾਇਆਂ ਦੀ ਮੁਕੰਮਲ ਰਾਸ਼ੀ ਉਹਨਾਂ ਦੇ ਕਾਨੂੰਨੀ ਵਾਰਸਾਂ ਨੂੰ ਨਕਦ ਅਦਾਇਗੀਯੋਗ  
ਹੋਵੇਗੀ।
6. ਉਨ੍ਹਾਂ ਕੇਸਾਂ ਵਿੱਚ ਜਿੱਥੇ ਕਿਸੇ ਕਰਮਚਾਰੀ ਨੂੰ ਮਿਲਣਯੋਗ ਤਨਖਾਹ ਦੇ ਬਕਾਏ ਦੀ ਕੁੱਲ  
ਰਕਮ ਨਿਗੂਣੀ ਹੈ ਅਰਥਾਤ 5,000/- ਰੁਪਏ (ਪੰਜ ਹਜ਼ਾਰ ਰੁਪਏ ਕੇਵਲ) ਤੱਕ ਦੀ ਹੈ, ਉਹਨਾਂ ਦੀ ਸਾਰੀ ਰਕਮ  
ਅਪ੍ਰੈਲ, 2011 ਦੀ ਤਨਖਾਹ ਜੋ ਮਈ, 2011 ਵਿੱਚ ਦਿੱਤੀ ਜਾਣੀ ਹੈ, ਤੋਂ ਬਾਅਦ ਯਕਮੁਸੂਤ ਨਕਦ ਅਦਾ  
ਕੀਤੀ ਜਾਵੇਗੀ।
7. ਤਨਖਾਹਾਂ ਦੇ ਬਕਾਇਆਂ ਦੀ ਜਨਰਲ ਪ੍ਰਾਵੀਡੈਂਟ ਫੰਡ ਖਾਤਿਆਂ ਵਿੱਚ ਜਮ੍ਹਾਂ ਕਰਵਾਈ ਰਕਮ  
ਨੂੰ ਵਾਧੂ ਅੰਸ਼ਦਾਨ ਮੰਨਿਆ ਜਾਵੇਗਾ ਅਤੇ ਉਸਤੇ ਮਿਲਣ ਯੋਗ ਵਿਆਜ ਰਕਮ ਜਮ੍ਹਾਂ ਹੋਣ ਦੇ ਮਹੀਨੇ ਤੋਂ  
ਅਗਲੇ ਮਹੀਨੇ ਦੀ ਪਹਿਲੀ ਤਰੀਕ ਤੋਂ ਲੱਗਣਯੋਗ ਹੋਵੇਗਾ।
8. ਕਰਮਚਾਰੀਆਂ ਦੇ ਜਨਰਲ ਪ੍ਰਾਵੀਡੈਂਟ ਫੰਡ ਖਾਤਿਆਂ ਵਿਚ ਜਮ੍ਹਾਂ ਕਰਵਾਈ ਤਨਖਾਹ ਦੇ  
ਬਕਾਇਆਂ ਦੀਆਂ ਰਕਮਾਂ ਅਤੇ ਉਹਨਾਂ ਤੇ ਮਿਲਣਯੋਗ ਵਿਆਜ ਨੂੰ ਪੰਜ ਸਾਲ ਦੇ ਸਮੇਂ ਲਈ, ਜੋ ਕਿ ਉਸ  
ਮਹੀਨੇ ਦੇ ਮੁਕਾਬਲੇ ਮਹੀਨੇ ਦੀ ਮਿਲਣਯੋਗ ਰਕਮ ਤੋਂ ਮਿਥਿਆ ਜਾਵੇਗਾ ਜਿਸ ਮਹੀਨੇ ਵਿੱਚ ਤਨਖਾਹ ਦੇ ਬਕਾਏ

9. ਅਜਿਹੇ ਕਰਮਚਾਰੀ ਜਿਹਨਾਂ ਤੇ ਪੰਜਾਬ ਸਰਕਾਰ ਦੇ ਗਸਤੀ ਪੱਤਰ ਨੰਬਰ 3/72/2003-3ਐਫ.ਪੀ.ਪੀ.ਸੀ/7280, ਮਿਤੀ 12.12.2006 ਦੁਆਰਾ ਜਾਰੀ ਕੀਤੀ ਨਿਊ ਗੈਸਟਰਕਚਰਡ ਡਿਫਾਈਨਡ ਕੰਟਰੀਬਿਊਟਰੀ ਪੈਨਸ਼ਨ ਸਕੀਮ ਲਾਗੂ ਹੁੰਦੀ ਹੈ, ਉਹਨਾਂ ਦੇ ਇਸ ਸਕੀਮ ਦੇ ਟਾਇਰ-11 ਅਧੀਨ ਖਾਤੇ ਹਾਲੇ ਖੋਲ੍ਹੇ ਨਹੀਂ ਗਏ। ਇਸ ਲਈ ਉਹਨਾਂ ਨੂੰ ਅਦਾਇਗੀਯੋਗ ਤਨਖਾਹ ਦੇ ਬਕਾਇਆ ਦੀ ਹਰੇਕ ਕਿਸਮ ਦਾ 50% ਹਿੱਸਾ ਨੈਸ਼ਨਲ ਸੇਵਿੰਗ ਸਰਟੀਫਿਕੇਟ/ਕਿਸਾਨ ਵਿਕਾਸ ਪੱਤਰਾਂ ਵਿੱਚ ਨਿਵੇਸ਼ ਕੀਤਾ ਜਾਵੇਗਾ ਜੋ ਕਿ ਪੰਜਾਬ ਰਾਜ ਵਿੱਚ ਸਥਿਤ ਡਾਕਘਰਾਂ ਤੋਂ ਸਬੰਧਤ ਕਰਮਚਾਰੀਆਂ ਦੇ ਨਾਂ ਤੇ ਖਰੀਦੇ ਜਾਣਗੇ। ਬਾਕੀ ਦੇ 50% ਹਿੱਸੇ ਦੀ ਰਕਮ ਦੀ ਅਦਾਇਗੀ ਨਕਦ ਕੀਤੀ ਜਾਵੇਗੀ।

10. ਸਰਕਾਰੀ ਕਰਮਚਾਰੀਆਂ ਨੂੰ ਮਿਲਟਯੋਗ ਤਨਖਾਹ ਦੇ ਬਕਾਇਆ ਦੀ ਰਕਮ ਦੀ ਗਣਨਾ ਅਤੇ ਡਰਾਅਲ ਮੌਜੂਦਾ ਡਰਾਇੰਗ ਅਤੇ ਡਿਸਬਰਸਿੰਗ ਅਕਸਰ ਵੱਲੋਂ ਉਹਨਾਂ ਪੂਰਵਲੋਂ ਡਰਾਇੰਗ ਅਤੇ ਡਿਸਬਰਸਿੰਗ ਅਕਸਰ ਪਾਸੋਂ ਡਿਊ ਡਰਾਅਨ ਸਟੇਟਮੈਂਟਾਂ ਅਤੇ ਨਾਨ-ਪੇਮੈਂਟ ਸਰਟੀਫਿਕੇਟ ਪ੍ਰਾਪਤ ਕਰਕੇ ਕੀਤੀ ਜਾਵੇਗੀ ਜਿਹਨਾਂ ਵੱਲੋਂ ਸਬੰਧਤ ਕਰਮਚਾਰੀ ਦੀ ਮਿਤੀ 1.1.2006 ਤੋਂ 31.7.2009 ਦੇ ਸਮੇਂ ਦੌਰਾਨ ਤਨਖਾਹ ਡਰਾਅ ਕੀਤੀ ਹੋਵੇ। ਕਿਸੇ ਕਰਮਚਾਰੀ ਦੀ ਬਦਲੀ ਹੋਣ ਦੀ ਸੂਰਤ ਵਿੱਚ ਉਸ ਦੇ ਆਖਰੀ ਤਨਖਾਹ ਪ੍ਰਮਾਣ-ਪੱਤਰ ਵਿੱਚ ਉਸਨੂੰ ਅਦਾ ਕੀਤੇ ਤਨਖਾਹ ਦੇ ਬਕਾਏ ਦੀਆਂ ਕਿਸਮਾਂ ਦਾ ਵੇਰਵਾ ਰਕਮ ਸਮੇਤ ਅਤੇ ਬਾਕੀ ਰਹਿੰਦੀਆਂ ਅਦਾਇਗੀਯੋਗ ਕਿਸਮਾਂ ਦਾ ਵੇਰਵਾ ਰਕਮ ਸਮੇਤ, ਹਰ ਹਾਲਤ ਵਿੱਚ ਦਰਜ ਕੀਤਾ ਜਾਵੇ।

11. ਵਿਦੇਸ਼ੀ ਸੇਵਾ ਤੋਂ ਬਿਤਾਏ ਸਮੇਂ ਦੇ ਤਨਖਾਹ ਦੇ ਬਕਾਏ ਦੀ ਅਦਾਇਗੀ ਦੀ ਗਣਨਾ ਵਿਦੇਸ਼ੀ ਨਿਯੋਜਕ ਵੱਲੋਂ ਵੱਖਰੇ ਤੌਰ ਤੇ ਕੀਤੀ ਜਾਵੇਗੀ ਅਤੇ ਉਸ ਦੀ ਅਦਾਇਗੀ ਵੀ ਉਪਰ ਦਰਜਾਈ ਵਿਧੀ, ਅਨੁਸਾਰ ਤਿੰਨ ਕਿਸਮਾਂ ਵਿੱਚ ਕੀਤੀ ਜਾਵੇਗੀ।

ਵਿਸ਼ਵਾਸਪਾਤਰ  
ਜੇ. ਸਾਹਿਬ ਸਿੰਘ  
(ਜਸਬੀਰ ਕੌਰ)  
ਯੂਪੀਨ ਸਕੱਤਰ ਵਿੱਤ

ਨੰ: 5/10/09-5ਐਫ.ਪੀ.1/ 845 ਮਿਤੀ: 29 ਦਸੰਬਰ, 2010  
ਇਸ ਦਾ ਇੱਕ ਉਤਾਰਾ ਸਮੇਤ ਇੱਕ ਵਾਧੂ ਕਾਪੀ ਹੇਠ ਲਿਖਿਆ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਲੌੜੀਂਦੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਦਾ ਹੈ:

- (i) ਪ੍ਰਮੁੱਖ ਮਹਾਂ ਲੇਖਾਕਾਰ (ਆਡਿਟ) ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।
- (ii) ਪ੍ਰਮੁੱਖ ਮਹਾਂ ਲੇਖਾਕਾਰ (ਲੇਖਾ ਅਤੇ ਹੱਕਦਾਰੀ) ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।

ਜੇ. ਸਾਹਿਬ ਸਿੰਘ  
ਯੂਪੀਨ ਸਕੱਤਰ ਵਿੱਤ

ਨੰ: 5/10/09-5ਐਫ.ਪੀ.1/ 846 ਮਿਤੀ: 29 ਦਸੰਬਰ, 2010  
ਇਸ ਦਾ ਇੱਕ ਉਤਾਰਾ ਨਿਮਨ ਲਿਖਤ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਲੌੜੀਂਦੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਦਾ ਹੈ:

- (1) ਮੁੱਖ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ, ਚੰਡੀਗੜ੍ਹ।
- (2) ਸਮੂਹ ਵਿੱਤੀ ਕਮਿਸ਼ਨਰ, ਪ੍ਰਮੁੱਖ ਸਕੱਤਰ ਅਤੇ ਪ੍ਰਬੰਧਕੀ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ, ਚੰਡੀਗੜ੍ਹ।
- (3) ਰੈਜੀਸਟ੍ਰਾਰ ਕਮਿਸ਼ਨਰ ਪੰਜਾਬ ਡਵਨ ਕਾਪਰਨਿਕਸ ਮਾਰਗ, ਨਵੀਂ ਦਿੱਲੀ।

ਜੇ. ਸਾਹਿਬ ਸਿੰਘ  
ਯੂਪੀਨ ਸਕੱਤਰ ਵਿੱਤ

ਨੰ: 5/10/09-5ਐਫ.ਪੀ.1/ 847 ਮਿਤੀ: 29 ਦਸੰਬਰ, 2010  
ਇਸ ਦਾ ਇੱਕ ਉਤਾਰਾ ਰਾਜ ਦੇ ਸਾਰੇ ਬੰਡਾਂ/ਨਿਗਮ/ਅਪੈਕਸ ਸਹਿਕਾਰੀ ਸੰਸਥਾਵਾਂ ਦੇ ਮੈਨੇਜਿੰਗ ਡਾਇਰੈਕਟਰਾਂ/ਮੁੱਖ ਕਾਰਜਕਾਰੀ ਅਫਸਰਾਂ ਨੂੰ ਉਹਨਾਂ ਸਰਕਾਰੀ ਸਕੱਤਰੀਆਂ ਤੋਂ ਤਨਖਾਹ ਦੇ ਬਕਾਇਆ ਦੇ

ਨੰ: 5/10/09-5ਐਫ.ਪੀ.1/ 848

ਮਿਤੀ: 29 ਦਸੰਬਰ, 2010

ਇਸ ਦਾ ਇੱਕ ਉਤਾਰਾ ਬਜਟ ਅਫਸਰ-ਕਮ-ਅਧੀਨ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ ਵਿੱਤ ਵਿਭਾਗ, ਚੰਡੀਗੜ੍ਹ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਜ਼ਰੂਰੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ।

ਕਮਲ ਸਿੰਘ  
ਸੁਪਰਡੈਂਟ

ਨੰ: 5/10/09-5ਐਫ.ਪੀ.1/ 849

ਮਿਤੀ: 29 ਦਸੰਬਰ, 2010

ਇਸ ਦਾ ਇੱਕ ਉਤਾਰਾ ਰਾਜ ਦੇ ਸਮੂਹ ਜਿਲ੍ਹਾ ਖਜਾਨਾ ਅਫਸਰਾਂ/ਖਜਾਨਾ ਅਫਸਰਾਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਲੜੀਦੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ।

ਕਮਲ ਸਿੰਘ  
ਸੁਪਰਡੈਂਟ

ਨੰ: 5/10/09-5ਐਫ.ਪੀ.1/ 850

ਮਿਤੀ: 29 ਦਸੰਬਰ, 2010

ਇਸ ਦਾ ਇੱਕ ਉਤਾਰਾ ਨਿਮਨ ਲਿਖਤ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਲੜੀਦੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:

- (i) ਸਕੱਤਰ, ਹਿਮਾਚਲ ਪ੍ਰਦੇਸ਼ ਸਰਕਾਰ, ਵਿੱਤ ਵਿਭਾਗ ਸਿਮਲਾ।
- (ii) ਵਿੱਤ ਸਕੱਤਰ, ਚੰਡੀਗੜ੍ਹ ਪ੍ਰਸ਼ਾਸਨ, ਚੰਡੀਗੜ੍ਹ।
- (iii) ਡਾਇਰੈਕਟਰ(ਈ.ਜੀ) ਫਾਰਤ ਸਰਕਾਰ, ਵਿੱਤ ਮੰਤਰਾਲਾ, ਖਰਚਾ ਵਿਭਾਗ(ਪੇ ਰਿਸਰਚ ਯੂਨਿਟ), ਨਵੀਂ ਦਿੱਲੀ।

ਕਮਲ ਸਿੰਘ  
ਸੁਪਰਡੈਂਟ

ਅੰਦਰੂਨੀ ਵੇਰ

- (i) ਡਾਇਰੈਕਟਰ ਵਿੱਤੀ ਸਾਧਨ ਅਤੇ ਆਰਥਿਕ ਜਾਣਕਾਰੀ
- (ii) ਵਿੱਤ ਵਿਭਾਗ ਦੀਆਂ ਸਮੂਹ ਸਾਖਾਵਾਂ