

Minutes of meeting of 22nd Meeting of Human Resource Committee held on March 13, 2014 in the office of Director General, Pushpa Gujral Science City, Chandigarh

A meeting of the Human Resource Committee-PTU was held on March 13, 2014. Following were present:

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| 1. Dr.R.S.Khandpur, Director General | Chairman |
| 2. Sh.A.Palanivel, Registrar-IIT, Ropar | Member |
| 3. Dr. D.K.Patnaik, Registrar-Thapar University | Member |
| 4. Dr. Rajneesh K. Sachdev , Offtng.Registrar-PTU | Member |

Dr. Buta Singh could not attend the meeting and was granted leave of absence.

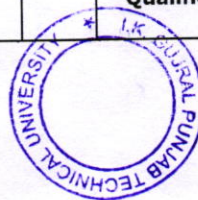
Item No. 22.1 Re-structuring of existing posts in C&D Category

A promotion policy was drafted and put up to the HR Committee at its meeting held on Sept 27, 2013. On the recommendations of the committee the matter was taken up with the Board of Governors at its 51st meeting held on 08 Oct 2013 wherein the Board desired that the Promotion Policy for the Punjab Technical University employees be drafted as per State Government Norms.

While re-considering the Promotion Policy for C & D category, the norms being followed by neighbouring Universities like Punjabi University and GNDU, Amritsar were referred to and accordingly the following is proposed as Promotion Policy for C&D category employees of PTU:

- 0) **For promotion to the next higher post, the minimum bench mark will be 'Good' in Annual Confidential Reports for three consecutive years and there shall be no super cession on the basis of merit.**
- i) To remove the gap between different channels and ladders in the same cadre, employees who worked on time scale should be promoted as per eligibility criteria mentioned as follows :-
- ii)

Sr no	Name of Post	Pay Scale	Existing Posts	Filled	Posts to be surrendered	Posts to be created	New Total Posts	Qualification/Experience(for promotion)
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1	Sr. Asst/ Executiv Asstt./ Administrativ e Asstt.	10300-34800 (GP 4400)	27	-	-	112	139	-	Graduate with PGDCA & 100% amongst Clerks at PTU having at 3 years experience.
2	Clerk	10300-34800 (GP 3200)	200	139	137	-	54+9* (ad hoc clerks)	-	Graduate/result awaited and 100% amongst existing Office Assistant staff of the PTU having at least 3 years experience subject to having knowledge of Computer typing in Punjabi- English.
3	Office Assistant	5910-20200 (GP-2400)	59	54	-	04	63	-	10 th & 50% amongst existing class IV (Attendant & Helpers) category of the PTU having at least 3 years experience
4	Attendant	4900-10660 (GP 1800)	125	79	73	-	52	-	Middle & 100% amongst existing helpers having at least 3 years experience 40 positions falling vacant on account of promotion from category 5 to Category 4 and 3 shall stand abolished
5	Helper	4900-10660 (GP 1650)	40	36	40	-	-	-	Nil
			451	308	250	116	317		

2. For promotion to the skilled & Technical categories such as Drivers, Technical/Sr. Technical Assistant, Programmers, Junior Engineer etc., the promotion criteria shall be the same as adopted in the table above for Ministerial & Supporting staff with respect to time scale promotions and next scale as applicable and notified by State Govt. from time to time.

3. Seniority shall not be the only criteria for promotion. Suitability, merit and efficiency also will be the determining factors in the matter of promotion.

4. An incumbent may be promoted to the next higher post as temporary charge without confirmation on the higher post subject to availability of position on seniority cum merit basis and his salary may be charged against the said higher vacant post till the time he fulfills the minimum time period/qualification and other eligibility criteria for that position.

5. There shall be a provision for qualifying test in Punjabi/English Type Writing on computer which should be equal to the one prescribed by the University and it should be made essential to pass the test before an employee is considered eligible for promotion to the post of Clerk. The test may be held by the appointing authority or any such authority to whom the powers for doing so are delegated by the appointing authority.

6. Policies of the State Government regarding reservation of vacancies for Scheduled



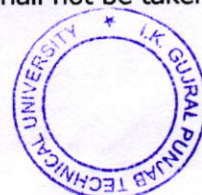
Castes, Scheduled Tribes, Backward Classes and any other specified categories shall apply to posts, filled by direct recruitment and by promotion, where applicable as per the then Govt. rules.

Notwithstanding the method of recruitment laid down in the Schedule, the appointing authority may, decide that a vacancy be filled otherwise than in accordance with these Regulations, e.g. by appointment of a borrowed employee on such terms and conditions as may be agreed to between the lending authority and the Punjab Technical University.

The item is placed before the Committee for consideration and approval.

Recommendations of the Committee:

1. The committee deliberated upon the agenda and felt that the promotion criteria is too liberal. The Registrar explained that the presently working employees in the PTU has worked for a long time on ad hoc / contract / temporary basis and are stagnating on the same designation for a very long time. This has become not only a source of discontentment among the employees but resulting in demotivation and loss of productivity. Therefore, the proposal is to mitigate the sufferings of these employees by providing a onetime relief in granting one promotion strictly as per the following criteria
2. The Registrar further explained that with the abolition of 250 posts at various levels is likely to result a considerable financial saving and therefore the burden with the proposed promotions will not be much.
3. The committee recommended that the following minimum eligibility criteria for promotion shall be followed strictly:
 - a) For Senior Assistant " Graduation+PGDCA+3 years experience along with Appropriate Skill Assessment Test for drafting and Computer proficiency".
 - b) For Office Assistant "Matriculation +3 years experience+ Punjabi/English Type Writing on computer along with Computer literacy test."
 - c) For Attendant "Middle+3 years experience".
- A. For future promotions, the promotion criteria notified by State Govt. for promotion of Ministerial Cadre in 'B' & 'C' category shall be followed for maintaining the ratio of promotion as 1:5:20:20.
- B. The relaxation in time frame for promotions as referred at 'A' above shall not be taken as



precedence and the promotion policy as and when notified by State Government shall be made applicable for all future promotions.

Item No. 22.2 Appointment of Dr. Pawan Kapur as Director, PIT, Rajpura on tenure basis.

Dr. Pawan Kapur, Former Director & Technology Development Consultant, CSIO has done his Ph.D in Biomedical Engineering in the year 1978 from University of Calcutta, Kolkatta. His date of birth is 09th December 1950. He has 38 years of long experience in CSIR system. He was appointed as 'Scientist-B' in CEERI- Pilani in the year 1975 and promoted to the level of Scientist 'G' till the year of 2004.

He was appointed as Director CSIO, Chandigarh in the year 2004 and retired in the year 2012. Last basic pay drawn by him was Rs. 79000/- and Grade pay Rs. 12000/- (Pension Rs. 39500/- before commutation) and DA/ perks as per central govt. rules.

Currently he is holding the position of 'Distinguished Emeritus Professor', Academy of Scientific and Innovative Research (ACSIR) with honorarium of Rs. 75000/- pm along with usual pensions benefits (40 % commutation as per permissible rules).

Considering his 38 years of long experience in CSIR- System and holding several key positions at all levels, guidance & execution of different R & D programmes; academic activities in various trans- disciplinary areas; vocational training for strengthening the manufacturing sector etc., he has been appointed as Director of PIT, Rajpura for a period of one year by the Hon'ble Vice Chancellor.

The item is placed before the Committee for information

Recommendations of the Committee:

The Committee noted the item and endorsed the appointment of Dr. Pawan Kapur subject to the condition that the University shall restrict the appointment for one year or till the appointment of regular Director is made, whichever is earlier.

Item No. 22.3 Compliance of High Court Orders

The High Court of Punjab and Haryana has passed judgments in five cases relating to the appointments made in the past:

1. Anti Corruption Society
2. Amrish Kumar and others
3. Rashpal Singh



4. Priyanka; and
5. Arjun Singh and others (existing employees who want regularisation).

The Court has ordered that the whole matter be placed before the new BoG for consideration and if there is any infirmity, the Board may suggest appropriate action. The Court has expressed the view the aspects arising from these allegations and denials be also examined by the new BOG and for consideration of the same, the pleadings of the present case be taken into account.

The orders have been passed with regard to two categories.

1. New appointments; and
2. Existing employees

The matter was referred to the Chairman, HR Committee to go through and his recommendations are at Annexure-I with the following conclusion :

1. The Chairman, HR Committee after going through the details, has come to conclude that the decisions taken for all the appointments were prudent in the circumstances. It is recommended that the new Board ratifies the decisions taken from time to time in the past.
2. After detailed review, out of 12 ad hoc employees one has been selected as AR in PTU, one has been terminated and one has resigned, it is recommended that the existing 9 ad hoc employees C and D category be given another chance as per the criteria adopted for other employees as approved by BOG in 36th meeting.
3. The issue of 8 ad hoc officers has been examined. It has been found that 5 out of these 8 have been relieved. The process of regular appointments to the remaining ad hoc posts has been initialised and the 3 existing ad hoc employees will be relieved after regular appointments are made.

The matter is placed before the Board for information.

Recommendations of the Committee:

The Committee noted the matter and modified Point No. 3 as follows:

The issue of 8 ad hoc officers has been examined. It has been found that 5 out of these 8 have been relieved. The process of regular appointments to the remaining ad hoc posts has been initialised and the 3 existing ad hoc employees will be relieved after regular appointments are made. This is because these employees are engaged in the utmost important work, which is of continuous nature and preferably not to be disturbed.



APPROVED

(R.S.Khandpur)





Geet Ik <geetptu@gmail.com>

Amended minutes of HRC - PTU

5 messages

Geet <geetptu@gmail.com>

Tue, Mar 18, 2014 at 10:06 AM

To: R S Khandpur <rskhandpur@rediffmail.com>

Good Morning Sir

Please find enclosed the amended Minutes of 22nd Meeting of Human Resource Committee-PTU alongwith the scanned copy of the document signed by your goodself as Chairman, HRC on Agenda of compliance of High Court Orders.

Regards

Geet

2 attachments**Minutes HRC-2.doc**

59K

**annexure viii-a.pdf**

1731K

R S Khandpur <rskhandpur@rediffmail.com>

Tue, Mar 18, 2014 at 1:18 PM

To: geetptu@gmail.com

Geet,

Amended and approved Minutes are attached.

Dr. R. S. Khandpur
Director General

On Tue, 18 Mar 2014 10:07:39 +0530 wrote

[Quoted text hidden]

Dr. R. S. Khandpur

Director General,

Science City, Kapurthala

Head Office: SCO 60-61, 3rd Floor,

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Get your own **FREE** website, **FREE** domain & **FREE** mobile app with Company email. **Know More >**

 **Minutes_HRC-2_1_.doc**
61K

Geet <geetptu@gmail.com>
To: R S Khandpur <rskhandpur@rediffmail.com>

Tue, Mar 18, 2014 at 1:50 PM

Good Afternoon Sir!

The approved minutes of 22nd HRC meeting have been received. Thanks for the same.

Regards

Geet

[Quoted text hidden]

Geet <geetptu@gmail.com>
To: Puneet Sharma <lawpyramid@hotmail.co.uk>

Sun, Mar 23, 2014 at 7:05 PM


Gd Evng Sir!

Please find enclosed herewith the minutes of HR Committee approved by Dr. Khandpur on 13.3.2014 along with agenda of "compliance of high court orders.

Regards

Geet

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 **Item No.doc**
30K

Puneet Sharma <lawpyramid@hotmail.co.uk>
To: PTU Geet <geetptu@gmail.com>

Mon, Mar 24, 2014 at 12:36 AM

TX.
Regards

Puneet Sharma,

Advocate,

LAW PYRAMID ASSOCIATES (LPA)

*Punjab & Haryana High Court,
Room No. 21, New Bar Complex*



Chamber No. 130. Behind Punjab & Haryana AG's Office

Office-cum-Resi.: # 5, Judges Enclave, Sector 77, MOHALI.

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From: geetptu@gmail.com

Date: Sun, 23 Mar 2014 19:05:28 +0530

Subject: Fwd: Amended minutes of HRC - PTU

To: lawpyramid@hotmail.co.uk

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