

6:7: - Others:

- (ii) Setting up of a Petrol pump in the University.

The Vice-Chancellor was pleased to constitute a Committee to go through the details on the setting up of a Petrol Pump in the University vide Notification placed at Annexure I.

A meeting of the above Committee was convened on 12.02.2007 and the recommendation of the Committee as at Annexure II was placed before the Executive Council held on 22.02.2007 which had considered to accept the establishment of a Petrol Pump on the Campus. It was resolved that the modalities permitted by IOC on the management be explored further and a more detailed report on the management proposal be submitted for consideration. It was further resolved that the expenditure could be met out of the Head-Other Capital Items.(EC. Resolution No:128:2007:6:7(ii).

Consequent to the E.C. resolution above, the EC. Sub-Committee on Petrol Pump met on 13.12.2007 and the members felt that the recommendation of the Committee held on 12.02.2007(Annexure-III) was already given in detail and the same was endorsed. The Committee felt that management of the Petrol pump should be done by the University itself. However, as regards to the guidelines on management, the matter was discussed with IOC and the Company has no objection to the University's proposal to set up a Petrol Pump subject to fulfillment of certain conditions like procurement of valid License, having a suitable site and mode of payment preferably in advance in the form of Bank Draft.(Minutes at Annexure IV).

On the recommendation of the E.C.No:128:2007:6:7:(ii) a site was selected and construction was carried out with the total expenditure of Rs.10,21,288/-(Rupees Ten lakhs twenty one thousand two hundred eighty eight) only for installation of the Underground Tanks and Dispensing Units. Additional work was also undertaken for Black-topping, fencing and construction of an attendant's shed. In this connection a work order for Rs.15,00000 (Rupees Fifteen lakhs) only was issued to the contractor and the work is going on.

The Company has completed necessary works for installation of the Tanks and DUs for the last one year and were expecting that the Pump be made functional. However due to delay on our part to lift any product the Company has vide letter No.CP/NEHU/AOD/SHILL/11-92 dated 14.2.2008 issued a notice to the University that arrangement may be made to lift petrol and diesel from their Barapani Depot against advance payment within 15 days failing which the Company has no other option but to de-commission the Consumer Pump facilities and remove the Tanks and DUs installed earlier. (Notice at Annexure V).

On receiving the said notice, a meeting of the E.C. Sub-Committee was convened on 26.2.2008 and the minutes may be seen at Annexure VI.

The matter is therefore placed before the Council for consideration.

No.F.1-41/Admn-II/2001 dt. 4.3.2008.



NORTH - EASTERN HILL UNIVERSITY
Permanent Campus, Shillong – 793 022 (Meghalaya)

No.F.1-41/Admn-II/2001- 430

Dated: 31/8/06

NOTIFICATION

The Vice-Chancellor, NEHU, Shillong is pleased to constitute a Committee with the following members to go through the details on the setting up of Petrol pump in this University.

- | | | | |
|----|-------------------------|---|-----------|
| 1. | Prof. R. Lalthantluanga | - | Chairman |
| 2. | Prof. Eugene Thomas | - | Member |
| 3. | Prof. A.K. Mishra | - | Member |
| 4. | Prof. T.B. Subha | - | Member |
| 5. | Registrar | - | Convenor. |

[Handwritten Signature]

Registrar.

Copy to:-

1. Prof. R. Lalthantluanga, Bio-Chemistry Deptt with a request to intimate the date to be fixed for the meeting.
2. Prof. Eugene Thomas, Economic Deptt, NEHU, Shillong.
3. Prof. A.K. Mishra, Botany Deptt, NEHU, Shillong.
4. Prof. T.B. Subha, Anthropology Deptt, NEHU, Shillong.

[Handwritten initials]

Minutes of the meeting of the Committee to go into the setting up of Petrol Pump in the University. The meeting of the Committee was held on 12th February, 2007 in the office of the Registrar.

Members present

Professor R. Lalthntluanga	Chairman
Professor A. K. Mishra	Member
Registrar	Convener

Professor E.D. Thomas and Professor T. B. Subba were out of station

The Deputy Registrar (Admn) Dr. R. K. Tiwari and the Section Officer (Transport) also attended the meeting as invitees.

The minutes of the meeting of the Committee that was held on 4th September were read and confirmed. The earlier meeting had resolved that the Petrol Pump should be managed by the University itself.

The Committee deliberated on the management of the Petrol Pump and recommended that

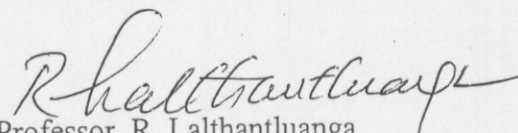
- 1) There will be a Management Committee preferably constituted by the Executive Council to manage the Petrol Pump. The Managing Committee members could include the Registrar, the Finance Officer, the Deputy Registrar (Admn), one faculty member and the Pool Officer as member convener. The Committee recommended Professor A.K. Mishra could be considered to be the faculty member representative.
- 2) A Pool Officer Assistant Registrar (Admn) would be the officer in charge for managing the Petrol Pump.
- 3) Three attendants would be engaged on a monthly contract basis for operating the pumps / dispensers.
- 4) An Assistant / UDC would be allocated duty for the Petrol Pump to oversee / regulate the book keeping. Presently an UDC in the transport department is allocated duty for issuing and regulating POL of the University vehicles.
- 5) The transport section would be given responsibility of selling/ issuing coupons. The cash receipt would be deposited on a daily basis. The reconciliation of dispensing and of coupon receipt at the Petrol Pump on a daily basis would also be recorded by the transport department.

- 6) The performance of managing the Petrol Pump would be reviewed after 6(six) months.

It was further recommended that

- i) quality control would need to be ensured through different distributing facilities either at the Petrol Pump or through the IOC supplier.
- ii) The infrastructural facilities of the Petrol Pump would need be completed including black topping and building as per the approved plan that were submitted while obtaining the explosive license.
- iii) It was recommended that a separate Head of Accounts could be maintained for the Petrol Pump. For the initial filling of reservoirs (diesel and petrol) Rs 15 lakhs could be allocated from the POL allocation of the transport branch.
- iv) It was recommended that the working hours should be from 7:00 AM to 7:00 PM. It was further recommended that the dispenser with the money value display could be fitted.

The meeting ended with a vote of thanks from the Chair.


Professor. R. Lalthantluanga
Chairman

Dated: 20th February, 2007

(ii) Minutes of the Management Committee for setting up of petrol pump.

EC:128:2007:6:7:(ii): The Council considered to accept the establishment of a petrol pump on the Campus. The Council further **RESOLVED** that the modalities permitted by IOC on the management be explored further and a more detailed report on the management proposal be submitted for consideration. The Council **RESOLVED** that expenditure could be met from the Head-Other-Capital Items.

Minutes of the meeting of the E.C. Sub-Committee to go into the setting up of Petrol Pump in the University. The terms of reference were that the modalities permitted by IOC on the management be explored further and a more detailed report on the management proposal be submitted for consideration. The meeting of the Sub-Committee on Petrol Pump met on 13/12/2007 at 11:00AM in the office of the Registrar.

The following members were present :

1. Prof. Lalthantluanga - Chairman
2. Prof. E.D. Thomas - Member
3. Prof. T.B. Subba - Member
4. Registrar - Convener

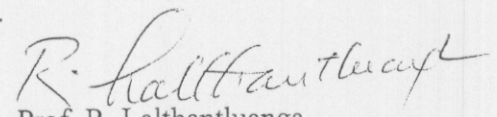
Regret: Prof. A.K. Mishra was out of station.

The members perused the recommendations of 12/02/2007 which had detailed the operation procedure for the Petrol Pump. The members felt that the recommendations were already given in detail and the same was endorsed.

The Committee felt that the management of Petrol Pump should be by the University itself.

On the matter of IOC having any guidelines on the management of Petrol Pump, the Committee recommended that Administration could write to IOC to seek advice on the same.

The meeting ended with a Vote of Thanks from the Chair.


Prof. R. Lalthantluanga
Chairman

The 10th January, 2008



IndianOil

इंडियन ऑयल कॉर्पोरेशन लिमिटेड
(आसाम ऑयल प्रभाग)
INDIAN OIL CORPORATION LIMITED
(ASSAM OIL DIVISION)

C/o Assam Auto Agencies
Laitumkhra, Shillong - 793 003

6:7:2(7)



ANNEXURE- V

Cell : + 91 94361 39254
E-mail : abhijit_mojumdar@rediffmail.com

Ref: CP/NEHU/AOD/SHLL/11-92

Date: 14/02/08

To
The Register
North Eastern Hill University (NEHU)
Mawkynroh, Umshing
Shillong - 793022

Sub: Consumer Pump Facility at your University premises.

Dear Sir,

As per your request, we have installed Consumer Pump Facility at your University premises having two underground tanks and two nos of DUs. The same was commission during March 2007. But despite our repeated request, your concern department has failed to lift any product till date.

You are hereby requested to kindly arrange to lift petrol and diesel from our Barapani Depot, against advanced payment within fifteen (15) days. In case you are not in a position to take any product from our Barapani Depot, IOCL (AOD) will have no other option but to de-commission the Consumer Pump facility and remove the underground tanks and pumps installed.

A line of conformation regarding above will be highly appreciated.

Thanking you

Yours faithfully

(Abhijit Mojumdar)
Manager (Sales), Shillong

C2
F- m - report
18-02-2008
12/50 (Admin)
12223
18/2/08
AR (Admin II)
19/2/08

SD/IR
19/2/08

Received on 19/2/08
[Signature]

No. 1209
19/2/08

No. 740
19/2/08

Minutes of the meeting of the E.C. Sub-Committee on Petrol Pump.

The E.C. Sub-Committee on Petrol Pump met on 26/02/2008 at 12:30PM to consider the latest position of the NEHU Petrol Pump.

The following members were present :

- | | | |
|-------------------------|---|----------|
| 1. Prof. Lalthantluanga | - | Chairman |
| 2. Prof. E.D. Thomas | - | Member |
| 3. Prof. T.B. Subba | - | Member |
| 4. Prof. A.K. Mishra | - | Member |
| 5. Registrar | - | Convener |

The meeting was apprised of the deadline given by IOC Ltd. that owing to NEHU non-lifting of their product since March, 2007, the pump facility might be de-commissioned. The IOC Ltd. in their letter dated 14/2/2008 has given a deadline to lift Petrol and Diesel from the Barapani Depot within 15 days. Transport Department has received an offer from one P.K. Jain & Co. who runs the Khasi Hill Petroleum, Shillong to run the NEHU Petrol Pump. He would manage, run and obtain stock with his own resources and supply to NEHU on credit coupon system similar to what NEHU is doing at present from other Petrol Pumps. He would offer the University an assured profit of Rs.60,000/- (Rupees sixty thousand) per annum in return.

The Committee considered the above and **RESOLVED** to recommend that M/s P.K. Jain's offer may be accepted with the provision that it would be initially for a period of one year. He would be requested to pay the University an amount of Rs.1 lakh per annum in return. The other terms and conditions could be worked out with Transport/Administration Section of NEHU. These would include timing, quality control, etc.

The meeting ended with a vote of thanks from the Chair.

R. Lalthantluanga
Prof. R. Lalthantluanga
Chairman

The 26th February, 2008

minutes do not reflect
seen. This may be
placed in the EC
as this agenda was discussed
in the EC meeting.
framed
28/2/08

Ref.

RESOLVED to constitute a Committee consisting of the following members to look into the matter.

1. Prof. BK Tiwari
2. Prof. (Mrs.) R. Borgohain
3. Mr. PC Majhi

6:7: Others:

(i) Minutes of the 74th & 75th Building Committee.

EC:133:2008:6:7:(i): The Council considered the Minutes of the 74th & 75th Building Committee and **RESOLVED** to approve the recommendation of the Building Committee.

(ii) Setting up of a Petrol pump in the University.

EC:133:2008:6:7:(ii): The Council considered the setting up of a Petrol pump in the University and **RESOLVED** that the University may request the Indian Oil Corporation to give three months' time for advertising the management of the same.

(iii) Request for ten acres of land at NEHU Campus for establishing of a Centre of the National Institute of Fashion Technology (NIFT).

EC:133:2008:6:7:(iii): The Council considered the request for ten acres of land at NEHU Campus for establishing of a Centre of the National Institute of Fashion Technology (NIFT) and **RESOLVED** that due to constraints faced by the University for land an arrangement may be made between the State Government and CIEFL for exchange of the land allotted to CIEFL.

(iv) Dismantling of temporary quarter.

EC:133:2008:6:7:(iv): The Council considered the dismantling of temporary quarter and **RESOLVED** to approve in principle and rest of the details about the quarter be obtained from Campus Development Department.