

TRAVELLING AND HALTING ALLOWANCE REGULATIONS
CENTRAL UNIVERSITIES

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TRAVELLING AND HALTING ALLOWANCE REGULATIONS

These regulations shall come into force with effect from the _____

2. (a) These regulations shall apply to -

Part I - (1) Members of -

- (i) the Court, the Executive Council, the Academic Council, the Academic Advisory Committee and the Finance Committee.
- (ii) the University Boards of the Schools and other University bodies, the Committees or Sub-Committees appointed by the authorities mentioned at (i) above, by the Vice-Chancellor, Pro-Vice-Chancellor or officers of equivalent rank.

Other than the Vice-Chancellor and members of staff of the University.

(2) Other distinguished persons invited for the purpose of the University.

Part II - The Vice-Chancellor and members of staff of the University.

Part III - Paper-setters, Examiners and moderators and persons invited to deliver extension lectures for which honorarium is paid.

Part IV - Students proceeding on approved field work or other academic activities.

(b) Travelling and halting allowance payable out of special grants made by outside bodies may be paid at the rates and or/subject to the conditions laid down by the granting authorities or in accordance with these regulations if no rates and/or conditions are laid down.

(c) Persons on deputation to the University shall be governed by -

- (i) the regulations of their parent department for journeys performed for joining the University and at the time of reversion to the parent department.
- (ii) these regulations for other journeys, unless mentioned otherwise in the terms and conditions governing their deputation.

3. (a) The University shall grant travelling and halting allowance for journeys in connection with University work at the rates and subject to the conditions hereinafter specified provided that the University may alter, amend, or rescind any provisions of these regulations at any time.

(b) No member of the staff of the University shall be entitled to travelling allowance on tour under these regulations unless the journey was undertaken with the approval of the Vice-Chancellor or such other authority as may be empowered in this behalf.

Note - Heads of Schools, Departments or Centres and Head of Administrative Departments are empowered to approve of a teacher or a member of the administrative, ministerial or grade IV staff proceeding on duty outside his headquarters.

(c) Subject to the provisions of regulations 4 and 13, no travelling allowance is admissible for any day on which a person does not reach a point outside a radius of 8 kms. from the normal duty point (i.e. the place/office of employment) at his headquarters, or returns to it from a similar point.

Note - The term 'Radius' of 8 kms.' means a distance of 8 kms. by the shortest practicable route by which a traveller can reach his destination by the ordinary mode of travelling.

PART - I

TRAVELLING AND HALTING ALLOWANCE FOR NON OFFICIAL MEMBERS OF THE UNIVERSITY AUTHORITIES AND COMMITTEES OR SUB-COMMITTEES APPOINTED BY THEM AND OTHER DISTINGUISHED PERSONS INVITED FOR THE PURPOSE OF THE UNIVERSITY.

4. I. Travelling allowance admissible to the members of the Court, the Executive Council, the Academic Council, the Academic Advisory Committee and the Finance Committee other than the persons working in the University, will be as below :-

(A) TRAVELLING ALLOWANCE

(a) Journeys by rail -

First Class rail fare plus one daily allowance of Rs.16/- for each completed day of transit reckoned from mid-night to mid-night. If the transit period on a calendar day (reckoned from midnight) is for less than 24 hours, the daily allowance will be admissible at the following rates :-

- | | |
|---|-----|
| (i) If the transit period does not exceed 6 hours | 30% |
| (ii) If the transit period exceeds 6 hours but does not exceed 12 hours | 50% |
| (iii) If the transit exceeds 12 hours - Full | |

In case the transit falls on two calendar days, it is reckoned as two days and Daily allowance is calculated for each as above.

Note - A member may travel by A.C.C. Members of Parliament while travelling by A.C.C. will utilise their free first class railway pass and claim reimbursement only of the difference between the A.C.C. and the first class fare.

While travelling by the Rajdhani Express members will be entitled to travel by the air-conditioned sleeper. As the fares for the Rajdhani Express include charges for meals provided in the train, the daily allowance will be half of what is admissible normally by other trains.

(b) Journeys by road -

- (i) In respect of journeys by road by Motor cycle/ scooter a member will be entitled to road mileage at the rate of 20 paise per kilometer.
- (ii) In respect of journeys by road by a full taxi/ own car, a member will be entitled to road mileage at 60 paise per km.

Note - If the places are connected by rail, the entitlement will be restricted to the amount admissible as for a rail journey.

(iii) When the journey is performed by road by taking a single seat in a public conveyance (bus) the member will be entitled to the actual fare paid for a seat in the public conveyance.

In addition, one daily allowance of Rs.16/- for each completed day of transit as for a journey by rail as in clause (a) above will be admissible.

(c) Journeys by air -

One standard air fare (by economy class) plus road mileage at the rate mentioned in sub-clause (b) (i) above between the air booking office and the place of residence/duty at each place of journey.

In addition, one daily allowance for each completed day of transit as for a journey by rail as in clause (a) above will be admissible.

Note - 1. Every member is required to purchase return ticket wherever available.

- 2. If more than one air journey (including the return journey) is performed within 24 hours, the total entitlement of daily allowance for all the journeys shall be restricted to Rs.16/-

(B) HALTING ALLOWANCE

(i) Members coming from outside the place where the meeting is held may be provided with free board and lodging from the afternoon of the day immediately preceding the day(s) of the meeting to the forenoon of the day immediately following the day on which the meeting is concluded. In addition, a member will be entitled to a daily allowance of Rs.10/- for each day of the meeting.

(ii) A member who makes his own arrangement for his stay will be paid Rs.35/- for each day of the meeting. In addition, he will get one daily allowance for the day immediately preceding the day of the meeting and for the day immediately following the meeting if he arrives in the forenoon of the day preceding the meeting or earlier and leaves in the afternoon following the day of the meeting or later. In case he arrives in the afternoon or leaves in the forenoon, he will get half daily allowance for those days.

(C) CONVEYANCE ALLOWANCE

A member who resides at the places where the meeting is held will not be entitled to travelling or halting allowance but will be paid the actual cost of conveyance hire subject to a maximum of Rs.10/- per day. If a member uses his own car, he will be granted conveyance allowance at the rate of 60 paise for every kilometer subject to a maximum of Rs.10/- per day. For journeys by Scooter/Moter cycle, conveyance allowance will be admissible at 20 paise per km. subject to the maximum of Rs.10/- per day.

- Note 1.- The Travelling Allowance will be admissible to non-official members provided they have not drawn it from any other source.
- 2.- Members are eligible for travelling allowance for the journeys performed in connection with the meeting of the Committees etc., from the place of their permanent residence by the shortest route. If any member performs a journey from a place other than the place of his permanent residence to attend a meeting or returns to a place other than the place of his permanent residence after the termination of the meeting, travelling allowance shall ordinarily be worked out on the basis of the distance actually travelled or the distance between the place of permanent residence and the venue of the meeting, whichever is less.
 - 3.- The provisions of (A) and (B) above will not be applicable to the officers of the central/State Governments appointed to serve on or attending meetings of the Committees etc., set up by the Authorities of the University. The claims of such officers will be settled in accordance with the rules in force in their parent Governments unless in any particular case it is decided otherwise.
 - 4.- No countersignature is necessary in the case of bills for journeys to attend the meetings. Payment will not be made earlier than the last.

day upto which the daily allowance is claimed.
The travelling allowance for onward journey and return journey, will be included in the bill and the payment will be treated as final.

5. - Unless sanctioned by the Vice-Chancellor no travelling allowance is admissible for attending a Convocation.

II. Travelling and halting allowance admissible to the non-official members of the University Boards of the Schools and other University bodies, members of the selection committees constituted under the provisions of Statute 27 of the University and also members of the committees or sub-committees appointed by the Authorities of the University and the Vice-Chancellor, will be governed by this regulation provided that in their case travel by air conditioned first class or by air shall be admissible when authorised by the Vice-Chancellor.

III. A person of distinction invited by the Executive Council/ Vice-Chancellor for purposes of the University shall be paid travelling and halting allowance at the rates decided by the Vice-Chancellor.

REGULATIONS FOR TRAVELLING AND HALTING ALLOWANCE APPLICABLE
TO THE VICE-CHANCELLOR AND MEMBERS OF STAFF OF THE UNIVERSITY

SECTION-I

VICE-CHANCELLOR

5. Subject to the general conditions laid down in this part of the regulations, the Vice-Chancellor shall be entitled to the following travelling allowance/halting allowance -

(a) Journey by Air -

The Vice-Chancellor shall be entitled to travel at his discretion by Air in first class. He will be entitled to the actual air fare plus one daily allowance of Rs.10/- for each completed day of transit (counted from midnight to midnight) as detailed in Rule 4 A(a) of Part I.

(b) Journey by Rail -

The Vice-Chancellor shall be entitled to travel at his discretion by A.C.C. (when travelling by the Rajdhani Express by Air-conditioned sleeper).

He will be entitled to the actual rail fare plus one daily allowance of Rs.16/-. (Half daily allowance in the case of travel by Rajdhani Express) for every completed day of transit to be calculated from midnight to midnight as in Rule 4 A(a) of Part I.

(c) Journey by Road -

The Vice-Chancellor shall be entitled to the road mileage at the rate applicable to a person in the first grade.

(d) Halting Allowance -

For halting at out-stations, the Vice-Chancellor shall be entitled to a daily allowance of Rs.35/- per day or he may at his discretion claim reimbursement of actual expenses on board, lodging and conveyance.

(e) Journey for assumption of office -

In respect of the journey to headquarters from his normal place of residence for assuming office, a person appointed as Vice-Chancellor shall be entitled to travelling allowance (including transportation of personal effects and one motor car) on the scale admissible to a grade I member of staff of the University on transfer.

(f) On relinquishing the office -

On relinquishing the office of Vice-Chancellor he shall be entitled to travelling allowance for himself and members of his family from his headquarters to his normal place of residence on the scale given in clause (e) above. If he wishes to settle down in any other place (within India) he may get travelling allowance etc. to that place subject to the condition that the claim is restricted to the actual expenditure or his entitlement to his normal place of residence whichever is less.

SECTION II

GRADES OF UNIVERSITY STAFF

6. For the purpose of travelling and halting allowance, the staff in the service of the University shall be divided into grades as follows :-

Grade I Persons in receipt of actual pay of Rs.1,000/- per month or above.

Grade II Persons in receipt of actual pay of Rs.650/- per month or above, but less than Rs.1,000/- per month.

Grade III Persons in receipt of actual pay of Rs.330/- or above but less than Rs.650/- per month.

Grade IV Persons in receipt of pay less than Rs.330/-

NOTE 1 - The term 'Pay' for the purpose of these rules refer to Pay in the revised scales of pay promulgated as a result of the Third Pay Commission's recommendations. In the case of employees who retain the pre-revised scales of pay, the term will include beside pay appropriate D.P., D.A. and Interim Relief thereon at the rates applicable under the orders in force prior to 1.1.1973. This pay does not include any fees, remuneration or allowance or any contribution to the Provident Fund.

2. The gradation of re-employed person shall be determined as below -

i) Where pension is held in abeyance, the grade of re-employed pensioners shall be determined in accordance with the pay actually received from time to time.

ii) Where the pension is allowed to be drawn in addition to pay, the gradation of a re-employed person shall be determined on the basis of his re-employed pay, plus the amount of his original pension (i.e. before commutation) and pension equivalent of other retirement benefits, if any, subject to the condition that if the total of such pay plus pension exceeds the pay of the post, if it is on a fixed rate of pay, or the maximum pay of the post, if it is on a time scale of pay, such excess shall be ignored.

iii) The amount of pension or any part thereof which is not taken into account in fixing the pay of a pensioner on re-employment shall be ignored for the purposes of this regulation.

iv) In the case of a person who retired with Contributory Provident Fund benefits, he should be deemed to be in receipt of pay equivalent to his re-employment pay contribution to his fund account, together with the interest thereon included in his total retirement benefits.

3. - Honorary and part-time workers shall rank in such grade as the Vice-Chancellor may with due regard to their status declare.

SECTION III

TRAVELLING AND HALTING ALLOWANCE FOR JOURNEYS ON TOUR

SUB-SECTION (i) - GENERAL

7. (i) For the purpose of calculating travelling allowance, a journey between two places is held to have been performed by the shortest of two or more practicable routes or by the cheapest of such routes as may be equally short; if, however, there are alternative routes and the difference between the fares is not more than 5%, the travelling allowance may be calculated on the route actually used.

Note- The shortest route is that by which a traveller can most speedily reach his destination by the ordinary modes of travelling. In case of doubt, the Controlling Officer shall decide as to which shall be regarded as the shortest of two or more routes.

- (ii) If a member of the staff travels in a lower class of accommodation, he/she shall be entitled to the fare of the class of accommodation actually used.

Note 1. For the purpose of this regulation, fare includes passenger tax, terminal tax and any other amount charges by the railway on a ticket (excluding the charges for reservation of berth/seats).

2. Employees of all grades travelling by New Second Class will be entitled to reimbursement of reservation charges for a seat (for day journeys) and sleeper/berth (for night journeys) in addition to the fare for New Second Class.

- (iii) Where a return ticket is available at reduced rates and the return journey is expected to be performed within the period allowed on such ticket, it shall always be purchased.

The travelling allowance for the forward and the return journeys wherever such return tickets are available will be the actual cost of the return ticket.

SUB-SECTION (II) JOURNEYS BY RAILWAYS

8.(a)(i) Members of the University staff when travelling by rail on tour, shall be entitled to Class of Accommodation as follows:

- | | |
|---|------------------|
| (a) First Grade | First Class |
| (b) Second Grade | First Class |
| (c) Third Grade | |
| (i) Those in receipt of pay of Rs.425 and above but less than Rs.650/-. | First Class |
| (ii) Those in receipt of less than Rs.425 | New Second Class |
| (d) Fourth Grade | New Second Class |

Provided that the Vice-Chancellor may in special cases authorise a person in Grades III and IV entitled to new second class to travel by first class.

(ii) The entitlement to rail accommodation in Rajdhani Express for journeys on tour, will be as follows :-

- | | |
|--|--|
| Those in receipt of pay of Rs.1800 p.m. and above | Air conditioned sleeper subject to a recovery of one paise per km. |
| Those in receipt of pay of Rs.800 and above but Below Rs.1800. | Air conditioned chair car. |
| Persons in Second and Third Grade in receipt of Rs.425 p.m. and above | Air conditioned chair car. |
| Persons in Third Grade (with pay of less than Rs.425 p.m. and in Fourth Grade. | Not entitled |

(If a person in Grade III and IV not entitled to travel by Rajdhani Express, actually travels, he will be eligible to claim only new second class fare).

(iii) Payment for rail journey -

- (a) The rail fare of the class of accommodation actually used (inclusive of the charges for the sleeping accommodation or air-conditioned surcharge, if any) limited to the fare of the class by which a person is entitled to travel, shall be reimbursed to him.
- (b) As regards incidental expenses besides the fares, it is covered by the Journey cum halting allowance dealt with in sub-section (V).

SUB-SECTION (iii)- JOURNEYS BY ROAD

9. For journeys by road, travelling allowance is admissible at the following rates :-

(a) Staff employees of First and Second Grades - Actual fare by Public bus, or 20 paise per km. for journeys by Motor-cycle or Scooter.

OR

60 paise per km. for journey by full taxi/own car.

Staff employees of Third and Fourth Grades-

Actual fare by Public bus or 20 paise per km. for journey by Motor-cycle/Scooter. They will NOT be eligible to travel by full Taxi/own car.

Note - 1. A journey is held to begin or end at the residence in the Headquarters station or at the halting place in an outstation.

2. In calculating road mileage fractions of a km. should be omitted from the total of a bill of any one journey but not from the various items which make up the bill.

3. When two or more persons of I and II grade travel by sharing the hire charges of a conveyance, each one of them may draw the fare actually paid by him limited to the road mileage admissible in this regulation.
 4. In respect of road journey in hill areas or areas which are not easily accessible, the Vice-Chancellor may allow a higher rate of road mileage taking into account the rate prescribed by the Government of India for its staff of equivalent grade.
- (b) If the two places are connected by rail, the entitlement as calculated under (a) above, would further be restricted to the travelling allowance admissible, as for a rail journey if that be less provided that the Vice-Chancellor may in special cases, sanction full road mileage.

FREE TRANSIT BY ROAD

10. (1) When a person uses a means of locomotion provided by the University, a Government or a Statutory authority free of charge, no payment is admissible over and above the daily allowance for the entire period of absence from Headquarters allowed under Sub-Section V.

(2) When a person who is supplied with means of conveyance without charge, for local journeys (i.e. those beyond 8 k.m. from the Headquarters), returns to his headquarters on the same day, halting allowance under this regulation will be calculated as follows :-

If the absence from headquarters does not exceed 6 hours	15% of daily allowance at ordinary rates
If the absence from headquarters exceeds 6 hours but does not exceed twelve hours	25% of daily allowance at ordinary rates
If the absence from headquarters exceeds twelve hours	50% of daily allowance at ordinary rates

(3) The driver or cleaner of a University motor vehicle when making a journey by road in the vehicle in his charge, will also draw daily allowance under the above mentioned provisions of this regulation.

SUB-SECTION (iv) - JOURNEY BY AIR

11.(1) Travel by air is permissible on tour -

- (a) In the case of persons in receipt of actual pay of Rs.2250/- and above at their discretion.

Persons in receipt of actual pay of Rs.1800/- and above but below Rs.2250/- may also travel by air at their discretion in cases where the distance involved is more than 500 kilometers and the journey cannot be performed overnight by rail.

- (b) In the case of persons to whom the sub-clause (a) does not apply, whenever the Controlling Officer certifies that air travel is urgent and necessary in the interest of the University.

- (ii) For travel by air a person shall be entitled to travel by Economy (tourist) Class.

- (iii) (a) A person either entitled or permitted to travel by air, is entitled to claim besides one air fare for the journey daily allowance for his entire absence from headquarters as provided for in sub-section (V).

Note : 1. Road mileage shall not, except in special circumstances be drawn in respect of the surface transport which forms part of the air journey and is included in the fare paid for air journey.

2. In respect of journeys involving an overnight halt at an intermediate station either due to non-availability of connecting service or due to cancellation of the connecting air service, half daily allowance may be allowed at the rate applicable to the intermediate station for each overnight halt if the Airline Corporation does not provide at its expense any facility for boarding or lodging. This will be in addition to the daily allowance admissible for the entire period of absence from headquarters.

- (iv) (a) If available, return tickets will always be purchased when a person expects to perform the return.

journey by air within the period during which a return ticket is available. The mileage allowance for the forward and the return journeys, when such return tickets are available will, however, be the actual cost of the return ticket.

(b) All expenditure incurred in connection with the booking of air passages should be borne by the person concerned and will not be a charge against the University.

SUB-SECTION (V) - HALTING ALLOWANCE

12. (i) In addition to the actual fare for journeys by rail or air or road mileage for journeys by road as set out in sub-section (IV), a daily allowance shall be drawn for the entire period of absence from headquarters starting with departure from Headquarters and ending with arrival at Headquarters (i.e. return journey) to cover both on the way expenses as well as expenses for halt at out stations.

Daily allowance for the entire absence from Headquarters will be regulated as follows :-

Full daily allowance may be granted for each completed calendar day of absence reckoned from mid-night to mid-night. For absence from Headquarters for less than 24 hours, the daily allowance will be admissible at the following rates :-

- | | |
|---|--------|
| (i) If the absence does not exceed 6 hours | - 30% |
| (ii) If the absence from headquarters exceeds 6 hours but does not exceed 12 hours. | - 50% |
| (iii) If the absence from headquarters exceeds 12 hours | - Full |

In case the period of absence from headquarters falls on two calendar days, it is reckoned as two days and daily allowance is calculated for each as above. Similarly, daily allowance for days of departure from and arrival at headquarters will be regulated accordingly.

(ii) No halting allowance shall be drawn during periods of leave of any kind (including casual leave) at the place of halt.

Note : Daily allowance is not admissible for any day whether Sunday or holiday unless a person is actually in camp (i.e. actually spends at least a portion of the particular Sunday or holiday in camp) or in transit.

In addition, actual conveyance expenses for journeys at the outstation in connection with the University work shall be paid as under :

I. Class A and B cities :

- | | |
|---------------|---|
| (a) Grade I | Taxi fare |
| (b) Grade II | Scooter fare or bus fare where scooters do not ply for hire |
| (c) Grade III | Bus fare, except where in the interest of the University, some other conveyance is engaged. |

Note : For journeys from the air booking office/ Railway Station/Bus Stand to place of halt and back, a person will be entitled to claim the road mileage admissible according to his grade under regulation 9.

II. Class C cities (ordinary localities)

Road mileage admissible according to the grade of the person.

(iii) A person who is allowed free board and lodging at his place of halt at the expense of any organisation may draw only one fourth of the halting allowance admissible to him at the station concerned. If only Board is allowed free to him, he may draw halting allowance, at one half of the admissible rate. If he is provided with only free lodging, he will draw $3/4$ daily allowance for that (those) day(s).

Note: 'Free Board' should be deemed to include the provision of all the principal meals Casual hospitality, such as an occasional meal as an invited guest or free lunch or tea during working hours should not be treated as free board for the purpose of grant of daily allowance.

(iv) Vice-Chancellor may sanction for a person actual expenses at the place of halt for boarding and lodging in a suitable hotel, not disproportionate to his status, if he is satisfied that the prescribed halting allowance is inadequate.

SECTION IV

JOURNEYS WITHIN A RADIUS OF 8 KILOMETERS OF HEADQUARTERS

13. The Controlling Officer may permit a person to draw the actual cost of hiring a conveyance not exceeding the scales given below in connection with a journey performed in the University's interest within a radius of 8 kilometers from his headquarters, when a staff car/University conveyance is not made available and no travelling allowance is admissible. Conveyance expenses may also be paid to a person who is required to come to office outside the ordinary hours of duty.

I. Class 'A' Cities -

- | | |
|----------------------------------|--|
| (a) Those in Grade I | Taxi fare |
| (b) Those in Grade II | Scooter fare or bus fare where scooters do not ply for hire |
| (c) Persons in Grades III and IV | Bus fare, except where, in the interest of the University, some other conveyance is engaged. |

II Class 'B' and 'C' Towns -

Mileage allowance as admissible according to the grade of the person concerned.

- NOTE : 1. If more than one person is required to proceed to a place on official duty, they should share the taxi or other conveyance as far as possible.
2. The Controlling Officer shall certify that the staff car/University conveyance could not be made available for the journey performed by the person(s) concerned.
3. The conveyance expenses should not be reimbursed in respect of a journey, if the person concerned is granted any compensatory leave or is otherwise entitled to receive any special remuneration for the purpose of duty which necessitated the journey. However, where he has been recalled from his residence to perform overtime work, the Controlling Officer may reimburse conveyance expenses in addition to the overtime allowance admissible to him.

SECTION - V

JOURNEYS WHEN PROCEEDING ON OR RETURNING FROM VACATIONS AND LEAVE
TRAVELLING ALLOWANCE DURING VACATIONS.

14. (1) If a teacher or other member of staff or a Vacation Department combines tour with vacation, i.e. proceeds on tour and then avails of vacation without returning to headquarters he will be granted travelling allowance for the onward journey only.

(2) University staff who are appointed members of Examination Committees or Tabulators and are required by the Vice-Chancellor to come to headquarters from outside to attend during vacations, such Committees or Sub-Committees as are convened for the purpose of declaring examination results, shall be entitled to travelling allowance only for the journey to the place of the meeting and back but not to any halting allowance.

(3) Members of the Vacation staff of the University who are members of the Executive Council or other statutory bodies and Committees or Sub-Committees appointed by them will be entitled to charge travelling allowance for attending the meetings convened during vacations from the places of stay outside or residence to the place of meeting and back.

TRAVELLING ALLOWANCE DURING LEAVE

15. (1) A person proceeding on leave, other than casual leave from the outstation where he is on tour will not be entitled to travelling allowance for the return journey.

(2) When a person is compulsorily recalled to duty before the expiry of his leave and the leave is thereby curtailed by not less than one month, he will be entitled to draw travelling allowance for the journey from the place at which orders of recall reach him. If the period by which leave is curtailed is less than one month, travelling allowance may be allowed at the discretion of the Vice-Chancellor.

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SECTION VI

JOURNEYS TO ATTEND CONFERENCES AND SEMINARS

TRAVELLING ALLOWANCE TO MEMBERS OF THE TEACHING STAFF FOR ATTENDING ANNUAL CONGRESSES/CONFERENCES/SYMPOSIA AND SEMINARS ETC.

16. (1) A University teacher nominated by the Vice-Chancellor as a delegate to a Congress or Conference or Seminar in India, shall be paid travelling and halting allowance, according to his grade provided he has not drawn travelling or halting allowance in any form from the authorities who organised the Congress/Conference/Seminar. Certificates of having attended the Conference and non-drawal of travelling or halting allowance from any other source shall be sufficient for the purpose of payment of travelling allowance under this regulation.

(2) Where boarding and/or lodging arrangements are made by the organisers of the Conference, the halting allowance payable to the delegate will be reduced as indicated in regulation 12 (iii).

CONTRIBUTION TOWARDS TRAVELLING ALLOWANCE EXPENSES OF UNIVERSITY TEACHERS ATTENDING INTERNATIONAL CONFERENCES/SYMPOSIA AND SEMINARS ETC.

17. Contribution may be granted to the following categories of University teachers, who attend Conferences/Seminars etc., of international status outside India with the approval of the Executive Council

- (a) A person who is nominated or elected as President or Chairman of a Conference/Meeting/Section etc.
- (b) A person whose paper has been accepted for being presented at the Conference/Seminar etc.

The travelling allowance shall not exceed the actual travelling expenses (not exceeding economy class air fare both ways). The amount of halting allowance that may be paid in special cases to the participant shall be decided by the Vice-Chancellor.

SECTION VII

TRAVELLING ALLOWANCE TO TEACHERS AND OTHER MEMBERS OF THE
STAFF ACCOMPANYING STUDENTS ON EDUCATIONAL EXCURSIONS/
FIELD WORK

18. A member of the staff accompanying the students on educational excursions/field work shall be entitled to usual travelling and halting allowance. The railway fare will be allowed at the concessional rate, where such concession is permissible under the railway regulation of the class to which he is entitled according to his grade.

SECTION - VIII

TRAVELLING ALLOWANCE FOR GIVING EVIDENCE IN A COURT OF LAW

19. (a) A person summoned to give evidence of facts that have come to his knowledge in the discharge of his duties in a case to which neither University nor Government is a party, shall not be entitled to any payment other than that admissible under the rules of the Court.

(b) A person summoned to give evidence of facts that have come to his knowledge in the discharge of his duties in a case which the University or Government is a party, shall be entitled to usual travelling and halting allowance from the University and he shall credit to the University whatever amount of travelling and halting allowance he gets from the Court.

SECTION - IX

GRANT OF CONTRIBUTION TOWARDS TRAVELLING EXPENSES OF A CANDIDATE CALLED BY THE UNIVERSITY FOR INTERVIEW/ON HIS FIRST APPOINTMENT IN THE UNIVERSITY

JOURNEY OF A CANDIDATE IN CONNECTION WITH INTERVIEW ETC. FOR APPOINTMENT IN THE UNIVERSITY

20. In the case of a candidate called for interview from outside, the University's contribution towards his travelling expenses would be restricted to a single New Second Class railway fare by the shortest route to the place of interview from the railway station nearest to the candidate's normal place of residence or from which he actually performs the railway journey, whichever is nearer to the place of interview, and back to the same station, or the amount of railway fare actually incurred, whichever is less. Exception may be made by the Vice-Chancellor in allowing first class fare, bothways, to candidates applying for posts carrying a pay scale, the minimum of which is Rs.1100 or above.

A candidate who resides at a place where there is no railway station may be paid, for the portion of road journey performed by him, road mileage at the rate of 10 paise per km. or the actual amount paid for the road journey, whichever is less.

JOURNEY OF A NEWLY APPOINTED PERSON TO JOIN HIS FIRST POST

21.(1) Travelling allowance, as on transfer, inside India may be granted to a person and the members of his family, if already holding a substantive appointment under a Government, University/Institute, Local Body or any other Government owned or sponsored Authority. If already employed in a temporary capacity or not employed, travelling allowance for self, and the members of his family, may be granted to a person by the Vice-Chancellor where the circumstances justify special treatment.

(2) A professor/Scholar working abroad may on his selection for appointment in the University be allowed :

- (i) Air passage by economy (tourist) class for self and the members of his family from the country where he is working to port of disembarkation in India and
- (ii) rail fare of the class (other than air conditioned first class) to which he shall be entitled after joining the post in the University or the class by which the journey is actually performed whichever is less, from the port of disembarkation to the place of duty.

Provided he undertakes to serve the University for a minimum period of three years from the date of joining in India. He shall execute a bond, and furnish the sureties of two persons for refunding the amount of travelling allowance paid to him, with interest thereon, if he resigns from service at any time within a period of three years from the date of joining duty in the University.

This facility may be extended by the Executive Council in special cases and for reasons to be recorded to Indian scholars abroad who are not actually employed at the time of their selection or at the time the offer is sent to them.

SECTION X

JOURNEYS ON TRANSFER

22. (a) (i) Members of the University staff and their family when travelling by rail on transfer, shall be entitled to the class of accommodation as follows -

First and Second Grade

First Class

Third Grade

- (i) Those in receipt of pay of Rs.425 and above but less than Rs.650 Ist Cl.
- (ii) Those in receipt of pay of less than Rs.425 New IInd Class.

Fourth Grade

New Second Class

(ii) While travelling by the Rajdhani Express, persons entitled travel by I class and their family may travel by air-conditioned chair-car. Other persons in Grade III and IV are not entitled to travel by the Rajdhani Express.

(iii) Persons in receipt of actual pay of Rs.2250 and above members of their family may travel by air in economy class.

NOTE : "Transfer" means, the movement of a person from the headquarters station at which he is employed to another station to which his former headquarters has been changed or where he is required to take up a post.

(b) For journeys on transfer in the interest of the University, the following lumpsum transfer grant shall be admissible to a member of the staff of the University -

Grade	Pay Range per month	Transfer Grant
FIRST	(i) Rs.2000 and above	Rs.500
	(ii) Rs.1000 and above but less than Rs.2000	Rs.400

<u>Grade</u>	<u>Pay range (per month)</u>	<u>Transfer grant</u>
SECOND	Rs.650 and above but less than Rs.1000	Rs.300
THIRD	Rs.330 and above but less than Rs.650	Rs.200
FOURTH	(i) Class III employees with pay less than Rs.330	Rs.150
	(ii) Class IV employees (Peon, Daftries etc.)	Rs.100

In addition the following travelling allowance is admissible :-

I - For journeys by rail, road by taking a single seat in a public conveyance or taxi or by air -

(i) Actual fare paid for himself for travel by rail but or other conveyance, or air but not exceeding the fare of the entitled class plus one daily allowance for himself for every completed day occupied on the journey from residence reckoned from midnight to midnight. For the period less than 24 hours on any day, the daily allowance will be admissible as follows :-

Upto 6 hours	30%
Exceeding 6 hours but not exceeding 12 hours	50%
Exceeding 12 hours	Full

(ii) One extra fare for each member of his family who accompanies him for whom full fare is actually paid and one half fare for each child for whom such fare is actually paid.

NOTE :1. The term "Family" used in Section X and XI means, wife or husband as the case may be, of the member of the staff residing with him and children, step children, sisters/minor brothers and parents residing with and wholly dependent upon him.

EXPLANATIONS :

- (i) Not more than one wife is included in the term "family" for the purpose of these regulations.
- (ii) An adopted child shall be considered to be a legitimate child, if, under the personal law of the employee, adoption is legally recognised as conferring on it the status of a natural child.
- (iii) The term "Children" includes major sons, married daughters and widowed daughters so long as they are residing with and wholly dependent upon the parent (member of the staff).
- (iv) Parents who normally reside with the member of the staff and whose total monthly income does not exceed the pay plus dearness pay (where applicable) - III of the member of the staff (subject to the maximum income of the parents being Rs.250 per month) shall be regarded as wholly dependent upon the member of the staff.

2. The term "Pay" for the purpose of this regulation means the pay actually drawn by a person while on duty immediately before transfer.

II - For journeys by road otherwise than those provided in clause I above -

- (i) Road mileage at the rate applicable under regulation 9.
- (ii) One additional mileage allowance at the rate applicable to him if two members of his family accompany him and at twice the rate if more than two members accompany him.

EXPLANATIONS 1. A member of the family of the person transferred, who follows him/her within six months from the date of his/her transfer or precedes him/her by not more than one month, may be treated as accompanying him/her. The same time limit will apply for

transfer of personal effects Children of the person transferred, who are studying in educational institutions and who are not actually residing with him/her at the time of his/her transfer to a new station but later come to spend the vacation with him/her at the new station may be treated as members of his/her family for the purpose of transfer travelling allowance and allowed the usual travelling allowance provided all other conditions for grant of travelling allowance are fulfilled.

2. If the family of the person transferred travels to a station other than the new station or to the new station from a station other than the old station, he shall be entitled to draw actual fare plus the road mileage, if any, limited to the travelling allowance admissible from the old station to the new station of transfer.

III - Carriage of personal effects

For carriage of personal effects, the actual cost of transporting the personal effects, upto a limit of the amount which would have been admissible had the maximum number of kilograms, as shown below been transported by goods train :

<u>Grade of the person transferred</u>	<u>Kilograms if not possessing a family</u>	<u>Kilograms if possessing a family</u>
I	2000	Full wagon
II	1000	3000
III	750	1500
IV	250	600

NOTE: 1. The cost of transportation of personal effects on transfer may be allowed, subject to the maximum quantity prescribed under this regulation, at the "Quick Transit Service" rates, if personal effects are actually transported by such services. A certificate to the effect that the personal effects were transported by "Quick Transit Service" and that they reached the destination within the specified period, should be recorded by the claimant on the travelling allowance bill.

2. Subject to the prescribed limit of weight, a person may draw the actual cost of transporting personal effects to his new station from a place other than his old station (e.g. from a place where they are purchased enroute or have been left on the occasion of a previous transfer) or from his old station to a place other than his new station, provided that the total amount drawn, including the cost of transporting these personal effects, shall not exceed that admissible had the prescribed maximum luggage been transported by goods train from the old to the new station direct.

3. For the transportation of his personal effects within the limits prescribed in this regulation, from the residence to railway station and from railway station to residence, a person transferred shall be paid the amount shown below but not exceeding the actual cost of transportation.

Grade I	Rs.50
Grade II	Rs.30
Grade III	Rs.15
Grade IV	Rs.10

IV Conveyance -

(i) Actual cost of transportation of his motor-car motor-cycle and bicycle by rail at owner's risk may be drawn at the following scale -

Grade of the person	Scale allowed
First	A motor-car or motor-cycle/ scooter or bicycle
Second	-do-
Third	Motor-cycle/scooter or bicycle
Fourth	One bicycle

NOTE : 1. In the case of a car, one third class railway fare by the shortest route between the stations from and to which the motor car is actually carried by rail

may be drawn in respect of a chauffeur or cleaner who actually travelled by rail on the Section for which transporting charges of the motor-car by rail are claimed.

2. When the person transferred transports his motor-car or motor-cycle by road under its own power, he may draw an allowance of 8 paise per kilometer in respect of motor car and 4 paise per kilometer in respect of motor-cycle of the road distance.

(a) A claim for reimbursement of travelling allowance on transfer shall be supported by money receipts showing actual weight and the amount for the transportation of personal effects separately by rail, road etc., and the amount paid for conveyance of a vehicle. For the travelling allowance claimed for the members of his family, the names, relationship and age of the said members must be indicated.

SECTION XI

JOURNEY ON RETIREMENT AND JOURNEY BY THE FAMILY OF A MEMBER OF THE STAFF IN CASE OF HIS DEATH

23 (a) The travelling allowance on retirement will be admissible on the following scale in respect of the journey of a member of the University staff and his family by the shortest route from the last station of his duty to his home town as declared by him for the purpose of leave travel concession or, filing a declaration, the place entered in his service book/record as his permanent home. If the person, on retirement, wishes to settle down not in his home town, but in another place, he may be permitted to avail of the concession up to the latter place. In that event, the amount reimburseable would be that which would have been admissible had he actually proceeded to home town or the amounts reimburseable had the latter place been the home town, whichever is less.

I. For journeys by rail or road by taking a single seat in a public conveyance or taxi -

- (i) Actual fare paid for himself for travel by rail bus or other conveyance, but not exceeding the fare of the entitled class on transfer to which he was entitled immediately before retirement.
- (ii) One extra fare for each member of his family who accompanies him and for whom full fare is actually paid and one half fare for each child for whom such fare is actually paid.

II. For journeys by road, otherwise than those provided in I above -

One road mileage for self, a second mileage if two members of his family accompany him; and a third mileage if more than two members accompany him.

The rate of the road mileage will be the rate applicable to him immediately before retirement.

NOTE : 1. A member of the family who follows him within six months or precedes him by not more than one month from the date he himself performs the journey will be treated as -

accompanying him. The claims of travelling allowance in respect of the family members will not, however, be payable until the head of the family actually moves.

2. No road mileage will be admissible for journeys between residence and the railway station or the bus terminal as the case may be, at either end.

III. Lumpsum transfer grant and daily allowance as admissible on transfer.

IV. Reimbursement of the cost of transportation of personal effects, on the scale and conditions applicable to him on transfer immediately before his retirement provided that they are transported one month anterior or six months posterior to the date of his move.

NOTE: Cost of transportation of motor car or other conveyance maintained before retirement is not reimburseable. Such a conveyance may, however, be treated as part of the personal effects.

(b) The above concession will also be admissible to a member of the University staff who is invalidated or retrenched from service without being given alternative employment provided that he has put in a total service of not less than 10 years under the University at the time of retrenchment/invalidment.

- Explanation :
1. In the case of a person whose domicile is elsewhere than India or who intends to reside permanently outside India after retirement, the concession will be admissible to the Railway Station nearest to the port of his embarkation. In the case of a person who travels by air the concession of travelling allowance by rail/road under this regulation will be admissible upto the port of emplanement for himself and members of his family and upto the port of despatch in India for his personal effects.
 2. The concession may be availed of at any time during leave preparatory to retirement or during refused leave or within 6 months of the date of retirement.

3. Where a person is re-employed in another Central University or under the Central Government while he is on leave preparatory to retirement or within 6 months of the date of retirement, the concession admissible under this regulation may be allowed to be availed of by him within 6 months of the expiry of the period of his re-employment.

4. In the case of a person who availed of leave travel concession during the year preceding the date of retirement or before commencement of leave preparatory to retirement, his case may be covered as under :-

(a) Travelling allowance admissible under this regulation will be reduced by the amount reimbursed to him on account of leave travel concession in respect of only the forward journey to hometown performed by himself or by the members of his family during the period of one year mentioned above.

Also in the case of a person who availed of leave travel concession for one way journey preparatory to retirement, the amount of leave travel concession, if any, reimbursed to him shall be deducted from the amount of travelling allowance admissible under this regulation.

(b) The controlling officers may at their discretion waive the condition of recovery in deserving cases of invalidment from the service. The recovery may not be made in respect of leave travel concession availed of by the member of the staff himself during the period of one year stated above, if owing to the exigencies of the University service, he was not enabled to avail of the concession on the last occasion preceding the said period.

5. The travelling allowance claims admissible under this regulation will be drawn on travelling allowance bill forms like transfer travelling allowance claims. The claims of the persons who were their own controlling officers before retirement will however, be countersigned by the Vice-Chancellor.

(c) The provisions of this regulation will not apply to persons who -

- (a) are not in whole time employment of the University or are engaged on contract ;
- (b) are paid from contingencies or are daily wage staff ;
- (c) work-charged establishment; and
- (d) retired persons who have been re-employed.

The concession will also not be admissible to those who quit the service on resignation, or who may be dismissed or removed from service or compulsorily retired as a measure of punishment.

24. (1) The family of a member of the staff who dies while in service shall be paid travelling allowance and cost of transportation of personal effects from the place where they are stationed to any place in India in accordance with the provisions of regulation 23 subject to the condition that the journey shall be completed within six months of the death of the person.

(2) The amount admissible under (1) above may be drawn by the Head of the School/Department/Centre under whom the deceased last served and will be paid in the order of preference given below :-

- (i) to the surviving widow or the eldest among the surviving widows if the deceased was a male person or to the husband if the deceased was a female.
- (ii) to the eldest surviving (dependent) child provided that he/she has attained the age of majority.
- (iii) to any person who is in the opinion of the Head of the School/Department/Centre, fit to receive the payment on behalf of the minor(s)

subject to the execution of a bond by such person duly signed by two sureties agreeing to indemnify the University against any subsequent claim provided that the bond may be dispensed with when the payment is made to a legal guardian. The sureties should be permanent members of the staff whose status should be comparable or higher than that of the deceased. The bond when executed should be accepted by the Head of the School etc. for and on behalf of the University.

- (3) The concession will not be admissible to -
- (a) retired persons who have been re-employed;
 - (b) temporary staff who have not rendered three years continuous service;
 - (c) persons who are not in whole time employment of the University;
 - (d) persons paid out of contingencies or are daily wages staff;
 - (e) persons who die while on leave preparatory to retirement; and
 - (f) work-charged establishment.

PART - III

TRAVELLING ALLOWANCE FOR EXAMINERS AND MODERATORS
AND PERSONS INVITED TO ATTEND SEMINARS OR TO DELIVER
EXTENSION AND OTHER LECTURES FOR WHICH HONORARIUM IS P.

25. (1) Outside examiners and moderators, and persons who are invited to attend seminars or deliver lectures in various schools, shall be paid travelling allowance at the same rate and conditions as indicated in regulation 4. Permission for travel by air conditioned first class or by air may be granted by the Vice-Chancellor in the interest of the University.

(2) The halting allowance admissible to persons mention in sub-clause (1) above, will also be regulated in accordance with the provisions of regulation 4. The rate of halting allowance in their case will be the maximum amount admissible to a Grade I member of the staff of the University. In addition actual conveyance expense for journeys at the outstation in connection with the University work shall be paid. Such persons may also be provided with free board and lodging from the afternoon of the day immediately preceding the day of examination, seminar etc. to the forenoon of the day immediately following the day on which their work is concluded. In that event they will be entitled to 1/4th of the halting allowance admissible for the period of their stay.

Note - The Vice-Chancellor may increase the rate of halting allowance in a particular case, if he is satisfied that the prescribed halting allowance is adequate.

(3) In the case of practical examinations etc. when the Examiner is required to be present a day earlier to the date of examination or a day after the date of examination, halting allowance will also be admissible for such days.

(4) Persons required to deliver two or more lectures or attend two or more meetings with an interval of not exceeding three days between each lecture/meeting will be entitled to draw halting allowance at the same rate for such intervening days also.

(5) Persons entitled to travelling and halting allowance under this regulation may be paid such allowances on the conclusion of the University work and before the completion of the return journey.

(6) Persons residing at the place where the examination Seminar etc., are held, will not be entitled to travelling/ halting allowance indicated above. They will be allowed only the actual cost of conveyance hire. If a person uses a full taxi or his own car he will be paid conveyance allowance at the rate of 60 paise for every kilometer subject to a maximum of one daily allowance.

If, however, the person uses a Scooter/Motor-cycle he will be paid conveyance allowance at the rate of 20 paise per kilometer subject to a maximum of one daily allowance.

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PART - IV

TRAVELLING ALLOWANCE TO STUDENTS PROCEEDING ON
APPROVED FIELD WORK ETC:::

.....

26. (i) Students proceeding on approved field work will be paid single II class railway fare each way in the case of pre-doctorate students and above and III class in other cases. For the journey by road they will get 10 paise per km. from the place of residence/halt to the railway station or bus stand and public bus fare (luxury bus fare not permissible) for the remaining journey. Halting allowance admissible is Rs.6, 5 and 4 respectively in cities/towns classified as 'A' 'b' and 'C' in the note below regulation 12(ii). The daily allowance in the case of pre-doctorate students and above will, however, be Rs.6/- per day at all the places.

The amount of halting allowance admissible will be calculated in the manner indicated in regulation 12(v).

(ii) Students proceeding on approved field work in foreign countries shall be entitled to reimbursement of actual travelling allowance not exceeding the economy class air fare both ways. The amount of incidental expenses for the journey and the maintenance allowance in the foreign country shall be at the rates to be decided by the Vice-Chancellor in each case.

Note : Students travelling in connection with the sport meets may be paid travelling allowance out of Games Fund at the rates prescribed by the Vice-Chancellor taking into account the rates, if any prescribed by the Inter-University Sports Board.

PART V

MISCELLANEOUS

FORM OF TRAVELLING ALLOWANCE BILL

27. (1) The travelling allowance bills or claiming travelling allowance will be submitted in the form prescribed by the University.

(2) All travelling allowance bills will be accompanied by prescribed certificates printed on the form of the bill and shall be carefully scrutinised and corrected where necessary by the claimant before putting his signature below them. Certificates which are not applicable shall be scored out.

ADVANCE OF TRAVELLING ALLOWANCE ON TOUR OR TRANSFER

28. (1) The authority competent to permit a member of the University staff to proceed on tour or order his transfer, may sanction an advance to cover his travelling expenses. In case of tours the advance should cover the expenses for a period not exceeding thirty days.

(2) A second advance is not permissible, except for a journey may not take payment of travelling allowance in respect of that journey while the advance or any portion of it still remains unadjusted.

(3) A person who has taken an advance for a journey may not take payment of travelling allowance in respect of that journey while the advance or any portion of it still remains unadjusted.

(4) The travelling allowance bills for the journey in respect of which an advance has been taken, should be submitted by the person concerned within a fortnight of the completion of the tour within one month of completion of the journey in the case of transfer. Balance out of the advance, if any, should be refunded immediately.

BILLS ONCE DRAWN ARE FINAL

29 (1) Unless permitted by the Vice-Chancellor, the right of a person to travelling and halting allowance is forfeited or deemed to have been relinquished if the claim is not preferred within six months from the date on which they became due.

(2) Travelling and halting allowance once drawn and admitted shall not be revised in consequence of revision of these regulations or increase in pay resultant in promotion grant of advance increments with retrospective effect except for late authorisation/drawal of increments.

30. (a) (1) Except in the case of members of the Authorities of the University or Committees/Sub-Committees and other distinguished persons covered by the provisions of Part I of the regulations, no bill for travelling allowance shall be paid unless it is signed or countersigned by the Controlling Officer as specified below.

(2) The Vice-Chancellor, Heads of Administrative Departments/Schools, Departments of Studies and Centres will be their own controlling officers and will themselves countersign their travelling allowance bills, provided the journey in the case of Heads of Administrative Departments, School, Departments of Studies and Centres has been authorised by the Vice-Chancellor.

(3) In other cases the Controlling Officer will be as under :-

Particulars of the staff and others :	Controlling Officer
---------------------------------------	---------------------

- | | |
|---|---|
| (i) Persons in an Administrative Department, A School, Department of Study or Centre. | Head of the School Department of Centre |
| (ii) Examiners and Moderators | Persons performing the duties of Controller of Examinations |
| (iii) Persons invited to give lectures | Head of the School Department or Centre |
| (iv) Students going on field work | Head of the Department or Centre |

(b) DUTIES AND POWERS OF CONTROLLING OFFICER

- (i) It is the duty of a Controlling Officer before signing or countersigning a travelling allowance bill -
- (a) to see that the amount claimed for any journey or halt is within the admissible limit and that the halt has not been unnecessarily or unduly protracted ;
- (b) to scrutinise the distance entered in the travelling allowance bills ;

- (c) to satisfy himself that travelling allowance for journey by rail has been claimed at the rate applicable to the class of accommodation actually used, concessional return tickets for the journeys charged for in the bill were purchased wherever or whenever possible and that journeys were performed by the shortest route ;
 - (d) In the case of transfer and retirement travelling allowance claim, to satisfy himself that the claimant and members of his family actually performed the journey for which travelling allowance is claimed and transported his personal effects e.g. by requiring the production of original railway vouchers relating to transportation of personal effects.
 - (e) to observe any other instructions which the Executive Council or the Vice-Chancellor may give for his guidance.
- (2) He may disallow any claim which, in his opinion does not fulfill the above conditions.

INTERPRETATION

31. If any doubt arises regarding the interpretation of any provision of these regulations or a case is not covered under these regulations, the matter shall be decided by the Vice-Chancellor after considering the corresponding provisions in the regulations of other Central Universities. Where on points the travelling allowance regulations of other Central Universities are silent, the rules as applicable in the Government of India would be the guidelines.

APPENDIX 'A'

Grade	Pay Range	Class C Cities	Class B Cities	Class A Cities
		Ordinary localities	Delhi, Simla Madras, the entire territory of the Laccadive, Minicoy and Amindivi Islands and the whole of Jammu & Kashmir	Bombay, Calcutta, Darjeeling Dist. (except Siliguri sub-division) and Darjeeling town NEFA areas beyond Inner Line/ Naga Hills Tuensang area beyond the Inner Line/Spiti and Lahaul areas of Punjab Chini Tehsil Paragans of Dassau Anthe-rabis and Panadarbis of Rampur Tehsil/Dodra Kavar of Rehru Tehsil in the Dist. of Mahasu Pangi sub Tehsil of Chamba Dist.
1	2	3	4	5
First Grade	Rs. 2150 and above	21.00	23.00	28.00
	Rs. 1650 and above but less than Rs. 2150	18.50	22.50	27.00
	Rs. 1100 and above but less than Rs. 1650	16.25	21.00	26.00
	Rs. 1000 and above but less than Rs. 1100	14.00	19.50	24.50
Second Grade	900 and above but less than Rs. 1000	14.00	19.50	24.50

1	2	3	4	5
Second Grade	Rs. 650 and above but less than Rs. 900	Rs. 12.00	Rs. 16.00	Rs. 20.00
Third Grade	Rs. 390 and above but less than Rs. 650	12.00	16.00	20.00
	Rs. 360 and above but less than Rs. 390	11.25	15.00	20.00
	Rs. 330 and above but less than Rs. 360	9.75	15.00	19.50
Fourth Grade	Class III Staff in receipt of pay of Rs. 300/- and above but less than Rs. 330	7.50	10.00	15.00
	Class IV Staff	4.50	6.00	7.50

APPENDIX 'B'

When the Government servant stays in a Hotel or other establishments providing board and/or lodging at Scheduled Tariffs.

Grade	<u>Class C Cities</u> Ordinary Localities	<u>Class B Cities</u> Delhi, Simla, Madras the entire terri- tory of the Laccadive, Minicoy and Adminidivi Islands and the whole of Jammu and Kashmir	<u>Class A Cities</u> Bombay/Calcutta/ Darjeeling Distt. (except Siliguri sub-Division)and Darjeeling town NEFA areas beyond Inner Line/ Naga Hills Tuensange area beyond the Inner Line/Spiti and Lahaul areas of Punjab Chini Tehsi-Pargannas of Dassu Anthara- bis of Rampur Tehsil Dodra Kavar of Rohru Tehsil in the District of Mahasu, Pangi Sub- Tehsil of Chamba District.	
	1	2	3	4
		Rs.	Rs.	Rs.
First Grade		35.00	40.00	50.00
Second Grade		25.00	30.00	35.00
Third Grade		15.00	20.00	25.00
Fourth Grade				
Class III Staff		12.00	16.00	20.00
Class IV Staff		6.00	8.00	10.00

Wherever the claim is preferred with reference to the rates at 'B' above, it should be accompanied by a certificate in the following terms and vouchers in support of the stay in the hotel/establishments should be annexed to the T.A. claims :

"Certified that I stayed from _____ (date)
to _____ (date) Name of Hotel/
Establishment)
at _____ (Name of place) which provides board/lodging at
Scheduled Tariffs".

NORTH EASTERN HILL UNIVERSITY
Shillong 793 001

No.E.30/936/77-78/625

22nd July, 1977.

NOTES FOR THE EXECUTIVE COUNCIL:

Sub :- Setting up of University Colleges at Kohima and Aizawl under the direct management of the NEHU and starting of M.A. Course in Education at KOHIMA.

The NEHU set up an Expert Committee in 1976 to explore the possibilities of starting new courses of studies in Nagaland and Mizoram. The Committee submitted its report which is given as Annexure - I. In pursuance of the recommendations of the Committee, discussions were held at the Chamber of the Vice-Chancellor between the Development Commissioner of the Nagaland and the Officers of the North-Eastern Hill University on 27th May, 1977. The minutes of that meeting are given as Annexure II. On receipt of the above minutes by the Government of Nagaland the Adviser to the Governor of Nagaland had discussions with the concerned Senior Officers of Nagaland on the question of setting up the University College at Kohima. The minutes of their meeting sent to this office are given in Annexure III. This University has now informed the Government of Nagaland that the proposals contained in the minutes of the meeting convened by the Adviser of Nagaland will be placed before the Executive Council for its consideration. Accordingly the Executive Council may be pleased to consider and decide the issues involved.

It may also be added that the Vice-Chancellor has addressed a letter to the Government of Mizoram on the subject. The letter and the reply received are appended. (Vide Annexure IV).

Sd/- C.C.David
Officer on Special Duty
(Affiliations & Examinations)

For Annexures I to IV please see Appendix III.

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APPENDIX-I

NORTH-EASTERN HILL UNIVERSITY SHILLONG-793001.

Shillong
10th December, 1976.

CONFIDENTIAL

Notes on the discussions of the North-Eastern Hill University Expert Committee with the authorities of the Government of Nagaland at Kohima at 9 p.m. on Monday, 29th November, 1976, and at 10 a.m. on Tuesday, 30th November, 1976.

The members of the Committee reached Kohima at about 5 p.m. on Monday, the 29th November, 1976, and were accommodated in the V.I.P. Guest House. The Adviser, Shri M. Ramunni, requested the members to meet him at his residence at 9 p.m. on the same day for discussions, as he had to leave Kohima at 7 a.m. on the next morning. Accordingly the members of the Committee were taken by the Officer on Special Duty, Shri Moasosang, to the Adviser's residence at 9 p.m. where the Development Commissioner and the Education Secretary were also present. The Adviser began by saying that according to the provisions of the North-Eastern Hill University Act there ought to be a Campus of the North-Eastern Hill University in Nagaland also, and it was on that definite understanding the Government of Nagaland had agreed to join the North-Eastern Hill University. But no step had so far been taken for developing a Campus in Nagaland ~~and~~ except appointing an Officer on Special Duty at Kohima. He added that land to the extent of one thousand acres has already been acquired by the Government of Nagaland for setting up the North-Eastern Hill University Campus and that land shall be given possession of at the earliest. He, therefore, requested that immediate steps may be taken for the following.

1. Establishment of a University College at Kohima by taking over the Science College with which the present Arts College also may be integrated.
2. Opening of the M. A. Course in Education in the Nagaland College of Education under the auspices of the North-Eastern Hill University.
3. Starting of the Post-Graduate Course in Geology in the Science College as soon as that College is taken over by the University.

4. Nominate a representative of the North-Eastern Hill University to the Committee which has already been set up by the Government of Nagaland for prescribing norms for the starting of new Colleges.
5. To appoint an Inspector of Colleges who will frequently inspect the affiliated Colleges in Nagaland in respect of academic and administrative matters. At present proper standards are not being maintained for want of frequent inspection which the Colleges were having while under Gauhati University. It was suggested that the Inspector of Colleges should conduct inspection not only in respect of academic matters but also in respect of administrative matters of the Colleges.
6. Arrangements must be made for the teachers of affiliated Colleges to undergo short-term Refresher Courses at the Post-Graduate Departments of the North-Eastern Hill University at Shillong.
7. The Professors, Readers and Senior Lecturers from the various Post-Graduate Departments at Shillong should frequently visit the affiliated Colleges and deliver a few lectures in their respective subjects.
8. The Adviser and the Development Commissioner deplored the complete absence of any activity of the Continuing Education Department in Nagaland, although the former Director of the Department of Continuing Education had once visited Kohima and promised to undertake many programmes of its activities in Nagaland. Hence they requested that the Department of Continuing Education may be directed to bestow more attention on Nagaland while planning its activities.
9. The Adviser also suggested the setting up of a Study Centre at Kohima under the auspices of the North-Eastern Hill University at the earliest where good library and reading room facilities will be provided.

The discussions in the Adviser's residence came to an end at 10 p.m.

The members of the Expert Committee had later discussions at the Second Adviser's Chamber at 10 a.m. on Tuesday, 30th November, 1976.

The Second Adviser, the Education Secretary, the Development Commissioner, the Education Director, P.W.D. Secretary, Health Secretary, the Chief Engineer, the Director of Health Services and the Officer on Special Duty Shri Moasosang were present on the occasion. The Officer on Special Duty (Affiliations & Examinations), Shri C.C. David, introduced the members of the Expert Committee to those present; and then the discussions began. Dr. Udgao. kar briefly summed up the discussions which the members of the Committee had with the First Adviser on the previous night; and he tried to ascertain from them what their concept of a University College was. The Committee members were made to understand that what the Government of Nagaland wanted was the North-Eastern Hill University to take over the Science College, Kohima, with which the present Arts College also may be integrated, and that integrated Arts and Science College may be fully financed and managed by the North-Eastern Hill University. During the course of discussions it was also told that the land that had been acquired by the Government of Nagaland will be ready for handing over possession very soon; and steps must be taken by the North-Eastern Hill University to set up Post-Graduate Departments at the earliest in the Campus to be developed there. In the meanwhile, the Second Adviser suggested that both Arts and Science Colleges may be shifted to the present Government High School building adjoining the Nagaland College of Education; and till the buildings come up on the new Campus Site the Government High School Building and the Nagaland College of Education can be formed into the nucleus of the Kohima Campus where M.A. in Education and M.Sc. in Geology may be started with effect from 1977-78 itself, if possible. They are very particular of having the Post-Graduate Course in Geology, since, according to the report of the Geological Survey of India, there are immense mineral resources in Nagaland, for the proper exploitation of which many Geologists are required.

At this meeting also they repeated their request for appointing an Inspector of Colleges and nominating a representative to their Committee for prescribing norms for the starting of new Colleges in Nagaland.

The discussion came to an end at 11.30 a.m. when the members of the Committee were taken to the Science College, Kohima, where they were received by the Principal and the staff. The members were taken round the College. The Library, the Labs and the Lecture Halls were shown to them. After that, they had a meeting with the members of the staff. After a short welcome speech by the Principal, the discussions began. Dr. Ugaonkar tried to ascertain the causes for the very low enrolment of students in the Degree Classes. At present there are only 37 students in both Degree Classes together, in spite of the fact that there are facilities available for enrolling at least 150 students. The Principal then explained the reasons for the low enrolment, the most important of which, according to him, was the absence of Honours Courses in the various subjects. At present they have Honours Courses in three subjects and he pointed out that in those three Departments the enrolment has improved after the starting of the Honours Course. The Committee members then tried to ascertain the views of the members of the staff as regards the taking over of the Science College by the North-Eastern Hill University. Most of them, except one or two who have already submitted their theses for Ph.D., seemed to be highly apprehensive of this measure. They fear that when the College is taken over by the North-Eastern Hill University there will be screening of the staff and most of them may not be selected. Although the Principal felt that there will be improvement in the academic standards, the existing teachers may not find themselves selected to the staff of the University College. Hence the members of the staff felt that it would not be in their interest to convert the Science College into a University College. The members of the Committee were entertained at a tea party, after which they proceeded to the Arts College, accompanied by the Education Secretary and the Officer on Special Duty, NEHU CAMPUS, Kohima. The Arts College was found closed as they were having Selection Examinations during those days.

The members of the Committee were then taken to the Chamber of the Speaker of the Nagaland Legislative Assembly for discussions with the leaders of the Public and of the students. Mr. Lotha, M.P., Secretary of the local Youth Congress, the Finance Minister in the former U.D.F. Ministry and the Editor of the Weekly called Platform were present

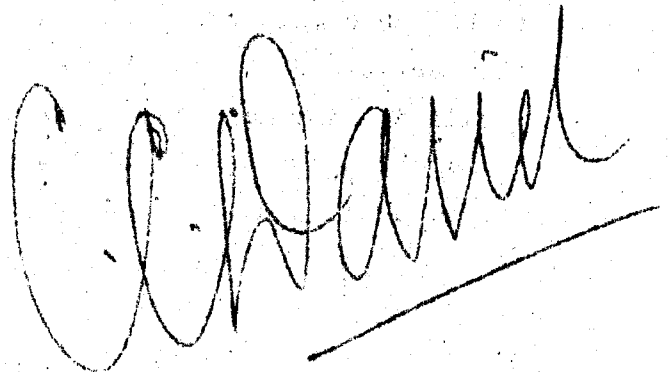
on the occasion. The Speaker, Mr. Kreditsu opened the discussions by saying that the people of Nagaland were getting impatient over the delay in setting up a Campus of the North-Eastern Hill University at Kohima. He said that an impression had been created that the North-Eastern Hill University was trying to concentrate all its Post-Graduate Departments at Shillong without doing anything at Kohima. About 1500 (one thousand and five hundred) Naga students are studying outside Nagaland spending about Rs. 10 lakhs every year. Unless Post-Graduate Departments are started at Kohima, there will not be any progress in the field of Higher Education in Nagaland. He too re-iterated the demands made at the discussions with the First and Second Advisers, i.e., (1) Take over the Science College, Kohima, and develop it as a University College, (2) Start Post-Graduate Courses in Education and Geology at the earliest. He felt that Nagaland is not getting its due share from the North-Eastern Hill University. He wanted the current political developments in Nagaland to be taken into consideration and to take effective measures under the auspices of the North-Eastern Hill University by expanding facilities for Higher Education to arrest the growing discontent among the youth of the State. He also complained that there was discrimination against the Naga students in the matter of providing accommodation in Hostels at Shillong. Another complaint which he raised was that the Nagas were not having enough representation on the teaching and the executive staff of the North-Eastern Hill University.

The Ex-Finance Minister suggested that urgent vigorous efforts must be made to improve the teaching of Science subjects in the lower Classes of Schools, and he was of opinion that it could be achieved only if sufficient number of Naga Science Teachers were available. According to him, sufficient number of Naga Science Teachers can be had only if Post-Graduate Courses in Science were started in Nagaland itself.

The Youth Congress leader complained that very many fake Degree Certificates were being sold in Nagaland and measures must be taken to check this clandestine sale of fake Certificates.

But he was told that it was for the Government to take measures to suppress this clandestine trade. He, however, said that the fake Certificates available were not those of the North-Eastern Hill University.

The Officer on Special Duty, Mr. Moasosang, specially pleaded that the peculiar conditions in Nagaland must be identified and recognised and a different yardstick must be adopted while deciding the question of undertaking developmental activities in the field of Higher Education in Nagaland. He, like others present, considered that the North-Eastern Hill University had a special responsibility to accelerate its activities in Nagaland considering its present political, social, educational and other conditions. The discussions came to an end at 4.30 p.m.

A large, stylized handwritten signature in black ink, appearing to read 'C.C. David', is written over a horizontal line.

C.C. DAVID
Officer on Special Duty
(Affiliations & Examinations)

CCD:LHL.

Minutes of the discussions between the Development
Commissioner, Govt. of Nagaland and the Vice-Chancellor,
NEHU

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A meeting was held on Friday, the 27th May, 1977
at 10 a.m. in the office chamber of the Vice-Chancellor,
NEHU.

MEMBERS PRESENT

1. Dr. Chandran D.S. Devanesen
Vice-Chancellor, NEHU
2. Shri Sashimeren Aier
Development Commissioner
Government of Nagaland
3. Prof. J.K. Shukla
Adviser (Education), NEHU, Aizawl
4. Dr. K.J. Joseph
Reader in Education, NEHU
5. Shri C.C. David
Officer on Special Duty (A & E), NEHU
6. Shri T.K. Tochhawng
Officer on Special Duty (Admn.), NEHU
7. Shri R. Kharlukhi
Officer on Special Duty (Finance), NEHU
8. Shri P. Moasosang
Officer on Special Duty, NEHU
Nagaland Campus, Kohima

Two notes had been prepared for the meeting with
the Development Commissioner: (1) A Note based on the
UGC Visiting Committee's Report which in turn was also
based on the Expert Committee's Report, and accepted
in principle by the Commission (Appendix I and (2) a
Note prepared by Dr. K.J. Joseph on starting a post-
graduate course in Education in Kohima (Appendix II).

UGC's Recommendations

- (1) The starting of a University College:

The Vice-Chancellor pointed out that the
Nagaland Government should now clearly indicate whether
they want the setting up of a University College in
Kohima under the direct control of the University as a
pace-setting institution up to the honours level in the
first instance. In the discussions it was suggested

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that the Science College, Kohima, should form the nucleus for such a development and the Kohima Arts College should be amalgamated with it so that there would be both arts and science located at one campus. The Development Commissioner thought it was a feasible idea.

It was decided that Shri P. Moasosang, OSD NEHU Campus, Kohima, be authorised to enter into a discussion with the Department of Education, Government of Nagaland, so that thinking and planning may begin immediately and the University may be informed of the views of the Nagaland Government. When a preliminary plan has been drawn up, then the matter could be referred to the Ministry and the UGC for further expert advice.

(2) Study Centre:

The Vice-Chancellor pointed that this matter had been referred quite some time back to the Department of Education, Nagaland, but no concrete proposal had yet been received. Setting up of the Study Centre depended largely on the availability of a building in a central location. The Vice-Chancellor pointed out he had been constantly asking for a good building in the town itself from where the University could develop its activities. The present office of the University was located in a high school building some distance away from the town and therefore it limits what the OSD could do by way of interaction with the students and the community.

The Development Commissioner promised that he would certainly look into the matter and do his best to make a suitable building (like the Administrative staff Training College building for example) available to the University so that the University office, the study centre, non-formal educational programmes etc., can be located in it.

(3) College Development Council:

The Vice-Chancellor pointed out that the idea of setting up a college development council at the University was with a view to advising the affiliated colleges on the improvement of their academic programmes and matters connected with it. Till the Council is set up and permanent arrangements are made for the inspection of colleges, the Vice-Chancellor added, the Officer on Special Duty, NEHU Campus, Kohima, has been authorised by the University in consultation with the Govt. of Nagaland to conduct periodic inspection of the affiliated colleges in Nagaland. Accordingly, Shri P. Moasosang has already inspected the Fazl Ali College, Mokokchung and Tuensang College, Tuensang, and submitted comprehensive inspection reports to the University as well as to the Govt. of Nagaland.

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Necessary follow-up action will be taken by NEHU on these reports, Shri P. Moasosang will be inspecting the other colleges in Nagaland shortly.

4. Accommodation for NEHU teachers visiting Nagaland:

Regarding provision of accommodation for NEHU teachers visiting Nagaland for delivering extension lectures in colleges, the Development Commissioner agreed to find out suitable accommodation or, in the alternative, to submit a plan and estimate to the University to put up a building for the purpose.

Post-Graduate Course in Education

The question of starting an M.A. course in Education at Kohima was taken up for a discussion. The course is to consist of four semesters. The subjects to be taught in the first two semesters are, to a great extent, identical with those of the B.Ed. course. That is the reason for starting the course in the Nagaland College of Education. Since the B.Ed. course during the current year has already been started, it was decided that the M.A. course in Education could be started in March, 1978 when the next session of the B.Ed. course starts. In the meanwhile, necessary syllabuses and ordinances will be drawn up by the Department of Education, NEHU. It was agreed that the University will post one of the two "floating" Readers in Education already sanctioned by the UGC to Kohima for assisting the M.A. course. The Development Commissioner agreed to make available suitable residential accommodation for the Reader and also to provide hostel facilities for 20 students who may be admitted in to the course.

The Development Commissioner wanted to know the progress made in respect of the establishment of an Agricultural College in Nagaland announced by the Chancellor, NEHU, at the First Convocation of the University. The Vice-Chancellor explained that a high-level discussion had taken place in Delhi among the representatives of the Finance Ministry, Planning Commission, the ICAR and the UGC regarding the question of financing the proposed scheme. The final decision in the matter was still awaited. The Vice-Chancellor was informed by Dr. Gautam that the ICAR had organised a consortium of teachers of Agricultural Science and Technology for staffing the proposed agricultural college. He added that he would pursue the matter further the next time he is in Delhi in June.

The meeting terminated at 11.30 a.m., with an assurance from the Vice-Chancellor that everything possible would be done to expedite matters relating to the points discussed.

NORTH-EASTERN HILL UNIVERSITY
SHILLONG - 793001

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Note on the recommendations of the UGC Visiting
Committee for Nagaland.

The visiting Committee of the University grants Commission which studied the development needs of the University during the Fifth Plan period, made its recommendations taking also into consideration the report of the Expert Committee appointed by the University. It may be recalled that the Expert Committee visited both Nagaland and Mizoram in November, 1976 whereas the UGC committee visited NEHU in December, 1976.

The UGC has now informed the University that the recommendations made by Visiting Committee have generally been accepted.

The UGC Committee in its recommendations stated that:

- 1) Steps should be taken to strengthen under-graduate education in Nagaland and, at a later stage, to locate University's Post-Graduate courses in specialised subjects. With this in view the University should set up a University College, to be built around the Kohima Science College as nucleus as a pace-setting institution offering arts and science courses at the pass and honours levels and maintain high standards. This college should also be able to function as an autonomous college with freedom to experiment with new types of courses, syllabi, methods of teaching and techniques of evaluation within the general frame work and academic guidance of the University.

A provision of approximately Rs.25/ lakhs has been recommended for the purpose.

- 2) A study centre to be established at Kohima with multiple copies of text-books. A provision of Rs.30,000/- non-recurring and Rs. 30,000/- recurring for the remaining period of the Fifth Plan has been recommended.
- 3) The University Should set up a college Department Council with a view to advising the affiliated colleges on the improvement of academic programmes and facilities, development of colleges and to arrange for periodic inspections, feeding of information etc.
- 4) Keeping in view the need for regular interaction between the University and colleges teachers the committee recommended provision of accommodation for teachers. The recommendation is that accommodation facilities should be created for at least six University teachers at Kohima.

A NOTE

ON STARTING POST-GRADUATE PROGRAMME IN EDUCATION IN KOHIMA

Dr K.J. Joseph, Head of the Department
of Educational Research Studies.

The question of organising post-graduate programme in Education in Kohima is considered in this note in the background of the demand for the programme, the nature of the subject, the needs of the State, the commitment of the University and the infrastructure available in Kohima.

1. Demand for the Course:

In order to plan and establish the programme on sound of lines, it is necessary that an estimate of the existing and future demand for admission to the programme is made. This may be done using two different methods (i) estimate based on the outturn of B.A. honours degree holders and (ii) estimate on the basis of actual indication of needs.

1.1 Estimate on the basis of outturn of B.A. honours degree holders.

Admission to M.A. Education being from among B.A. (honours) Education degree holders, the outturn of them from the colleges under NEHU in Meghalaya, Mizoram and Nagaland should give an indication of the probable size of demand. The Table below gives outturn of B.A. honours degree holders from different colleges under the NEHU from its inception.

Outturn of B.A. (Hons) Education from different colleges under N.E.H.U.

Year	Meghalaya				Nagaland
	Shillong College	Lady Keane College	St. Mary's College	Sankardev College	Fazl Ali College
1973-74	2(2)*	3(6)	7(8)		
1974-75	1(1)	3(3)	6(6)	2(3)	1(1)
1975-76	0(3)	1(1)	7(7)	0(1)	0(1)
	3	7	20	2	1

* Number appearing is given in brackets.

This table shows that the University produced only 33 candidates eligible for admission to M.A. The (Education) Programme during the last three academic years. The share of Nagaland in this is only one. However, it is possible that some of the eligible candidates may have joined other master degree programmes like English, History, Political Science, Sociology etc. and it is also probable that some of the students' from the university region may have qualified themselves from Colleges under the Gauhati University.

It may be also relevant to consider the outturn of B.A. Education degree holders during this period from two colleges in Nagaland. From statistics available in the University office it is seen that during the years 1973-74, 1974-75 and 1975-76 19 persons took B.A. Education (pass class)

(Fazl Ali College 38 and Kohima College 11).

1.2 Estimating demand on the basis of actual indication of needs:

The figures given earlier does not give a very reassuring picture about existing and future demand for the course. However, a surer way of finding out the actual demand now will be to publicise that the University is examining the possibility of starting post-graduate courses in Education in Kohima and to invite those who desire admission to register their names with necessary other particulars in the University. This may perhaps be taken up immediately so that a clear indication of the existing demand is available for planning purposes.

2. Type of Courses to be organised:

2.1 The common programme of post-graduate study in Education organised in most of the Universities in this country is the one year M.Ed. programme, which seeks to give an advanced level of professional competence in teaching or some other specialised work in the Education field. However, a few Universities in India, particularly in the North-Eastern region, offer the M.A. Education programme, which is supposed to provide for the study of Education as a discipline.

2.2 A very important consideration in deciding the type of course to be offered in Kohima is the felt needs in Education in Nagaland. It has a huge backlog of untrained teachers at all levels to be cleared. The development of specialised educational services is necessary for the improvement of quality of education. The qualifications and competence of existing teachers needs very great improvement. An emerging needs is the preparation of teachers for the higher secondary stage. Any investment in Education in Nagaland should take into account these basic needs of the State. So the post-graduate courses to be offered in the State should provide further education to Education graduates and also take into account the educational needs of the State.

2.3 Yet another consideration in deciding the type of the course is, the nature of the existing and future demand for the course. The existing demand stems from the type of education course offered at the B.A. level. With the vocationalisation of part of secondary education and the planned restructuring of the first degree courses, (the UGC has already issued guidelines for the restructuring of courses at the first degree level) to make them more relevant to the environment and also to the needs and requirements of the region and with the new emphasis on offering courses which would help a student to apply his theoretical knowledge to the problems of the region through actual work experience, it is certain that the B.A. courses themselves will become more practically oriented. This would imply that in Education courses the study of Education will have to be related to the actual work of educating.

So the study of Education as a pure discipline at B.A. level as at present is not going to continue for long. In this context it may be mentioned that the UGC is sponsoring, in June 1977, a Workshop involving all the education teacher in colleges under the NEHU for the revision of undergraduate courses in education. Hence the need for an M.A. Education course, providing for the study of Education purely as a discipline should also disappear with the revision of B.A. Education Course.

2.4 In this context, it may also be mentioned that serious doubt exists about the utility and feasibility of studying Education as a discipline at post-graduate level. The discipline of Education should correspond to the science of modification of human behaviour. A study of this at the present level of development of contributing disciplines and their integration will be an intellectual task up to the ability of only the most talented students. What is being offered now as a study of the discipline of Education is only some courses in areas like History of Education, Psychology of Education, Sociology of Education, Problems in Education etc. One serious deficiency the programme is that it has no clear purpose in terms of the competences to be developed in the students and does not claim to prepare them for any specific role in the system of education or the world of work.

2.5 The question whether a meaningful and useful study of education as a discipline could be organised at post-graduate level has received consideration by expert bodies like the UGC Panel on Teacher Education. The Panel, after a thorough consideration of the intellectual task involved recommended that such courses should be offered by good post-graduate degree holders only. That a person can be given 'liberal education' through the study of 'Education' in the form and in the manner in which it is done today is a question which raises very serious doubts and issues. The situation now is that the few Universities which offer M.A. Education course are finding it difficult to justify its purpose and functions. One at least, (Kurukshetra) has now decided to wind it up. The fact that a very large number of students in State like Nagaland offer 'Education' at pre-University level and a good number at first degree level has to be taken more as an indicator of the comparative lightness of the course than as a sign of genuine interest in the study of Education as a discipline.

3 Structure of the Course.

The structures of the course should be based on considerations like the nature of the demand for the course, objectives of the course, the content of the course, the methodology of instruction and the nature of resources available and constrains present.

3.1 Nature of demand: Nagaland has a desire and the University has a commitment to locate post-graduate course in Kohima. This is being viewed in the context of the need for provision for further education of B.A. Education degree holders to suggest that M.A. Education may be started in Kohima. At present B.A. Education degree holders are eligible for admission to M.A. courses in English, Sociology, History and Political Science which are available in Shillong. However, those students who prefer to study 'Education' for M.A. are to be given an opportunity to do so. However, demand for the course had to be taken as a temporary one in view of the trends in higher education and the trends in the study of Education.

3.2 Objectives of the course: The course as it is organised now in some other Universities of this region provide for a study of Education without attempting the development of any specific competence in any area of the work of Education. The other alternative now open to us is to give them also the competence to teach one of the school subjects, if they desire so, and to conduct research. If designed so, the course would aim at providing an understanding of education as a Science of modifying human behaviour along with a masters degree level of scholarship and the competence in teaching one of the humanities subjects, preferably the one which the student has offered at B.A. level.

3.3 The Structure and content of the programme: The study of Education as a discipline is an interdisciplinary task, for which facilities for teaching other disciplines like Philosophy, Sociology, Economic, Anthropology and necessary. In the absence of that it will not be possible to organise a meaningful and useful M.A. programme consisting of Education courses only. As and when such facilities are developed in Kohima and if the demand for the course continues it should be possible to organise such a course.

The programme proposed to be organised now will have two distinct components (i) Study of Education and (ii) the study of one of the humanities subjects (History, Political Science, English (etc)). In the study of Education the Philosophy, Sociology and Psychology of Education, Development of Educational thought, Education system in India, Research Methodology in Education and Instructional Technology relating to a subject will be included. In the other area they will take courses in one of the humanities subjects at a masters degree level. The weightage for the two components will be in the ratio of 5:4. The M.A. will be a four semester 64 credit programme. The students will take ten 4 credit courses in Education spread over all the 4 semesters (4+4+1+1) and will offer six courses in one of the humanities subjects, History, Political Science, English etc; during the 3rd and 4th Semester (3+3).

The students will have the option to offer a course in Instructional Technology related to the subject they are offering, so as to acquire the competence to teach that subject. A course in Research Methodology will also be available. The details regarding the organisation of the programme like courses, content, evaluation procedures etc will be worked out as provided in the ordinances.

Methodology of teaching and evaluation:

The post graduate programmes in Education as it is organised in this University encourages group work and cooperative effort on the part of students. Guidance is given in locating and processing information available in different sources. Stress is also laid on development of skills in learning and expression. Evaluation procedures emphasis regular assessment of various aspects of student achievement. The M.A. Education programme will also incorporate these features.

5. Resources available

Kohima has a college of Education. Perhaps some of the staff members in the college could assist the teaching work in M.A. course. During the first year at least the M.A. students can take courses like Philosophy of Education. Sociology of Education and Psychology of Education along with the B.Ed. students. To facilitate this, the B.Ed. programme may also be converted to the semester pattern from 1978. The library in the college of Education as well as the other facilities available could also be shared.

6. Constraints present and arrangements proposed:

The major constraints to be reckoned with in Kohima are (a) Complete lack of transport facilities within the town (b) Lack of hostel facilities for students' (c) Lack of residential accommodation for the staff (d) Lack of course (e) the absence of Post-graduate level teaching in any other subject. It should be possible to meet these constraints and established a full-fledged Department of Education by the time the first batch of students complete the second Semester in the College of Education (1979). During 1978 two staff members appointed by the University could be attached to the College of Education to be in charge of the M.A. programme. Arrangements for visiting faculty from the Department in Shillong could also be made from the beginning of the programme. From the third semester starting in February, 1979, the staff will have to be augmented through the appointment of faculty to teach the humanities subjects also, even though two faculty members from the Department of Education will be attached to the college of Education for the first two semesters. During 1979, the preparatory work for the starting of the Department may be completed and the students transferred to it from the

beginning of 1979.

7. Time schedule proposed:

<u>Activity</u>	<u>To be completed by:</u>
1. Appraisal of demand	1 September 1977.
2. Finalisation of course structure	1 October 1977
3. Appointment of staff	1 November 1977
4. Preparation of ordinances course content and evaluation system	1 December 1977
5. Arrangements for residence of 2 staff members	1 February 1979
6. Setting ^{up} of Office for University teachers.	1 February 1978
7. Augmenting library stock	1 February 1978
8. Inviting applications	1 February 1978
9. Selection of applicants	15 February 1978
10. Starting of classes	1 March 1978.

Minutes of the meeting held in the office room of Adviser(OS) on 16-6-77 regarding setting up of a University College at Kohima.

The following officers attended the meeting on 16.6.77 in the office room of Adviser(OS) to discuss the question of starting a University College at Kohima with the present Science College as its nucleus:-

- (1) Adviser (OS)
- (2) Development Commissioner
- (3) Secretary (Education)
- (4) Secretary (Finance)
- (5) Deputy Secretary (Works & Housing)
- (6) Under Secretary (Land Records)
- (7) OSD, NEHU Campus, Kohima.
- (8) Director of Education.
- (9) Principal, Science College, Kohima.

2. Secretary (Education) mentioned that the NEHU had intimated that the recommendation of the NEHU Expert Committee regarding the setting up of a University College at Kohima with the present Science College as its nucleus has been accepted in principle by the University Grants Commission. A sum of Rs.25 lakhs has been tentatively earmarked for the purpose for the remaining period of the Fifth Plan. The NEHU wants a clear indication from the State Government whether we want a University College to be set up at Kohima as recommended and if so, how the recommendations of the Expert Committee have to be implemented.

3. Adviser(OS) mentioned that the Governor is aware of the setting up of a University College at Kohima with the Science College as its nucleus. He directed that we should write to the NEHU stating clearly that the State Government want the University College to be set up at Kohima as recommended by NEHU Expert Committee and accepted in principle by the University Grants Commission.

4. It was agreed that the NEHU should be asked to start the University College with both Arts and Science wings at Kohima from July, 1978. However, NEHU could take over the Science College with all its existing infrastructure even

earlier. It was felt that the University could send visiting Professors from July, 1977, for the existing Science courses and Arts courses in Statistics, Geography and Anthropology proposed to be started at Pre-University level from July 1977 at the Science College. The Arts Wing in the University College is to be built up from the Pre-University level onwards

5. It was agreed that the following buildings may be constructed on priority basis (Phase I) and completed before July, 1978:-

- (i) First phase of College building for Arts wing and Library (Approximately - Rs.5.00 lakhs)
 - (ii) Construction of Guest House having Drawing Room, Dining Room, Kitchen, Pantry, Store and 6 double suits (Approximately -Rs.2.50 lakhs)
 - (iii) Two Lecturers quarters Type -V for Nagaland College of Education for Post-graduate courses in Education. - Rs. 1.50 lakhs
 - (iv) Construction of NNU Office and Study Centre (Approx) - Rs.2.50 lakhs
 - (v) Construction of 50 bedded Boys Hostel (apprdx) - Rs.2.50 lakhs
 - (vi) For site development, electrification, etc. - Rs.2.00 lakhs
-
- Rs.15.00 lakhs

6. Construction to be taken up during the second year (phase II) should include the following:-

- (i) Lecturers Quarters for Arts Wing- (10 Nos) (Approx) - Rs.7.50 lakhs
 - (ii) Construction of one 50 bedded Girls Hostel (Approx) - Rs.2.50 lakhs
 - (iii) Construction of one 50 bedded Boys Hostel (Approx) - Rs.2.50 lakhs
 - (iv) Electrification, site develop- water supply, etc. - Rs.2.00 lakhs
-
- Rs.14.50 lakhs.

7. It was felt that it will not be possible to hand over the Administrative Training Institute to NNU Office-Dum-Study Centre. Instead, it was suggested that the Gandhi Memorial Library building located in the centre of the town may be handed over to NNU by the Publicity Department. As the building is not spacious and is old, NNU may construct

a new two or three storied building on the site according to their requirement for NEHU office-cum-Study Centre which should be constructed on priority by July, 1978.

8. The immediate action to be taken by the State Government will include the following:-

(i) D.C. (Kohima) should be asked to acquire all pockets of private land within the existing area of Science College, about 20 acres, in addition, another 25-30 acres of land adjoining to the Science College should be acquired for future expansion and development, Playgrounds etc. An amount of Rs. 2.50 lakhs for the above land acquisition should be provided by Director of Education by locating savings under Plan schemes for 1977-78.

(ii) It was agreed that a Sub-Committee consisting of the following will survey the area of Science College and finalise the site for construction of the building according to the priority fixed above. The Master Plan should also be prepared for construction of buildings etc.

- (1) Project Officer, NEHU. (Shri Bynjah)
- (2) Chief Engineer or Additional Chief Engineer, PWD, Nagaland.
- (3) Director of Education
- (4) OSD, NEHU.
- (5) Town Planner
- (6) Principal, Science College.

9. On finalisation of sites and receipt of sanctions from NEHU, construction work should be taken up. The Sub-Committee may decide the agency which will construct the buildings.

10. The Principal, Science College mentioned that Pre-University Classes in the following subjects are being started in Science College from July, 1977.

(i) Statistics, (ii) Geography, (iii) Anthropology. The 3 storied RCC building for starting the above courses is almost completed and the Lecturers posts have already been advertised. Adviser (CS) suggested that the Interview Board to select Lecturers should include a representative of NEHU so that there is no difficulty in absorption of these Lecturers when the University College is started. He also suggested that the filling up of any future vacancies of Lecturers in

the Science College should be done through a Committee which includes a representative of NEHU so that absorption of the newly appointed Lecturers in the University College is facilitated.


11. It was agreed that NEHU should make sufficient provision for the following during the Fifth Plan period.

- (i) Library for Arts Wing. Rs. 2 lakhs
 - (ii) Furniture for Class rooms, Guest House, Lecturers Quarters, Students Hostels, NEHU Office-cum-Study Centre Rs. 4.50 lakhs
 - (iii) Ambassador Car for visiting Professors of NEHU and College staff. Rs. 0.35 lakhs
 - (iv) Bus for Arts Wing. Rs. 1.20 lakhs
- Total Rs. 8.05 lakhs

12. The question of absorption of the existing teaching and non-teaching staff of Science College in the University College under NEHU was considered. It was agreed that we should obtain the existing terms and conditions of service of the teaching and non-teaching staff from NEHU and compare them with the terms and conditions of service under the State Government. It was felt that there should be no difficulty in absorption of the non-teaching staff of Science College in the University College. For the teaching staff, it was agreed that a Special Committee should be set-up including representatives of NEHU and the State Government to examine the question of absorption of existing teaching staff in the University College so that the career prospects of the existing teaching staff of Science College are not affected adversely. It was felt that NEHU should absorb majority of the teaching staff considering their educational qualifications, period of service and that for the time being the strength of students in the University College will be larger at the Pre-University and Graduate Levels. The committee should be requested to make recommendations for the teaching staff who are not ultimately absorbed in the University College and also make detailed recommendation about carrying forward of previous service etc. for pension and other service benefits.

It was agreed that the State Government should indicate the amount of expenditure already incurred by the State Government for land acquisition, construction of college buildings, teachers quarters, hostels, expenditure on Library, Laboratory equipment, furniture and other assets, to know the amount of assets which the State Government will be

handing over to the University, It was also agreed that NEHU should be responsible for the future maintenance and running of the University College from July, 1978, from its own funds. Moreover, it is the understanding of the State Government that the NEHU would start post-graduate courses in the University college in due course of time.


(K.S.Puri)

Secretary to the Government of Nagaland.
21.6.1977

Copy to:-

1. The Adviser(CS) to the Governor of Nagaland, Kohima
2. Special Secretary to the Governor of Nagaland(2copies)
3. Development Commissioner
4. Vice-Chancellor, NEHU, Shillong
5. Officer on Special Duty(Affiliation & Examinations)NEHU with reference to letter NO.E.32/95M/76-77/9178 Shillong dated 30th May, 1977.
6. Officer on Special Duty, NEHU Campus, Kohima(2 copies)
7. Director of Education, Nagaland, Kohima (2 copies)
8. Principal, Science College, Kohima.
9. Internal - ten copies.