

Item No.7 FINANCIAL MATTERS :

7: 4- Delegation of Administrative/Financial Power

- (1) Extension of Delegation of power to the Pro-Vice-Chancellor, Tura Campus.

With the creation of the Tura Campus, NEHU, Chandmari and as ordered by the Vice-Chancellor in our File No.13-9/Estt.I./96 the need is felt that the Pro-Vice-Chancellor, Prof.M.S. Sangma may also be delegated with administrative and financial powers to exercise his official duties as done to the Pro-Vice-Chancellor of NEHU, Mizoram Campus, Aizawl.

The Council is therefore moved to approve for extension of the Delegation of Powers to enable him to function in official matters.

Copy of the Delegation of Powers is placed at annexure I for ready reference to the Council.

No.F.27-6/Admn./96(Pt)

Schedule of delegation powers to the Pro-Vice-Chancellor, Aizawl and Kohima.

<u>Sl.No.</u>	<u>Name of powers delegated</u>	<u>Extent of power delegated</u>
1.	Re-appropriation of funds.	Full powers—from the minor head to another under the same major head with intimation to Finance Officer.
2.	Appointment (Officiating)	Full Powers—to fill up the existing vacancies upto the maximum pay scale of Rs.3,500/-.
3.	Grant of Casual Leave/Duty Leave/Maternity leave etc. and permission to leave/vacation/holiday and grant of E.L./Leave not due without substitute.	Full powers in respect of the Deputy Registrar, Principals, Teachers and all Group 'A' Officers and Group 'B' employee.
4.	To sanction Honorarium to employees.	Full powers as per Central Civil Service Rules and guidelines given by the Head Office.
5.	(a) To sanction Medical reimbursement within the State.	Full Powers.
	(b) To sanction TA Bills to Officers/teachers/staff.	Full powers.
	(c) To sanction study tour expenses including D.A. to students as per approved rate.	Full powers.
	(d) To sanction TA Advance on tour/leave salary advance/Festival advance/LTC advance.	Full powers
6.	(a) To sanction purchase of office equipments/stores furniture typewriters, stationery, Camping materials.	Full powers.
	(b) To sanction repair of typewriters, office equipments, furniture etc.	Full powers.
	(c) Maintenance and repairs of vehicles.	Full powers
7.	To sanction installation of residential telephones.	Full powers
8.	To sanction printing and binding except publication.	Full powers.
9.	To sanction purchase of books journals, periodicals for Library.	Full powers on the recommendation of the Library sub-committee.
10.	To sanction maintenance of permanent assets like play-grounds etc.	Full powers.

Contd...2.

11. To sanction employment of unskilled casual labourers. Full powers (as per State Govt. rates).
12. Appointment of casual labour for SASRD/Pachhunga Univ. College. Full powers on the recommendation of the Dean/Principal subject to State Govt. Approved rates and fund availability.
13. Write off losses including books after investigation. upto Rs.5000/-
14. To sanction purchase of live-riees/uniforms of University employees. Full powers within the Campus subject to budget provision.
15. To sanction expenditure on petty works. Upto Rs.20,000/- per item according to norms.
16. To sanction annual repairs. Full powers.
17. To sanction payment of legal expenses. Full powers
18. To sanction temporary advance from GPF/CPF to staff/teachers. Full powers.
19. To sanction purchase of utensils, crockeries, furnitures, etc. to hostels/guest house. Full powers
20. To sanction hire of house/building as class rooms/Office/hostels. Full powers.
21. To sanction hire of conveyance during meetings/seminars/conferences. Upto Rs.5,000/-
22. To sanction overtime allowance to Ministerial staff. Full powers in respect of essential staff.
23. To condemn unserviceable articles. Full powers on recommendation of condemnation Committee.
24. Transfer of Ministerial staff within the Campus. Full powers.
25. Sanction of grants from Estt. Fees, Medical fees collected from Hostel Boards on recommendation of Hostel Warden. Full powers subject to provision of the ordinance.

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- vi) Applicants for Study Leave in this respect shall have to serve at least 3 (three) years with the University after completion of the Course of study failing which he has to refund the leave salary to the University.
- vii) Study Leave shall be granted for prosecution of studies in the relevant stream.

(xxiii) Functioning of the University Health Centres at Bijni and Permanent Campas.

No:EC:90:96:6:6:(xxiii): The Council considered the recommendations of the Committee appointed by it to review the functioning of the Health Centres at Bijni and Permanent Campus and RESOLVED to accept the recommendations of the Committee and necessary follow-up action is to be taken by the concerned Departments/Sections.

Item No. 6:7

Others-

- (i) Report of the Working Group on Development and Welfare of SC/ST.

No:EC:90:96:6:7:(i): The Council considered the Report of the Working Group on the Development and Welfare of the Scheduled Castes/Scheduled Tribes and noted the same.

Item No. 7

FINANCIAL MATTERS-

7:4- Delegation of Administrative/Financial Power.

- (i) Extension of Delegation of Power to the Pro-Vice-Chancellor, Tura Campas.

No:EC:90:96:7:4:(i): The Council considered the Delegation of Administrative and Financial Powers to the Pro-Vice-Chancellor of the Tura Campus and RESOLVED to approve the same except for Sl.12 which may stand deleted.

7:5- Annual Accounts/Annual Report-

- (i) Draft Annual Report 1995-96.

No:EC:90:96:7:5:(i): The Council considered the Draft Annual Report