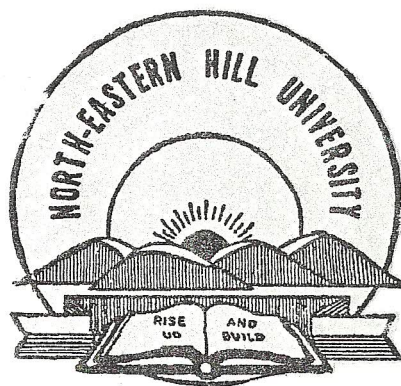


**NORTH EASTERN HILL UNIVERSITY  
SHILLONG**



**MINUTES**

**ONE HUNDRED TWENTY - EIGHTH  
EXECUTIVE COUNCIL  
MEETING**

**22<sup>nd</sup> February, 2007**

6:7:2(1)

6:7: - Others:

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

The University is considering for setting up of its own petrol pump in the Campus for its own University vehicles as well as for the staff vehicles.

A Committee was constituted with the following members to look into the management as well as to run the petrol pump.

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

The Minutes of the said Committee held on 12<sup>th</sup> February 2007 is placed at annexure –I for favour of consideration by the Executive Council.

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

Members present

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

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

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

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

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

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

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

It was further recommended that

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

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

  
Professor. R. Lalthantluanga  
Chairman

Dated: 20<sup>th</sup> February, 2007

The Council noted the clarification received from UGC that Scientific Officers of RSIC be considered under Assured Career Progression Scheme and **RESOLVED** to approve the same.

**(ii) Career Advancement Scheme (CAS) for Assistant Librarian/College Librarian / Asstt. Director of Physical Education / College Director of Physical Education- Enhancement of Superannuation age.**

**EC:128:2007:6:6:(ii):** The Council considered the Career Advancement Scheme (CAS) for Assistant Librarian / College Librarian / Asstt. Director of Physical Education / College Director of Physical Education on enhancement of superannuation age as per UGC revised guidelines and **RESOLVED** to approve the enhancement of superannuation age from 60 years to 62 years effective from 19<sup>th</sup> October, 2006 in respect of the case of Shri KK Das, Assistant Librarian. The Council also **RESOLVED** that the relevant Ordinance be amended.

**6:7: Others:**

**(i) Amendment of the By-Laws of the Record Management Committee.**

**EC:128:2007:6:7:(i):** The Council considered the amendment of the By-Laws of the Record Management Committee and **RESOLVED** to approve the same. The Council also **RESOLVED** to include Public Information Officer of the University as a Member.

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

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