

TEQIP

(Subcomponent 1.1)

Technical Education **Quality Improvement Programme** (TEQIP) PHASE-II
Strengthening institutions to improve learning outcomes and employability of graduates

BOARD OF GOVERNORS

27th Meeting Agenda



Shaheed Bhagat Singh

State Technical Campus

Moga Road (NH-95), Ferozepur-152004 (PB)

(Established by Punjab Govt.)

**VENUE: Udyog Bhawan, Madhya Marg, Sector 17,
Chandigarh, 160017**

Date: 11.11.2016

Time: 12.30 PM

CONTENTS

<u>ITEM NO.</u>	<u>PARTICULARS</u>	<u>PAGE NO.</u>
Item No.27.1	Confirmation of the proceedings of the 26 th Meeting of the Board of Governors.	01
Item No. 27.2	To report action taken on the decisions of the 26 th meeting of the Board of Governors.	02-06
Item No. 27.3	Study leave policy for the Institute - regarding.	07-08
Item No. 27.4	Weeding/Writing-off Institute records as per Swachh Bharat Mission - regarding.	09
Item No.27.5	Write off of Non- Working Computers and other Electronic items.	10-11
Item No.27.6	Regularization of Contractual services - Regarding.	12-14
Item no. 27.7	Promotion from the Post of Lab Superintendent (ECE) to Lecturer (ECE) Poly Wing – Sh. Gurmit Singh, Lab. Supdt.	15-16
Item No. 27.8	Regarding short term job oriented training programmes for B.Tech and M.Tech students from Government promoted/owned agencies under TEQIP - II.	17
Item No.27.9	Transfer of additional funds Rs. 44.00 Lacs required to perform essential activities for the completion of TEQIP-II project.	18
Item No.27.10	Implementation of Career Advancement Scheme (CAS) at Institute level.	19-20
Item No.27.11	Regularization of the adhoc-services of Mr. Narinder, Lab Attendant – regarding.	21-23
Item no. 27.12	Ratification of additional charge for the post of Registrar	24

Item No.27.13	To ratify the minutes of 7th meeting of Academic Council of Shaheed Bhagat Singh State Technical Campus held on 14.10.2016.	25
Item No. 27.14	Ratification of staff who went on deputation to other Institutes.	26
Item No.27.15	Extension of Contract Period of Sh. Parvesh Puri, Clerk Sh. Mukesh Sachdeva, Helper Health Club.	27-28

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SHAHEED BHAGAT SINGH STATE TECHNICAL CAMPUS, FEROZEPUR**

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| 20. | Dr. T.S. Sidhu, Director
Shaheed Bhagat Singh State Technical Campus,
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Item No. 27.1 Confirmation of the proceedings of the 26th meeting of the Board of Governors.

The approved proceedings of the 26th Meeting of the Board of Governors held on 07-10-2016 were circulated to members of BOG for information and comments, if any, vide letter no. SBS/E-3/4389-4400 dated 18-10-2016 (**Annexure- I, Page no. 29-35**).

The Institute has received comments from one member of BOG, Dr. Rakesh Kumar, Associate Professor (Mechanical Engg.), SBSSTC, FZR vide diary no. SBS/FZR/3440 dated 28-10-2016 on the decision of “Item No. 26.6 stating that in some cases it may be possible that when a faculty member intends to join another Institute, the academics and other services are not affected in SBSSTC, Ferozepur. Therefore, for such a case, it is unnecessary to offer him/her the same post to serve in this Institute or to ask him to resign.”

The letter no. SBS/FZR/3440 Dated 28-10-2016 received from Dr. Rakesh Kumar, Associate Professor (Mechanical Engg.) is placed at (**Annexure- I, Page no. 36**).

The approved proceedings of 26th BOG meeting are placed before the BOG for consideration and confirmation please.

Item No. 27.2 To report action taken on the decisions of the 26th meeting of the Board of Governors.

Item No. 26.1 Confirmation of the proceedings of the 25th meeting of the Board of Governors.

Decision: The proceedings of the 25th meeting of BOG were confirmed as no comments have been received from any member of BOG.

Action: No action is called for.

Item No. 26.2 To report action taken on the decisions of the 25th meeting of the Board of Governors.

Decision: The action taken report was approved by the Board.

Action: No action is called for.

Item No. 26.3 Inspection report of Maharaja Ranjit Singh Punjab Technical University, Bathinda- regarding.

Decision: It was decided to recruit the faculty at senior position at the level of institute at the earliest possible in order to avoid any kind of adverse action by MRSPTU, Bathinda.

Action: An advertisement was floated on dated 19-10-2016 in 03 leading news papers to recruit the senior faculty. The Process of recruitment is in progress.

Item No. 26.4 Marking of attendance of faculty and staff through Bio-metric System-regarding.

Decision: It was decided to defer the item to next meeting of BOG, till then status quo shall be maintained.

Action: This item will be put up in next meeting of BOG.

Item No. 26.5 Sanction of teaching posts for the Deptt. of Architecture.

Decision: The item was approved by the Board as proposed.

Action: The decision was Conveyed to Principal, School of Architecture vide office order no. SBS/E-3/4508-12 Dated 21-10-2016.

Item No. 26.6 Ratification of Lien and EOL given to Dr. Krishan Saluja, Associate Professor (CSE) and Dr. Monika Sachdeva, Associate Professor (CSE)-regarding

Decision: Since the institute is situated on the border belt of Indo-Pak border, therefore, the board has decided that efforts should be made to retain the senior level teaching faculty in the institute. Consequently, the Board has decided in principle that if any faculty member of this institute got selected in MRSPTU Bathinda, IKGPTU Jalandhar, Panjab University Chandigarh or any other State University, then he/she should be offered the same post to serve in the institute. If he didn't accept the said offer, then he/she must be asked to resign from the Institute.

Therefore, this item was not ratified by the Board and it was decided that Dr. Krishan Saluja and Dr. Monika Sachdeva should be asked either to join back as a Professor and Associate Professor, respectively or they should resign from the SBSSTC, Ferozepur, thus enabling the Institute to recruit new faculty accordingly in the larger interest of students.

Further, it was decided that a letter should be written to Principal Secretary Technical Education, Punjab to conduct the CAS interviews and to regularize the services of contractual employees pending in the office of DTE/IT, Punjab before the next BOG meeting. Otherwise, agenda items should be put up in next meeting of BOG for conducting the CAS interviews and to regularize the services of contractual employees at the Institute level.

Action: The decision was Conveyed to All HODs vide office order no. SBS/E-3/4560-65 Dated 21-10-2016. A letter has also been written to Hon'ble Additional Chief Secretary, Technical Education & Industrial Training, Punjab for conducting the CAS interviews and to regularize the services of contractual employees before the next BOG meeting vide letter no. SBS/E-3/4573-74 Dated 21-10-2016. A copy of the same is also endorsed to Hon'ble Director, Technical Education & Industrial Training, Punjab, for information and necessary action.

Item No. 26.7 Approval to distribute “Award money” of Rs. 1.00 Lac among Gardeners (Malli) and Sweepers-regarding

Decision: The item was approved by the Board as proposed. The award money shall be distributed to Gardeners (Malli) and Sweepers, and sweets to all daily wagers through the Estate Officer of the Institute.

Action: The decision was Conveyed to all concerned vide office order no. SBS/E-3/4518-22 Dated 21-10-2016 and the award money along with sweets were distributed on 27-10-2016 through the office of Estate Office.

Item No. 26.8 Approval of one semester Study Leave granted to teaching faculty for doing part-time Ph.D – regarding

Decision: The item was approved by the Board as proposed.

Action: The decision was conveyed to all concerned and HODs vide office order no. SBS/E-3/4500-07 Dated 21-10-2016.

Item No. 26.9 Ratification of promotion granted to non teaching staff.

Decision: The item was ratified by the Board as proposed.

Action: An Office Order in this regard was issued vide office order no. SBS/E-3/4485-87 Dated 21-10-2016.

Item No.26.10 Ratification of A.C.P. granted on completion of 4, 9 & 14 years of service to non teaching/technical staff.

Decision: The item was ratified by the Board as proposed.

Action: An Office Order in this regard was issued vide office order no. SBS/E-3/4482-84 Dated 21-10-2016.

Item No.26.11 To ratify the minutes of 6th meeting of Academic Council of Shaheed Bhagat Singh State Technical Campus held on 23.08.2016.

Decision: The item was ratified by the Board as proposed.

Action: An Office Order in this regard was issued vide office order no. SBS/E-3/4526-31 Dated 21-10-2016.

Item No.26.12 To report the proceedings of 22nd Meeting of Building and Works Committee.

Decision: The item was approved by the Board as proposed.

Action: An Office Order in this regard was issued vide office order no. SBS/E-3/4532-28 Dated 21-10-2016.

Item No.26.13 To report the proceedings of 31st Meeting of Finance Committee.

Decision: The item was approved by the Board as proposed.

Action: An Office Order in this regard was issued vide office order no. SBS/E-3/4513-17 Dated 21-10-2016.

Item no.26.14 Implementation of AICTE Notification dated 4th January 2016

Decision: The item was ratified by the Board as proposed.

Action: Decision implemented vide office order no. SBS/E-3/4488-93 Dated 21-10-2016.

Item No.26.15 Approval to transfer of Rs. 03 (Three) Lacs from Institute funds to TEQIP- II Project.

Decision: The item was approved by the Board as proposed. The Board has further authorized the Chairman BOG for allowing to transfer of amount up to Rs. 10 Lacs from Institute funds to TEQIP account for urgent payments (if any) and the same shall be put up in next meeting of BOG for ratification.

Action: The Decision was implemented vide office order no. SBS/E-3/4539-45 Dated 21-10-2016.

Item No.26.16 Faculty and Staff Development Programme under TEQIP-II

Decision: The item was approved by the Board as proposed.

Action: The Decision was implemented vide office order no. SBS/E-3/4539-45 Dated 21-10-2016.

Item No.26.17 Current Status of TEQIP-II Project ending on 31st October 2016-regarding

Decision: The item was noted by the Board.

Action: The Decision was conveyed to all concerned vide office order no. SBS/E-3/4539-45 Dated 21-10-2016.

Item No.26.18 Ratification of regularization of contractual services of Faculty.

Decision: The item was ratified by the Board as proposed.

Action: An Office Order in this regard was issued vide office order no. SBS/E-3/4494-99 Dated 21-10-2016.

Item No.26.19 Recruitment of Teaching Faculty – regarding

Decision: The item was approved by the Board as proposed. Further, it was decided that immediate efforts should be made to recruit the faculty at the earliest possible in order to comply with the objections raised by MRSPTU Bathinda.

Action: An Office Order in this regard was issued vide office order no. SBS/E-3/4546-49 dated 21-10-2016. Further, it is also informed that an advertisement was floated on dated 19-10-2016 in 03 leading news papers to recruit the faculty and process of recruitment is in progress.

Item No.26.20 Extension of Contract Period of Clerks - regarding.

Decision: The item was approved as proposed. However, the Board has decided to extend their services for a period of one year instead of two years.

Action: Decision implemented vide office order no. SBS/E-3/4550-59 dated 26-10-2016.

Item No.26.21 To approve the panel of Experts for filling the teaching posts/TPO.

Decision: The item was approved by the Board as proposed.

Action: An Office Order in this regard was issued vide office order no. SBS/E-3/4478-81 dated 21-10-2016

Item No.26.22 Ratification of appointment of faculty in Engg. & Poly Wing of the Institute.

Decision: The item was ratified by the Board as proposed.

Action: An Office Order in this regard was issued vide office order no. SBS/E-3/4474-77 dated 21-10-2016

Item No. 27.3 Study leave policy for the Institute - regarding.

The Institute Bye-laws has a provision under rule 6.14 regarding grant of study leave (for a maximum period of three years) to the employees of the institute with full salary along with 1/4th of basic pay as study allowance.

But in the 20th meeting of Board of Governors vide agenda item no. 20.30, while denying study allowance to Mr. Sunny Bahl, it was also decided not to give study leave to any faculty member hence forthwith, keeping in view the shortage of faculty.

Mrs. Balpreet Kaur, Associate Professor (Chemical Engg. Dept.) has requested vide diary dated 15-01-2016 for giving her chance to avail study leave. But she was refused due to above said decision of BOG. Now 03 more faculty members namely Mr. Pankaj Kalra, Assistant Professor (CHE), Mr. Sunil Bahl, Assistant Professor (Maths) and Mr. Gazalpreet Singh, Associate Professor (ME) has also requested for granting them study leave **(Annexure- II, Page no. 37-42).**

Recently, UGC/AICTE, New Delhi has revised guidelines for part-time PhD which includes one semester of course work at the concerned university. In the light above 02 faculty members were given one semester study leave subject to formal approval of BOG which was subsequently approved in the 26th meeting of BOG. Thereafter, Sh. Amit Grover, AP (ECE) requested to grant one semester study leave for doing part-time PhD from Khalsa University, Amritsar. He was granted study leave for one semester w.e.f. 19-10-2016 to 18-01-2017 subject to approval in the BOG meeting **(Annexure- II, Page no. 43).**

In the light of above, the complete case is submitted to BOG for:

a) Approving the study leave granted to Sh. Amit Grover, AP (ECE) for one semester w.e.f. 19-10-2016 to 18-01-2017 for doing part-time PhD from Khalsa University, Amritsar.

b) Making a policy regarding study leave for full time and part-time PhD in the light of Institute Bye-laws.

Item No. 27.4 Weeding/Writing-off Institute records as per Swachh Bharat Mission - regarding.

The office of Deputy Commissioner Ferozepur issued a letter dated 13-04-2015 and 28-04-2015 regarding weeding out of obsolete record and proper maintenance & upkeep of record as per Swachh Bharat Mission (**Annexure- III, Page no. 44-45**). In this regard an office order was issued vide letter no.SBS/5827-30 Dated 12-2-2016 to Associate Director/HODs/Section In charges to prepare the list for weeding out of record (if any) as per Institute Bye-laws chapter 36 and also an Institute level committee had been constituted to weed out the obsolete record (Copy attached at (**Annexure- III, Page no. 46-48**)).

Accordingly, lists of record to be weeding out along with complete record and files were received from various sections and departments. Thereafter, the Committee has randomly checked the records to be weeded out as per rule and subsequently weeded out the record as per bye laws of the institute. The minutes of meeting of the committee for weeding out of records and list of weeded out records has been placed at **Annexure- III, Page no. 49-113**).

Submitted before the BOG for consideration and approval please.

Item No.27.5 Write off of Non- Working Computers and other Electronic items.

Different Departments of the Institute have given their request to write-off non working/obsolete computers and Lab equipments/kits as per details given below:-

Deptt.	Item	Quantity	Purchase cost	Year of purchase	Total Rs.
Computer Centre/Central Workshop/DA	Computer Systems	11 Computers Systems	42568/-	2001-2004	4,68,248/-
CSE	Monitors & DMP printers	24 9	Computers, Monitors have been replaced with new TFTs. Apprx purchase cost of monitors Rs. 10000 each	2001-2006	2,40,000/- 86,700/-
Deptt. of Applied Sciences	Monitors only	17	do	2001-2006	1,70,000/-
Electronics & Comm. Engg.	Monitors	32	do	2006-07	3,20,000/-
Electrical Engg. Deptt.	Monitors	30	do	2006-07	3,00,000/-
Electronics & Comm. Engg.	LCD Projectors	2	_____	2007-08	99,791/-
Electrical Engg. Deptt.	Lab Kits	11	_____	1997-98	8,276/-

It is mentioned here that an agenda was put up in the 15th meeting of BOG vide agenda item no. 15.12 regarding writing –off non-working Computers and other Electronic items. Wherein the Board has constituted the following write-off committee to examine the items one by one before recommending their dispose-off:

(A) Computers and Electronic items:

- (1) HOD Computer Science and Engineering
- (2) HOD Computer Centre
- (3) Store Purchase Officer

(B) Items of Other Departments

- (1) HOD of Concerned Department
- (2) One HOD of any other Department
- (3) Store Purchase Officer

The request received from various departments for write off was referred to the above said committee. The committee has given its recommendation as under:

“The material in question is obsolete technology. Most of the equipments are purchased before 8 years i.e. the life of the equipments is over. The above said material is recommended to write off & dispose off through e-waste Deptt. of PPCB Punjab”.

Copy of recommendations of the Committee is attached at **Annexure- IV, Page no. 114-126**. If any other e-waste item is received from any other department (duly recommended by the write-off committee), the same shall also be included in the above said process.

As the purchase cost of these items is above Rs. 5 lacs and therefore it was presented before the BOG for approval as per the Institute purchase rules.

The matter is presented before the BOG to allow the disposing off above said electronic items to the vendors having authorization certificate for Management & Handling of E-waste.

Item No.27.6 Regularization of Contractual services - Regarding.

The Institute has recruited some faculty and staff members on contract basis in the Engineering and Polytechnic Wings as per the prescribed qualifications after following proper procedure. The posts were advertized in 03 leading newspapers and subsequently received applications were scrutinized by constituting a committee. Thereafter, they were selected by the selection committee constituted as per Institute Bye-laws.

The cases of these contractual faculty/staff members were sent for regularization to the office of DTE/IT, Punjab vide letter no. 1395 dated 09-06-2016 (12 cases), letter no. 658 dated 26-04-2013 (04 cases) and letter no. 2176 dated 28-07-2016 (02 cases). The recommendations of the Institute regarding these cases sent to DTE/IT office are placed as **Annexure- V, Page no. 127-131.**

Subsequently, the Institute has received various queries regarding regularization of cases of Sh. Amardeep Chopra Lecturer Computer Practice, Ms. Shabnam Library Assistant, Sh. Kamal Bhatti Staff Nurse (Male) and Sh. Veerpal Soi, Lecturer Workshop Practice. Which were replied from time to time with supporting documents vide letter no. 1128 dated 21-05-2013, letter no. 3824 dated 25-09-2013, letter no. 5075-76 dated 27-11-2013, letter no. 4406 dated 15-07-2014, letter no. 6618 dated 23-12-2014, letter no. 1066 dated 28-12-2014, letter no. 3660 dated 12-10-2015, letter no. 5019 dated 14-01-2016, letter no. 5899 dated 17-02-2016, letter no. 1107 dated 27-05-2016 letter no. 1256 dated 02-06-2016 letter no. 2520 dated 10-08-2016.

Now, again the Institute has received clarification regarding cases of Veerpal Soi, Harinderpal Singh and Maninder Kaur vide DTE/IT, Punjab letter memo no. 1603/S-2/ECC/2016 dated 26-10-2016 and memo no. 1607/S-2/ECC/2016 dated 26-10-2016 respectively (**Annexure- V, Page no. 132-133**).

It is mentioned here that in the 26th meeting of BOG while discussed agenda item no. 26.6, it was decided that a letter should be written to Principal Secretary Technical Education, Punjab to conduct the CAS interviews and to regularize the services of contractual employees pending in the office of DTE/IT, Punjab before the next BOG meeting. Otherwise, agenda items should be put up in next meeting of BOG for conducting the CAS interviews and to regularize the services of contractual employees at the Institute level.

Accordingly, a letter was written to Hon'ble Additional Chief Secretary, Technical Education & Industrial Training, Punjab with an endorsement to Hon'ble Director, Technical Education & Industrial Training, Punjab for conducting the CAS interviews and to regularize the services of contractual employees before the next BOG meeting vide letter no. SBS/E-3/4573-74 Dated 21-10-2016.

It is reported that work & conduct of all the above employees whose cases have been sent to the office of DTE/IT, Punjab for regularization vide letter no. 1395 dated 09-06-2016 (12 cases), letter no. 658 dated 26-04-2013 (04 cases) and letter no. 2176 dated 28-07-2016 (02 cases) are satisfactory and their services are required in the Institute. Further, their services are proposed to be regularized against the sanctioned posts. Moreover, they have been paid regular pay scales, Dearness Allowances etc. and also being given increment every year.

They have already completed more than 03 years services on contract basis and they were recruited as per prescribed qualifications for the said posts through open advertisement in 03 newspapers.

Here it is worth mentioned that services of many similarly situated faculty and staff members, who were also recruited on 03 years contract basis, were regularized (**Annexure- V, Page no. 134-137**).

It is proposed to regularize the services of all the faculty and staff members whose cases were sent to DTE/IT office vide vide letter no. 1395 dated 09-06-2016 (12 cases), letter no. 658 dated 26-04-2013 (04 cases) and letter no. 2176 dated 28-07-2016 (02 cases) at par with other similar situated contractual faculty and staff members whose services were regularized earlier.

Therefore, the matter is put up before BOG for consideration and approval to regularize the services of all the faculty and staff members whose cases were sent to DTE/IT office vide vide letter no. 1395 dated 09-06-2016 (12 cases), letter no. 658 dated 26-04-2013 (04 cases) and letter no. 2176 dated 28-07-2016 (02 cases) at par with other similar situated contractual faculty and staff members whose services were regularized earlier.

Item no. 27.7 Promotion from the Post of Lab Superintendent (ECE) to Lecturer (ECE) Poly Wing – Sh. Gurmit Singh, Lab. Supdt.

Sh. Gurmeet Singh, Lab Supdt. has requested vide dated 28-06-2016 with the recommendation of Sh. Vijay Sampla, Hon'ble Union Minister, GOI for promotion from the Post of Lab Superintendent(ECE) to Lecturer(ECE) Poly Wing (**Annexure- VI, Page no. 138**).

Sh. Gurmeet Singh has joined as Technical Assistant (Digital Lab.) in Engg. Wing of this Institute on dated 25.07.1997 and later on the nomenclature of the post of Technical Assistant was changed to Senior Technician w.e.f 15.03.2007. He was promoted as Lab Superintendent on dated 23.07.2010 in the pay Scale of Rs.15600-39100 with Grade pay of Rs.5400 with the approval of BOG in its 8th meeting vide agenda item No.8.14 and after the completion of 04 years service as Lab Supdt, he was placed in the pay Scale of Rs.15600-39100 with Grade pay of Rs.5700. Now he is drawing Basic pay of Rs.29000/- p.m. His present qualification is B.Tech. - ECE from IGNOU, New Delhi and is pursuing M.Tech. (part time).

In the Poly Wing of the Institute 43 no. of posts of Lecturer are sanctioned and out of which 15 post are filled on contract basis in the pay scale Rs.15600-39100 with Grade pay of Rs.5400. The qualification for the post of Lecturer (Poly Wing) is B.Tech. (1st class).

Further, as per agenda item No.20.11 of 20th BOG, it was decided to utilize the services of existing supporting staff having requisite qualification for Teaching to students and to compensate the shortage of faculty as they have more practical experience.

However, it is mentioned here that at present there is no promotion policy for promotion from Technical Supporting staff to Teaching Cadre. As per the seniority list of Senior Technicians Sh. Gurmit Singh placed at S.No.03 and his service record is satisfactory.

In the light of above complete case is put up before the BOG for appropriate decision please.

Item No. 27.8 Regarding short term job oriented training programmes for B.Tech and M.Tech students from Government promoted/owned agencies under TEQIP - II.

As per the Project Implementation Plan of TEQIP-II, 4% of the sanctioned project amount of Rs 10.00 crores i.e. Rs 40 lakhs are required to be spent under academic support for weak students. The institute has already spent Rs 3.35 Lakhs under this head and the remaining amount of Rs 36.65 Lakhs is required to be spent before 31-03-2017.

It was proposed by the TEQIP Committee that to enhance the employability of students and in order to improve the technical skills of the students job orient training programme from government promoted/owned agencies like Central Tool Room (CTR), MERADO, CDAC, CIPET etc. should be arranged in the Institute and expenditure incurred on the same will be booked under TEQIP-II.

In this regard a meeting of TEQIP-II team was held in the office of Director on 21-10-2016. The copy of the minutes of meeting are attached at **Annexure- VII, Page no. 139-140.**

Accordingly, it is proposed that various training programs should be arranged in the Institute from government promoted/owned agencies like Central Tool Room (CTR), MERADO, CDAC, CIPET etc. for providing academic support to weak students for an amounting of Rs. 36.65 Lacs and this expenditure will be booked under TEQIP-II.

Submitted before the BOG for consideration and approval please.

Item No.27.9 Transfer of additional funds Rs. 44.00 Lacs required to perform essential activities for the completion of TEQIP-II project

As per the project implementation plan of TEQIP-II, it is mandatory that 4% of the sanctioned project amount of Rs 10.00 crores i.e. Rs 40 Lakhs are required to be spent under academic support for weak students. The institute has already spent Rs 3.35 Lakhs under this head and the remaining amount of Rs 36.65 Lakhs should be spent before 31-03-2017 in order to fulfill the essential requirements for completion of the project. In this regard, the minutes of meeting of the Institute TEQIP-II Committee held on 21-10-2016 are enclosed as an **Annexure- VII, Page no. 139-140.**

Further in order to meet the expenses regarding salary of TEQIP-II project staff, honorarium and other bills, an additional amount of Rs 7.00 Lakhs is required. Therefore, a total amount of Rs 44 Lakhs is required to be transferred from institute funds TEQIP-II funds for the completion of TEQIP-II project by 31st March, 2017.

Submitted for consideration and approval please.

Item No.27.10 Implementation of Career Advancement Scheme (CAS) at Institute level.

AICTE, New Delhi vide its notification dated 08-11-2012 notified the Career Advancement Scheme (CAS) for the teachers and other Academic staff in Technical Institutions (Degree). The copy of notification is attached at **Annexure- VIII, Page no. 141-151.**

As per past practice, a combined meeting of all Govt. promoted Engineering Colleges is held at the Directorate level to interview the candidates for promoting them under CAS. The last meeting of CAS was held in the year 2011.

It is mentioned here that in the 26th meeting of BOG while discussed agenda item no. 26.6 it was decided that a letter should be written to Principal Secretary Technical Education, Punjab to conduct the CAS interviews and to regularize the services of contractual employees pending in the office of DTE/IT, Punjab before the next BOG meeting. Otherwise, agenda items should be put up in next meeting of BOG for conducting the CAS interviews and to regularize the services of contractual employees at the Institute level.

Accordingly, a letter was written to Hon'ble Additional Chief Secretary, Technical Education & Industrial Training, Punjab with an endorsement to Hon'ble Director, Technical Education & Industrial Training, Punjab for conducting the CAS interviews and to regularize the services of contractual employees before the next BOG meeting vide letter no. SBS/E-3/4573-74 Dated 21-10-2016.

Hence this agenda item is put up before the BOG for allowing the Institute to conduct the CAS interviews at the Institute level under the Chairmanship of Hon'ble Chairman BOG as per the decision of the 26th BOG meeting.

Item No.27.11**Regularization of the adhoc-services of Mr. Narinder, Lab Attendant – regarding.**

ਸ੍ਰੀ ਨਰਿੰਦਰ, ਲੈਬ ਅਟੈਂਡੇਂਟ (ਐਡਹਾਕ ਬੇਸਿਸ) ਨੇ ਆਪਣੀਆਂ ਸੇਵਾਵਾਂ ਨੂੰ ਰੈਗੂਲਰ ਕਰਨ ਸਬੰਧੀ ਮਾਨਯੋਗ ਕੈਬਨਿਟ ਮੰਤਰੀ, ਤਕਨੀਕੀ ਸਿੱਖਿਆ ਅਤੇ ਉਦਯੋਗਿਕ ਸਿਖਲਾਈ ਵਿਭਾਗ, ਪੰਜਾਬ ਜੀ ਨੂੰ ਬੇਨਤੀ ਕੀਤੀ ਸੀ ਜਿਸ ਉੱਪਰ ਮਾਨਯੋਗ ਕੈਬਨਿਟ ਮੰਤਰੀ, ਪੰਜਾਬ ਜੀ ਦੇ ਦਫਤਰ ਉਦਯੋਗ ਤੇ ਵਣਜ ਅਤੇ ਤਕਨੀਕੀ ਸਿੱਖਿਆ ਤੇ ਉਦਯੋਗਿਕ ਸਿਖਲਾਈ ਦੇ ਡਿਸਪੈਚ ਨੰ:965-ਆਰ ਮਿਤੀ 26-10-2016 ਰਾਹੀਂ ਹੇਠ ਅਨੁਸਾਰ ਹੁਕਮ ਪ੍ਰਾਪਤ ਹੋਏ ਹਨ (**Annexure-IX, Page no. 152:**

“please examine and put up for n/a in BOG.”

ਇਸ ਸਬੰਧ ਵਿੱਚ ਦੱਸਿਆ ਜਾਂਦਾ ਹੈ ਕਿ ਸ੍ਰੀ ਨਰਿੰਦਰ ਨੂੰ ਸੰਸਥਾਂ ਵਿੱਚ ਉਸਦੀ ਬੇਨਤੀ ਮਿਤੀ 5/12/2013 ਜਿਸ ਉੱਪਰ ਮਾਨਯੋਗ ਚੇਅਰਮੈਨ, ਬੀ.ਓ.ਜੀ. ਵੱਲੋਂ ਹੁਕਮ ਕੀਤੇ ਗਏ ਸਨ ਕਿ ਸਬੰਧਤ ਨੂੰ ਐਡਹਾਕ ਆਧਾਰ ਤੇ ਰੱਖਿਆ ਜਾਵੇ, ਦੇ ਸਨਮੁੱਖ ਦਫਤਰੀ ਹੁਕਮ ਨੰ:5460 -5462 ਮਿਤੀ 12/12/2013 ਰਾਹੀਂ ਐਡਹਾਕ ਆਧਾਰ ਤੇ 06 ਮਹੀਨੇ ਵਾਸਤੇ ਲੈਬ ਅਟੈਂਡੇਂਟ ਦੀ ਅਸਾਮੀ ਤੇ ਪੇ ਸਕੇਲ 4900-10640+GP1400 ਵਿੱਚ ਰੱਖਿਆ ਗਿਆ ਸੀ। ਜਿਸ ਅਨੁਸਾਰ ਸਬੰਧਤ ਨੇ ਸੰਸਥਾਂ ਵਿੱਚ 13/12/2013 ਨੂੰ ਦੁਪਹਿਰ ਤੋਂ ਪਹਿਲਾਂ ਆਪਣੀ ਜੁਆਇਨਿੰਗ ਰਿਪੋਰਟ ਦਿੱਤੀ ਸੀ। ਇਸਦੀ ਰੈਟੀਫਿਕੇਸ਼ਨ ਸੰਸਥਾਂ ਦੀ 16ਵੀਂ ਬੀ.ਓ.ਜੀ. ਵਿੱਚ ਅਜੰਡਾ ਆਇਟਮ 16.18 ਰਾਹੀਂ ਕਰਵਾਈ ਗਈ ਸੀ। ਸਬੰਧਤ ਦੀ ਐਡਹਾਕ ਨਿਯੁਕਤੀ ਦਾ ਸਮਾਂ ਮਿਤੀ 12/06/2014 ਤੱਕ ਸੀ।

ਇਸ ਉਪਰੰਤ ਸਬੰਧਤ ਦੀ ਬੇਨਤੀ ਮਿਤੀ 28/5/2014 ਦੇ ਆਧਾਰ ਤੇ ਮਾਨਯੋਗ ਚੇਅਰਮੈਨ, ਬੀ.ਓ.ਜੀ. ਦੀ ਪ੍ਰਵਾਨਗੀ ਫਾਇਲ ਨੰ:206 ਮਿਤੀ 04/07/2014 ਦੇ ਸਨਮੁੱਖ ਸਬੰਧਤ ਦੇ ਐਡਹਾਕ ਪੀਰੀਅਡ ਵਿੱਚ 06 ਮਹੀਨੇ ਦਾ ਵਾਧਾ ਮਿਤੀ 12/12/2014 ਤੱਕ ਕੀਤਾ ਗਿਆ ਸੀ, ਜਿਸਦੀ ਰੈਟੀਫਿਕੇਸ਼ਨ ਸੰਸਥਾਂ ਦੀ 18^{ਵੀਂ} ਬੀ.ਓ.ਜੀ. ਵਿੱਚ ਅਜੰਡਾ ਆਇਟਮ 18.19 ਰਾਹੀਂ ਕਰਵਾਈ ਗਈ ਸੀ।

ਉਪਰੰਤ ਸਬੰਧਤ ਦੀ ਬੇਨਤੀ ਮਿਤੀ 11/11/2014 ਦੇ ਆਧਾਰ ਤੇ ਮਾਨਯੋਗ ਚੇਅਰਮੈਨ, ਬੀ.ਓ.ਜੀ. ਦੀ ਪ੍ਰਵਾਨਗੀ ਫਾਇਲ ਨੰ:973 ਮਿਤੀ 01/12/2014 ਦੇ ਸਨਮੁੱਖ ਸਬੰਧਤ ਦੇ ਐਡਹਾਕ ਪੀਰੀਅਡ ਵਿੱਚ 06 ਮਹੀਨੇ ਦਾ ਹੋਰ ਵਾਧਾ ਮਿਤੀ 12/06/2015 ਤੱਕ ਸੰਸਥਾਂ ਦੇ ਦਫਤਰੀ ਹੁਕਮ ਮਿਤੀ 5/12/2014 ਤੱਕ ਕੀਤਾ ਗਿਆ ਸੀ, ਜਿਸਦੀ ਰੈਟੀਫਿਕੇਸ਼ਨ ਸੰਸਥਾਂ ਦੀ 19ਵੀਂ ਬੀ.ਓ.ਜੀ. ਵਿੱਚ ਅਜੰਡਾ ਆਇਟਮ 19.20 ਰਾਹੀਂ ਕਰਵਾਈ ਗਈ ਸੀ।

ਸੰਸਥਾਂ ਦੇ ਬਾਏ ਲਾਅਜ਼ 2.10 ਅਤੇ 2.11 ਵਿੱਚ ਆਰਜੀ ਭਰਤੀ ਸਬੰਧੀ ਹੇਠ ਅਨੁਸਾਰ ਦਰਜ ਹੈ:

“The Principal may make temporary appointments to non-teaching posts carrying the scale maximum of which does not exceed Rs. 4000 for a period of six months”.

“In the interest of maintenance of efficiency of teaching at the College the principal may make appointments to teaching posts on adhoc basis upto and including the post of Lecturer for a period not exceeding six months. Any extension beyond six months in the adhoc appointment may be made with the approval of Chairman-Board of Governors. Any further extension In the adhoc appointment beyond one year may be made with the approval of the Board of Governors up to a maximum period of six months. During this period of one and a half year the vacancy shall be filled up on regular basis through the normal procedure for making appointment”.

ਉਪਰੋਕਤ ਅਨੁਸਾਰ ਸਬੰਧਤ ਦੀਆਂ ਐਡਹਾਕ ਸੇਵਾਵਾਂ 1 ਸਾਲ 6 ਮਹੀਨੇ ਦੀਆਂ ਪੂਰੀਆ ਹੋਣ ਤੇ ਸਬੰਧਤ ਨੂੰ ਡਿਊਟੀ ਤੇ ਮਿਤੀ 12/06/2015 (ਬਾਅਦ ਦੁਪਹਿਰ) ਫਾਰਗ ਕਰ ਦਿੱਤਾ ਗਿਆ ਸੀ। ਸੰਸਥਾਂ ਨੂੰ ਮੁੱਖ ਦਫਤਰ ਪਾਸੋਂ ਮੀਮੋ ਨੰ:1436/ਸ-2/ਈ .ਸੀ .ਸੀ/2015 ਮਿਤੀ 21-08-2015 ਰਾਹੀਂ ਮਾਣਯੋਗ ਤਕਨੀਕੀ ਸਿੱਖਿਆ ਅਤੇ ਉਦਯੋਗਿਕ ਸਿਖਲਾਈ ਮੰਤਰੀ, ਪੰਜਾਬ ਜੀ ਦੇ ਨੋਟ ਨੰ:620/R ਮਿਤੀ 20/08/2015 ਰਾਹੀਂ ਸਬੰਧਤ ਦੀ ਪ੍ਰਤੀ ਬੇਨਤੀ ਪ੍ਰਾਪਤ ਹੋਈ ਸੀ, ਜਿਸ ਸਬੰਧੀ ਸੰਸਥਾ ਪਾਸੋਂ ਟਿੱਪਣੀ / ਰਿਪੋਰਟ ਮੰਗੀ ਗਈ ਸੀ। ਜੋ ਕਿ ਵਿਸਥਾਰ ਸਹਿਤ ਸੰਸਥਾਂ ਵੱਲੋਂ ਨੋਟਿੰਗ ਨੰ:2631 ਮਿਤੀ 27/08/2015 ਰਾਹੀਂ ਮੁੱਖ ਦਫਤਰ ਨੂੰ ਭੇਜ ਦਿੱਤੀ ਗਈ ਸੀ।

ਉਪਰੰਤ ਮੁੱਖ ਦਫਤਰ ਵੱਲੋਂ ਈ-ਮੇਲ ਮਿਤੀ 27/08/2015 ਰਾਹੀਂ ਸਬੰਧਤ ਕੇਸ ਤੇ ਤਜਵੀਜ (proposal) ਮੰਗੀ ਗਈ ਸੀ। ਜਿਸ ਦੇ ਸਬੰਧ ਵਿੱਚ ਸੰਸਥਾਂ ਵੱਲੋਂ ਨੋਟਿੰਗ ਨੰ:2798 ਮਿਤੀ 1/9/2015 ਰਾਹੀਂ ਮੁਕੰਮਲ ਤਜਵੀਜ ਅਗਲੇ ਯੋਗ ਹੁਕਮਾਂ ਹਿੱਤ ਭੇਜੀ ਗਈ ਸੀ । ਮੁੱਖ ਦਫਤਰ ਪਾਸੋਂ ਪ੍ਰਾਪਤ ਪੱਤਰ ਮੀਮੋ ਨੰ:1593/ਸ-2/ਈਸੀਸੀ/2015 ਮਿਤੀ 10/9/2015 ਦੇ ਸਨਮੁੱਖ ਸੰਸਥਾਂ ਦੇ ਦਫਤਰੀ ਹੁਕਮ ਨੰ:3128-31 ਮਿਤੀ 16/9/2015 ਰਾਹੀਂ ਸਬੰਧਤ ਦੇ ਐਡਹਾਕ ਪੀਰੀਅਡ ਨੂੰ ਮਿਤੀ 13/6/2015 ਤੋਂ (ਭਾਵ ਸਬੰਧਤ ਨੂੰ ਫਾਰਗ ਕਰਨ ਦੇ ਅਗਲੇ ਦਿਨ ਤੋਂ) ਇਕ ਸਾਲ ਵਾਸਤੇ ਬਤੋਰ ਲੈਬ ਅਟੈਡੈਂਟ continue ਰੱਖਣ ਦੀ ਪ੍ਰਵਾਨਗੀ ਦਿੱਤੀ ਗਈ । ਜਿਸ ਅਨੁਸਾਰ ਸਬੰਧਤ ਦਾ ਐਡਹਾਕ ਪੀਰੀਅਡ ਮਿਤੀ 12/6/2016 ਤੱਕ ਸੀ ।

ਉਪਰੰਤ ਸਬੰਧਤ ਦੇ ਐਡਹਾਕ ਪੀਰੀਅਡ ਵਿੱਚ ਤਿੰਨ ਸਾਲ ਦਾ ਹੋਰ ਵਾਧਾ ਕਰਨ ਲਈ ਮਾਨਯੋਗ ਤਕਨੀਕੀ ਸਿੱਖਿਆ ਅਤੇ ਉਦਯੋਗਿਕ ਸਿਖਲਾਈ, ਮੰਤਰੀ ਜੀ ਨੂੰ ਸਬੋਧਿਤ ਪ੍ਰਤੀ-ਬੇਨਤੀ ਦੀ ਕਾਪੀ ਡਾਇਰੈਕਟਰ ਤ. ਸਿ. ਓ. ਸਿ. ਵਿ. ਪੰਜਾਬ ਦੇ ਮੀਮੋ ਨੰ:534/ਸ-1/ਈਸੀਸੀ/2016 ਮਿਤੀ 28/4/2016 ਰਾਹੀਂ ਸਿਫਾਰਸ਼ ਸਹਿਤ ਕਾਰਵਾਈ ਕਰਨ ਲਈ ਸੰਸਥਾਂ ਨੂੰ ਪ੍ਰਾਪਤ ਹੋਈ । ਸੰਸਥਾਂ ਦੀ ਨੋਟਿੰਗ ਨੰ:ਐਸ.ਬੀ.ਐਸ / 600 ਮਿਤੀ 3/5/2016 ਰਾਹੀਂ ਮੁਕੰਮਲ ਕੇਸ ਮੁੱਖ ਦਫਤਰ ਨੂੰ ਯੋਗ ਹੁਕਮਾਂ ਹਿੱਤ ਭੇਜਿਆ ਗਿਆ ਸੀ, ਮੁੱਖ ਦਫਤਰ ਵੱਲੋਂ ਪੱਤਰ ਮੀਮੋ ਨੰ:635/ਸ-1/ਈਸੀਸੀ/2016 ਮਿਤੀ 18/5/2016 ਰਾਹੀਂ ਸਬੰਧਤ ਕਰਮਚਾਰੀ ਦੇ ਐਡਹਾਕ ਪੀਰੀਅਡ ਵਿੱਚ 03 ਸਾਲ ਦਾ ਹੋਰ ਵਾਧਾ ਕਰਨ ਦੀ ਪ੍ਰਵਾਨਗੀ ਦਿੱਤੀ ਗਈ ਸੀ (**Annexure- IX, Page no. 153**) । ਉਪਰੰਤ ਸੰਸਥਾ ਦੀ 25ਵੀਂ ਬੀ.ਓ.ਜੀ ਦੀ ਮੀਟਿੰਗ ਵਿਚ ਅਜੰਡਾ ਆਈਟਮ ਨੰਬਰ 25.5 ਰਾਹੀਂ ਮਿਲੀ ਪ੍ਰਵਾਨਗੀ ਦੇ ਸਨਮੁੱਖ ਸ੍ਰੀ ਨਰਿੰਦਰ, ਲੈਬ ਅਟੈਡੈਂਟ ਦੇ ਐਡਹਾਕ ਪੀਰੀਅਡ ਵਿੱਚ 03 ਸਾਲ ਦਾ ਹੋਰ ਵਾਧਾ ਮਿਤੀ 13/6/2016 ਤੋਂ 12/6/2019 ਤੱਕ ਕਰ ਦਿੱਤਾ ਗਿਆ ਸੀ।

ਉਪਰੋਕਤ ਤੱਥਾਂ ਦੇ ਸਨਮੁੱਖ ਸ੍ਰੀ ਨਰਿੰਦਰ ਵੱਲੋਂ ਦਿੱਤੀ ਗਈ ਪ੍ਰਤੀਬੇਨਤੀ ਸਬੰਧੀ ਮੁਕੰਮਲ ਕੇਸ ਬੀ.ਓ.ਜੀ ਦੇ ਵਿਚਾਰਨ ਹਿੱਤ ਪੇਸ਼ ਹੈ ਜੀ।

Item no. 27.12 Ratification of additional charge for the post of Registrar

As per project report of the Institute, a post of Registrar in the pay scale of Rs. 37400-67000+GP 8800/- stands sanctioned. Since the inception of the Institute the post was lying vacant till 05-09-2012. However, with the approval of Punjab Govt Sh. Inderpal Singh, Registrar of BCET, Gurdaspur joined on 06.09.2012 in this institute on deputation basis. His period of deputation was extended by the Punjab Govt./Chairman BOG from time to time. His last term of extension was up to 31-03-2015.

However, Beant College of Engg. & Technology, Gurdaspur has given him compulsory retirement w.e.f. 26-02-2015 and consequently with the approval of Hon'ble Chairman BOG his deputation was cancelled from this Institute w.e.f 26-02-2015. Thereafter, Hon'ble Chairman BOG vide Endst. No. SBS/CBOG/256 dated 21-03-2015 given additional charge of Registrar to Dr. Krishan Kumar, Associate Professor (CSE) till further orders. Copy of the order is attached at **Annexure- X, Page no. 154.**

Dr. Krishan Kumar requested vide dated 06-06-2016 for relieving him from the additional charge of Registrar due to his selection as Professor at Panjab University (UIET), Chandigarh. Consequently, Dr. Krishan Kumar, Associate Professor(CSE) was relieved form the additional charge for the post of Registrar and Sh. Jatinder Kumar, Associate Professor (ME) was given the charge for the post of Registrar subject to ratification in the next BOG meeting vide Endst. no. Estb./E-1/1552-56 dated 17-06-2016 (Copy of the order is attached at **Annexure- X, Page no. 155-156.**).

The matter is put up before the BOG of consideration and ratification please.

Item No.27.13 To ratify the minutes of 7th meeting of Academic Council of Shaheed Bhagat Singh State Technical Campus held on 14.10.2016.

The 7th meeting of Academic Council of Shaheed Bhagat Singh State Technical Campus was held on 14.10.2016 under the Chairmanship of Dr. T.S. Sidhu, Campus Director. The approved minutes of the Academic Council are placed as **Annexure- XI, Page no. 157-159.**

The approved minutes of the academic council are placed before the Board for ratification please.

Item No. 27.14 Ratification of staff who went on deputation to other Institutes.

Govt. of Punjab vide Memo No. 02/4/2016-2TE2/855684/4 dated 06-10-2016 issued orders to relieve Mr. Gurtej Singh, Assistant Professor (Civil Engg.) on Deputation basis w.e.f. 12-10-2016 (AN) to join at Govt. Polytechnic College, Bathinda on 01 year.

Accordingly, he was relieved vide office order no. 4251-58 dated 12-10-2016 on deputation basis for 01 year.

The copy of Punjab Govt. order and Institute office orders are placed at **Annexure- XII, Page no. 160-161.**

The matter is placed before the BOG for consideration and ratification please.

Item No.27.15 Extension of Contract Period of Sh. Parvesh Puri, Clerk and Sh. Mukesh Sachdeva, Helper Health Club.

The following persons were appointed on contract basis for a period of one year on consolidated pay of Rs. 10,000/- p.m.as per detail below:

Name & Designation	Date of appointment
(1) Sh. Parvesh Puri, Clerk	01-01-2013
(2) Sh. Mukesh Sachdeva, Helper Health Club	01-01-2013

It was mentioned in the appointment letter of Sh. Parvesh Kumar that appointment shall be on contract initially for a period of one year and his services can be extended as per requirement and on the basis of his performance.

However, in case of Sh.Mukesh Sachdeva, Helper Health Club, nominee of Punjab Govt. has given following comments during the his appointment:

“ As per comments of scrutiny committee, the qualification for the advertised post of instructor-cum-caretaker(Health Club) is not at the level of Instructor. Therefore qualification of none of the candidates is suitable of said post.

Since the scrutinizing committee suggested that it is upto the selection committee to select any of them whoever has applied for any lower post. It is not possible to appoint Mr. Mukesh Sachdeva for regular post due to overage. It is advisable to consider him on consolidated basis for a fixed period not exceeding by one year (if needed) for any lower post”.

It is mentioned here that the contract of above said employees was extended from time to time with the approval of Hon'ble Chairman, BOG/ Board of Governors.

Now, the above mentioned employees have given representations to extend their contract which is going to expired in first week of Jan.2017, their cases are duly recommended by the concerned heads. Copies of their requests are attached at **Annexure- XIII, Page no. 162-163.**

The matter is placed before the BOG for consideration please.