

**National Rural Roads Development Agency**  
**Ministry of Rural Development, Government of India**  
**5<sup>th</sup> Floor, NBCC Tower, Bhikaji Cama Place, New Delhi-66**

**Minutes of the 33<sup>rd</sup> Meeting of the Executive Committee of the National Rural Roads Development Agency**

The 33<sup>rd</sup> meeting of the Executive Committee was held on 10<sup>th</sup> January 2014 in the Conference Hall, NRRDA, 5<sup>th</sup> Floor, 15 NBCC Tower, Bhikaji Cama Place, New Delhi. The meeting was chaired by Shri Rajesh Bhushan, Joint Secretary (RC) & Director General, NRRDA. The following members were present in the meeting:-

- I. Dr. Praveen Kumar, Professor, Transportation Engineering Section, Department of Civil Engineering, IIT, Roorkee, Uttarakhand.
  - II. Prof. K. Sudhakar Reddy, Professor, Civil Engineering, Indian Institute of Technology Kharagpur- 721302, West Bengal
  - III. Dr. I.K. Pateriya, Director (Technical), NRRDA, New Delhi
  - IV. Ms Sonali Dutta, US(Finance), Ministry of Rural Development, Krishi Bhawan, New Delhi
2. The Chairperson welcomed the members and initiated the meeting.
3. The proceedings of the meeting are as follows:-

<b>Item No.</b>	<b>Discussion and Decisions</b>	<b>Action by</b>
<b>Item No. 1</b>	<b>Confirmation of the proceedings of the 32<sup>nd</sup> meeting of the Executive Committee and action taken thereon</b>	
	Jt. Director (F&A) informed that the Minutes of the 32 <sup>nd</sup> Meeting were circulated to the members and no comments were received from any of the members of the Executive Committee. The Executive Committee confirmed the proceedings and noted the action taken on the said proceedings.  <b>ATR on Item no. 2</b>	

	<p><b>Sanction of four additional posts of Executive Assistants.</b></p> <p>The Executive Committee was apprised that a work study is under process and the task will be completed by end February, 2014 and thereafter the work of rationalization of staff members and also creating of additional posts of EAs (if required) will be considered.</p> <p><b>ATR on item No.3</b></p> <p><b>Write-off Lost laptop issued to Shri Prabha Kant Katare, former Director (P-III).</b></p> <p>Minutes against Agenda item No.12 may please be referred to.</p> <p><b>ATR on Item no. 4</b></p> <p><b>Condemnation of staff car bearing Registration No. DL 2C M 9168.</b></p> <p>The E.C. was apprised that the formalities relating to condemnation of the office vehicle No.DL 2C M 9168 are completed and NRRDA will initiate its disposal by auction. This process will be completed soon after the delivery of the new vehicle as replacement is taken.</p>	
<i>Item No. 2</i>	<b>Approval of Revised Estimates for 2013-14 and Budget Estimates 2014-15.</b>	
	<p>Jt. Director (F&amp;A) gave a brief account of the proposals made in Revised Estimates (RE) 2013-14 and Budget Estimates (BE) 2014-15.</p> <p>DG, NRRDA viewed that in respect of NRRDA, the budgeted grant of Rs.20.50 crore for 2013-14 has now been revised to Rs.17.92 crore. This is included in Rs.9,700 crore which is overall RE of MoRD. MoRD, with the approval of IFD, has initiated following two proposals and sent to Department of Expenditure, Ministry of Finance :</p>	

	<p>1. States to be allowed to utilize all interest accrued on their PMGSY funds. If States in question are not in a position to utilize, they may be asked to deposit these back in the Ministry so that the funds could be reallocated to other States requiring it.</p> <p>2. Ministry be allowed to access a loan from NABARD of a sum of Rs.2,600 crore.</p> <p><b>BE 2014-15</b></p> <p>The overall BE proposed for PMGSY is Rs. 22000 crore. Out of this Rs. 22000 crore, grant in aid proposed for NRRDA remains the same as Rs. 20.50 crore.</p> <p>DG suggested that this proposed gran-in-aid to NRRDA of Rs. 20.50 crore should be enhanced to make a specific provision for R&amp;D efforts.</p> <p>After due deliberations, the Committee resolved to place the Revised Estimates for 2013-14 and BE 2014-15 before the General Body.</p>	
<b>Item No. 3</b>	<b>Extension of term of M/s Rawla &amp; Co as Statutory Auditors for the fourth year (FY 2013-14)</b>	
	<p>The Executive Committee after due deliberations ratified the decision of Director General for extending the term of the NRRDA Auditors M/s Rawla &amp; Co. based on their satisfactory performance in the past, for the fourth year (i.e. FY 2013-14) on the existing terms &amp; conditions.</p> <p>DG also advised that C&amp;AG instructions for grant of extension for the fourth year may be placed for kind information of General Body.</p>	
<b>Item No. 4</b>	<b>Extension of term of M/s Sushil K. Jain Chawla &amp; Co., as Internal Auditors for FY 2014-15 and nominal increase in fee w.e.f. 1.1.2014</b>	
	<p>Joint Director(F&amp;A) informed the Committee that M/s Sushil.K.Jain Chawla &amp; Co., a Chartered Accountant firm have been the internal auditor and Tax Consultants of NRRDA for the last about three years at an annual fee of Rs.</p>	

	<p>1,66,000/- plus applicable service tax. The firm have requested for a nominal increase amounting to Rs. 27,000/- p.a. approx. owing to increased work load on a/c of submission of quarterly TDS certificates instead of annual certificates submitted earlier. Besides the firm have consented to offer its services for the fourth year also (i.e. FY 2014-15) with the aforesaid nominal increase in fee.</p> <p>Executive Committee after due deliberations ratified the decision of Director General to grant extension to the aforesaid Internal Auditor firm for FY 2014-15 with nominal increase in fee amount to Rs.27,000/- w.e.f. 01.01.2014 with the proviso that due justification in increase and a detailed break up of component-wise cost, is provided to DG, NRRDA.</p>			
<b>Item No. 5</b>	<b>Appointment of Principal Technical Agencies (PTAs).</b>			
	<p>DG, NRRDA has approved the proposal for appointing IIT Bhubaneswar as principal technical agency for the States of Odisha, Chhattisgarh and Jharkhand. At present IIT Bhubaneswar has been working as STA for the States of Odisha &amp; Jharkhand. Another proposal for upgrading the coverage of all the States under CRRI as PTA in addition to specific area based PTAs was also approved by DG, NRRDA. Both the above proposals were placed before the Executive Committee for information and post facto approval, to which the EC also consented.</p>			
<b>Item No. 6</b>	<b>Norms for Honorarium of PTAs</b>			
	<p><b>A proposal for fixing the norms of honorarium of Principal Technical Agencies (PTAs) as placed below is consented by DG, NRRDA</b></p> <table border="1" data-bbox="496 1603 1305 1738"> <tr> <td data-bbox="496 1603 786 1738">Norms Proposed For PTAs*</td> <td data-bbox="786 1603 1305 1738">0.045 % of the cost of proposal scrutinized by each PTA for each batch of proposal</td> </tr> </table> <p><b>* Double of the existing norms of STAs, for the slab of 51-200 Crores without any minimum limit</b></p> <p>PTAs will scrutinise only 5% random sample of DPRs already scrutinised by STAs from each batch of proposals. It was also proposed that whenever STA norms are revised, the</p>	Norms Proposed For PTAs*	0.045 % of the cost of proposal scrutinized by each PTA for each batch of proposal	
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	<p>honorarium for PTAs will be revised accordingly as proposed above.</p> <p>The above proposal was placed before EC and the same was consented. It was also discussed that an advisory be issued by NRRDA in consultation with Dr Praveen Kumar, PTA, IIT Roorkee giving time lines for various elements of works to be performed and commensurate payments to be made to the STAs and PTAs.</p>	
<b>Item No. 7</b>	<b>Discontinuation of IIT, Powai as PTA / STA and appointment of new PTA coordinator.</b>	
	<p>EC was informed that IIT Powai have demanded very high consultation charges of Rs. 49,91,031/- p.a. to be paid in advance, As per norms of NRRDA and approval of DG, it was decided that IIT Powai may be discontinued as PTA. As coordinator PTA, IIT Powai is also member of EC of NRRDA. A proposal was thus placed before the EC to appoint any other PTA coordinator as member of EC. EC decided that keeping in view the domain knowledge, expertise and experience, Dr. Amarnath, PTA coordinator, University of Bangalore be nominated as member of EC. EC recommended that this proposal be placed in the forthcoming General Body meeting for its approval.</p>	
<b>Item No. 8</b>	<b>Appointment of New STAs and discontinuation of existing STAs.</b>	
	<p>The EC was informed that the following institutions have been nominated as new State Technical Agencies (STAs) on the recommendation of the concerned State Governments:</p> <ol style="list-style-type: none"> <li>1. Indian Institute of Technology, Bhubaneswar for Odisha and Jharkhand</li> <li>2. National Institute of Technology, Durgapur for West Bengal</li> <li>3. Manipur Institute of Technology, Imphal, for Manipur</li> <li>4. MBM Engineering College, Jodhpur for Rajasthan</li> <li>5. Government SKSJ Technological Institute, Bangalore for Karnataka</li> <li>6. University College of Engineering, Kakinada for Andhra Pradesh</li> <li>7. Sardar Patel College of Engineering, Mumbai for Maharashtra</li> <li>8. Government College of Engineering, Amravati for</li> </ol>	

	<p>Maharashtra</p> <p>9. Guru Nanak Dev Engineering College, Ludhiana for Punjab</p> <p>10. Madhav Institute of Technology, Gwalior for Madhya Pradesh</p> <p><b>The following institutions have been discontinued as STAs on the recommendation of the concerned State Governments:</b></p> <ol style="list-style-type: none"> <li>1. Government College of Engineering, Rewa, MP (recommended by State Govt. and Institute also desired to withdraw itself as STA)</li> <li>2. Government Engineering College, Hassan, Karnataka (recommendation by State Govt. for transfer of STA from Govt. Engineering College, Hassan to Government SKSJ Technological Institute, Bangalore).</li> </ol> <p>DG, NRRDA has approved both the above proposals which were placed before EC for information and post facto approval, to which the EC also gave its consent.</p>	
<b>Item No. 9</b>	<b>Approval for extension of foreign tour.</b>	
	<p>Joint Director (F&amp;A) briefed about the foreign tour of Shri N.C. Solanki, Director(P-I) to Philippines initially from 3<sup>rd</sup> to 6<sup>th</sup> October, 2013 and its subsequent extension for two days viz. 7<sup>th</sup> &amp; 8<sup>th</sup> October, 2013 to attend a meeting convened by ILO.</p> <p>The Executive Committee after due deliberations approved the extended tour of two days and consequent payments towards TA/DA/boarding &amp; lodging etc.</p>	
<b>Item No. 10</b>	<b>Revision of OTA rate for Driver</b>	
	<p>A Driver from MoRD has joined NRRDA on deputation basis w.e.f. 11.11.2013 to perform duties with DG. The Executive Committee was informed that the driver of Secretary, RD (provided by NRRDA), is paid OTA @ Rs.125 per hour subject to a ceiling of 100 hours per month. Considering the inflation and strenuous duties of the DG's Driver, it was requested for consideration to pay overtime allowance to Driver on the same terms and conditions as paid to SRD Driver (i.e. @ Rs.125</p>	

	per hour subject to a ceiling of 100 hours per month), to which the Executive Committee gave its consent. This revised rate shall be applicable from the date of approval of the EC i.e. 10.01.2014. OTA prior to this date shall be paid @ Rs. 40/- per hour (as per earlier practice), subject to a ceiling of 100 hours per month.	
<b>Item No. 11</b>	<b>Reimbursement of expenditure towards petty repairs of leased accommodation provided to deputationists</b>	
	<p>General Body in its meeting held on 24<sup>th</sup> August 2011 approved, inter alia, leased accommodation to the deputationists on the pattern of NHA1 (except self lease) in lieu of 30% HRA as an option. Besides leased rentals, NHA1 also provides one months' rental towards petty repairs each for a block of April-September and October-March (i.e. equivalent to two months' rental as per the respective ceilings designation-wise in a year), the provision of which was left inadvertently while seeking the aforesaid GB's approval.</p> <p>Jt. Director (F&amp;A) and Dr. I. K. Pateriya, Director (Technical) gave a brief account of the aforesaid provisions of petty repairs of leased accommodation provided to NHA1 officers.</p> <p>The Executive Committee after due deliberation decided to present for the consideration of General Body, the following two options of providing two months' lease rentals towards petty repairs to the deputationists holding leased accommodation:-</p> <ol style="list-style-type: none"> <li>1. The dispensation to be made effective from the date of earlier decision of General Body in its meeting held on 24<sup>th</sup> August 2011.</li> <li style="text-align: center;">or</li> <li>2. The dispensation to be made effective from the current six months (i.e. October 2013-March 2014) period.</li> </ol> <p>However, the two months' half yearly reimbursement shall be on the basis of actual as well as an undertaking produced by an individual holding leased accommodation.</p> <p>The Executive Committee also viewed that both the above proposals be put up in the forthcoming General Body Meeting along with full financial implications.</p>	

<b>Item No. 12</b>	<b>Write-off the Lost laptop issued to Shri Prabha Kant Katare, former Director(P-III)</b>	
	<p>As resolved in the previous Executive Committee Meeting, Embassy of India, USA was reminded regarding loss of Laptop by Shri Prabha Kant Katare, former Director (Projects), NRRDA but no response has been received within the stipulated period of one month.</p> <p>Executive Committee thus approved the write-off the loss, financial implication of which as on date is Rs.61,838/-.</p>	
<b>Item No. 13</b>	<b>Extension to the contract of M/s Quality Growth Services Pvt. Ltd.</b>	
	<p>On the direction of the Performance Monitoring Division (PMD) of Cabinet Secretariat each Department in the Government, prepare a Result Frame Work document (RFD), which is the basis to evaluate Department's overall performance. In the RFD for NRRDA for 2013-14, It is a mandatory requirement to acquire ISO 9001:2008 Certification for Standardization. Standards make an enormous and positive contribution in the performance of the organisation and for that Accredited Certification is required. For the purpose of Standardization PMD had provided a list of Consultants, who can guide the Departments for preparing their required Action Plan for implementing ISO 9001 in their respective Departments.</p> <p>In NRRDA three Core activities were identified for ISO 9001: 2008 Certification. From the empanelled list of Consultants maintained by Quality Council of India, NRRDA engaged M/s. Quality Growth Services Pvt. Ltd. (the lowest bidder), as Consultant at a fee of Rs.1,20,000/- w.e.f. 27.02.2013. As per the Work Order, the Certification process had to be completed within 4 months. However, there was some delay and the contract was extended up to 31.12.2013. There are still certain activities for Accredited Certification required to</p>	



	<p>be completed, on the basis of mutual consultation and the request received from the Consultant an extension till 30.06.2014 is being proposed.</p> <p>The Executive Committee was briefed about the above facts and the requisite progress made till date in this regard. EC approved the extension of the Contract, awarded to Consultant firm, up to 30.06.2014 on the same terms &amp; conditions so as to obtain ISO certification within this period.</p>	
<b>Item No. 14</b>	<b>Addition in the delegation of financial powers to Director General</b>	
	<p>Jt. Director (F&amp;A) briefed the provisions of NRRDA's Byelaws under DoP to DG wherein hiring of conveyance and vehicles has been indicated but there is no mention of purchase/disposal of car/vehicles. In a recent endorsement on purchase of new vehicle, IFD opined that NRRDA being an autonomous body may obtain the approval of Secretary (RD)/Chairman of General Body (NRRDA) for the necessary delegation and thereafter insert appropriate provisions in its Bye Laws.</p> <p>Executive Committee after due deliberation approved the grant of delegation to the Director General for purchase/disposal of vehicles in the delegation of powers in NRRDA Bye Laws so that in future such cases need not be referred to the Ministry.</p>	
<b>Item No. 15</b>	<b>Approval to hire additional space offered by HUDCO</b>	
	<p>Jt. Director (F&amp;A) briefed to the members of the Executive Committee that in order to locate additional office space, HUDCO (a Govt. of India Undertaking) was approached, who has adequate space in August Kranti Bhawan and is very close to present location. A team of officers including DG NRRDA visited the space and found it suitable. The proposed space is totally unfurnished and would require interior work with minimum basic amenities and infrastructure. NRRDA would require nearly 3000 sq. ft. Area.</p> <p>The total financial implication of the proposal comprising rent and maintenance charges shall be around Rs.1.05 crore p.a. besides renovation work and security deposit.</p>	

	<p>Members of the Executive Committee desired that NRRDA should go in for modular furniture as it is a rented accommodation and as regards security deposit DG assured the members that as the transaction is between two Government Agencies, attempts would be made to reduce such deposit to the bare minimum.</p> <p>Executive Committee considered and recommended the above proposal to be put up in the forthcoming General Body Meeting for its approval.</p>	
Item No. 16	<b>Any other item with the permission of Chair</b>	
	<p><b>i) Extension of officers on deputation to NRRDA</b></p> <p>Jt. Director (F&amp;A) briefed about the fact that NRRDA is having shortage of technical personnel and requested the Executive Committee to consider and approve the extension of deputation period of three years i.e. from 26.11.2013 to 25.11.2016 in r/o of Dr. Pateryia, for 6<sup>th</sup> year till 24.07.2014 and for two years till 01.03.2016 in respect of Smt. Madhvi Vedula and Shri Rakesh Kumar, ADs respectively on the existing terms and conditions. It was further informed that DG, NRRDA has already consented to it. Executive Committee after due deliberation ratified the above proposal.</p> <p><b>ii) Grant of 10 days medical leave (with full pay) to the Support Staff</b></p> <p>After due deliberation it was decided that NRRDA should look at the provisions of leaves in the MOU signed with the service providers and incorporate the changes, if any, after it is vetted and got approved by DG, NRRDA.</p>	

The Meeting ended with a vote of thanks to the Chair

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