



No: N-1204/1/2020-NI (E 13211)

Government of India

Ministry of Social Justice and Empowerment

Department of Empowerment of Persons with Disabilities (Divyangjan)

Room No. 517, 5th floor, Antyodaya Bhawan,  
CGO Complex New Delhi 110003

Dated the 14<sup>th</sup> January 2021

To

Director,  
NILD, Kolkata

**Subject: Minutes of the 104<sup>th</sup> Meeting of Executive Council of NILD, Kolkata  
– reg.**

Sir,

I am directed to refer to the subject mentioned above and to say that the Minutes of 104<sup>th</sup> meeting of Executive Council of NILD, Kolkata held on 08.01.2021 (through Video Conferencing) has been approved by JS & Chairperson of Executive Council. The approved minutes are enclosed with this letter.

2. You are requested to circulate the approved minutes to all members of Executive Council with your signature on each page.
3. This letter supersedes earlier letter of even number dated 12.01.2021 on the same subject.

Yours faithfully,

Sd/-

(Navin Kumar)

Under Secretary (NIs)

Encl: As above

**MINUTES OF THE 104<sup>TH</sup> EXECUTIVE COUNCIL MEETING  
OF NILD KOLKATA  
Held on 08.01.2021  
Through Video Conferencing**

The 104<sup>th</sup> meeting of the Executive Council of the NILD Kolkata was held on 08.01.2021 at 11.00 am through Video Conferencing under the Chairmanship of the Joint Secretary, DEPwD, MSJE, Gol

The following members attended the meeting:

1. Dr. Prabodh Seth, JS & Chairman EC-NILD, DEPWD, MSJE, Gol
2. Shri Sanjay Pandey, JS & FA, DEPWD, MSJE, Gol – Member
3. Dr. Surendra Kumar Shukla – Member
4. Shri Kasinadh Lakkaraju – Member
5. Dr. Ameer Equebal, Director, NILD Kolkata – Member Secretary

Special Invitee:

1. Shri Mrityunjay Jha, DS, DEPWD, MSJE, Gol
2. Shri Navin Kumar, US, DEPWD, MSJE, Gol
3. Shri Pravin Kumar, DDA (Offg.), NILD
4. Shri Bratin Sarkar, Accounts Officer, NILD

**104.01: Confirmation of the Minutes of the 103<sup>rd</sup> Meeting of EC.**

**Decision:** Minutes of the 103<sup>rd</sup> meeting were confirmed.

**104.02: Action Taken Report on the decisions taken in 103<sup>rd</sup> meeting of EC held on 16.9.2020.**

**Decision:** Action taken on recommendations of the 102<sup>nd</sup> and 103<sup>rd</sup> EC meeting were noted.

**104.03: To consider the proposal for Renewal of MOU with NTPC, NTPC Foundation as Collaborative centers of NILD, Kolkata.**

**Decision:** EC Considered and approved the proposal for renewal of MoU with NTPC, NTPC Foundation as collaborative centre of NILD, Kolkata for a proposed period of 5 years.

**104.04: To consider the proposal for extension for the post of Law Consultant on contract basis.**

**Decision:** EC considered and approved the extension of the engagement of law consultant on contract basis for further period of 1(One) year with existing terms and conditions.

  
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**104.05: To consider the proposal for ratification of Administrative and Financial powers of Director, NILD**

**Decision:** EC considered and approved the proposal with certain amendments as enclosed in Annexure A.

**104.06: To consider the proposal for setting up Video Conferencing facility at NILD Kolkata**

**Decision:** EC considered and approved the proposal for setting up of the Video Conferencing Facility at an estimated cost of Rs 05.00 lakhs. EC also permitted to utilize the available SC Capital funds for the procurement.

**104.07: To consider the proposal for procurement of new Shockwave Therapy machine in the Physiotherapy department.**

**Decision:** EC considered and approved the proposal for procurement of Shockwave Therapy machine at an estimated cost of Rs 15.00 lakhs with AMC of 05 years. EC also recommended that in future all such purchases should be done along with AMC of 05 Years. EC also permitted to utilize the available SC Capital funds for the procurement.

**104.08: To consider the proposal to procure socket Router Machine for Fabrication of Assistive Devices in Department of Prosthetics and Orthotics**

**Decision:** EC considered and approved the proposal of procurement of 02 (Two) Socket Router Machine at an estimated cost of Rs 20.00 lakhs per unit i.e. total estimated cost of Rs 40.00 lakhs with AMC of 05 years. Available SC Capital & ST Capital Fund will be utilized equally for procurement of two socket router machine.

**104.09: To consider the proposal for modification of existing Recruitment Rules for the post of E.M.G Technician in the Institute.**


**Decision:** The EC directed to submit the proposal to the Ministry for further examination.

**104.10: To consider the proposal for enhancing diet charges for the Indoor patients availing free services in NILD, Kolkata**

**Decision:** The EC has approved the proposal for increase of patient diet charges to Rs 125/- per patient per day with a direction to regular monitoring of the quality, quantity and hygiene of the foods supplied through internal canteen committee.

**104.11: To consider the proposal for outsourcing the canteen service at the Institute, NILD, Kolkata**

**Decision:** The EC has approved the proposal for outsourcing the canteen services at the Institute through GeM with a direction to regular monitoring of the quality, quantity and hygiene of the foods supplied through internal canteen committee.

  
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**104.12: To consider the proposal for Grant of Hospital Patient Care Allowance to Group 'A' & 'B' employees of NILD, Kolkata.**

**Decision:** The EC did not approve the proposal for implementation of the Hospital Patient Care Allowance to Group A & B employees of the Institute.

**104.13: To consider the proposal for Reversion of the Contractual Staff:**

**Decision:** The EC had a detailed discussion in the matter keeping in view the facts of the case, decisions taken by the EC in earlier meetings and the rule position regarding Lien of a regular employee. After considering various aspects of the case EC reiterated the decision taken in 92nd EC meeting held on 20/9/2016 and directed to revert the said contractual employees to their original regular substantive post with immediate effect as under:


- i. **Smt. Eva Snehalata Kujur**, Lecturer Occupational Therapy to be reverted to the original post of Sr. Occupational Therapist re-designated to Senior Occupational Therapist cum Jr. Lecturer in pay Level 7 w.e.f. 8/1/2021
  - ii. **Smt. Damayanti Sethy**, Lecturer Occupational Therapy to be reverted to the original post of Occupational Therapist in Pay level 6 w.e.f. 8/1/2021
  - iii. **Smt. Subhra Srimani**, Lecturer Nursing to be reverted to the original post of Nursing Supervisor cum Tutor re-designated to Lecturer cum Assistant Nursing Superintendent in Pay Level 10 w.e.f. 8/1/2021
- b. **Smt. Sarbari Sen**, Lecturer SER, whose date of joining on contractual post was 01.06.2010 and who retired on 31.07.2018 is deemed to have been reverted to her original post of Extension Service Officer w.e.f. 31.07.2018 (A/N).

EC further directed to re fix their pay etc. accordingly and to recover excess payment (if any) made to these employees including NPS/GPF subscriptions. The EC also agreed to the proposal that the services rendered during these contractual assignments will not be counted for any pensionary/ retirement benefits.

EC directed to issue reversion order as above on 08.01.2021 itself under intimation to EC members.

**104.14: To consider the proposal for Excess payment of Leave Encashment to Mrs. Sarbari Sen, who retired from a contractual post of lecturer (SER) from NILD, Kolkata AND Complaint by Mrs. Sarbari Sen against alleged harassment by NILD administration.**

**Decision:** The EC directed to recast the terminal benefits of Mrs. Sarbari Sen according to the decision of the EC vide no 104.13 above.

  
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**ANNEXURE – A**

**Schedule of Delegation of Financial Powers to the Director NILD Kolkata for regular functioning of the Institute, Regional Centres/ Chapters and CRCs under its control.**

<b>SI No</b>	<b>Particulars</b>	<b>Powers</b>
1	Sanction of TA/DA Advance & Final Bill.	Full Power as per Rules / Orders
2	Sanction of LTC Advance & Final Bill.	Full Power as per Rules / Orders
3	Sanction of Leave Encashment during LTC.	Full Power as per Rules / Orders
4	Sanction of Staff Advance.	Full Power as per Rules / Orders
5	Sanction of TA on Transfer & Retirement.	Full Power as per Rules / Orders
6	Sanction of House Building Advance and such other advances as per compendium of Advances	Full Power as per Rules / Orders
7	Payments of Salary Arrears and other dues.	Full Power as per Rules / Orders
8	Sanction of Conveyance Charges / Advances and hiring of Conveyance.	Full Power as per Rules / Orders
9	Sanction of Medical Advance to Staff.	Full Power as per Rules / Orders
10	Sanction of Medical Reimbursements Bills of the staff.	Full Power as per CGHS Rates & CSMA Rules
11	Sanction of Staff Claims viz. Children Education Allowance, Telephone Bills Reimbursement, News Paper Bills and others.	Full Power as per Rules / Orders
12	Approval of Statutory payments viz. Electricity, Telephone, Insurance Charges, Telegrams, Taxes, LPG Gas, Postage, Municipal Corporation Taxes, Water Bills etc.	Full Power as per Rules / Orders
13	Payment of Patient Diet.	Full Power as per EC's approval
14	Audit Fees.	Full Power as per Rules / Orders
15	Sanction of the Legal Expenditure, Lawyers Fees etc.	Full Power as per Rules / Orders

  
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SI No	Particulars	Powers
16	Sanction of Subsistence Allowances.	Full Power as per Rules / Orders
17	Sanction of pay related matters including fixation of pay, annual increment, special increment, advance increment, special pay, deputation duty allowances, other allowances etc.	Full Power as per Rules / Orders
18	Sanction and determining security deposit payable / receivable for/from contracts.	Full Power as per Rules / Orders
19	Sponsoring academic activities in the area of rehabilitation and programs for Persons with Disabilities.	Up to Rs 50,000/- beyond Rs 50,000/- on approval of the EC.
20	Payment of Stipends to the students.	Full Power as per the rates approved by the EC.
21	Payment of Honorarium to the guest Faculty.	Full Power as per rates approved by the EC.
22	Payment of TA/DA to the Non-Official Members for different meetings.	Full Power as per Rules / Orders
23	Payment of Honorarium to the Non-Official Members for different meetings.	Full Power as per rates approved by the EC.
24	Sanction of Contingent / Miscellaneous Expenditure.	Up to Rs 25,000/- following GFR.
25	Procurement of Printing, Binding, Stationery, Stores & Consumable and other recurring expenditure.	Up to Rs 2,50,000/- following GFR annually. Beyond Rs 2,50,000/- on approval of the EC.
26	Procurement of Capital Assets / Goods.	Up to Rs 5,00,000/- following GFR annually. Beyond Rs 5,00,000/- on approval of the EC.
27	Engagement of Works Contract.	Up to Rs 2,50,000/- following GFR annually beyond Rs 2,50,000/- subject to approval of the EC.
28	Hiring of Services including AMCs	Up to Rs 2,50,000/- following GFR annually beyond Rs 2,50,000/- subject to approval of the EC.
29	Procurement of ADIP Materials.	Full Power as per Rules / Orders
30	Sanction of Contract for engagement of Security, Housekeeping & Manpower Services Agencies and release of periodic payments	Full Power following GFR subject to reporting to the next consecutive EC.

  
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SI No	Particulars	Powers
	thereon.	
31	Sanction of Provident funds dues at the time of retirement.	Full Power as per Rules / Orders
32	Sanction of Retirement Benefits viz. Gratuity, Leave encashment, Commutation of Pension etc.	Full Power as per Rules / Orders
33	Sanction of Advance / Final withdrawal from Provident Funds.	Full Power as per Rules / Orders
34	Sanction of Civil & Electrical Works.	Up to Rs 5,00,000/- annually. Beyond Rs 5,00,000/- on approval of the EC.
35	Repairs and Maintenance works / contracts.	Up to Rs 5,00,000/- annually. Beyond Rs 5,00,000/- on approval of the EC.
36	Expenditure on Skill Development works.	Full Powers as per the guidelines of the Ministry.
37	Conduct of different programs delegated by the Ministry	Full Powers subject to approval of the budget by the Ministry.
38	Sale of scrap / obsolete items etc.	Full Power as per rules
39	Re-appropriation of expenditure within sanctioned budget.	Full Power as per rules
40	Any emergency expenditure.	Full Power up to Rs 2,50,000/- annually, subject to reporting in the next EC.


**Agenda relating to Composite Regional Centre for Skill development, Rehabilitation & Empowerment of Persons with Disabilities (CRC), Patna considered in 104<sup>th</sup> EC meeting of NILD, Kolkata held on 08.01.2021 through VC**

**08.01: Confirmation of the Minutes of the 7<sup>th</sup> Meeting of EC.**

**Decision:** Minutes of the 7<sup>th</sup> meeting were confirmed.

**08.02: Action Taken Report on the decisions taken in 7<sup>th</sup> meeting of EC held on 16.9.2020.**

**Decision:** Action taken on the recommendation of the 7<sup>th</sup> EC meeting was noted.

  
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**08.03: To consider the proposal for approval of extra amount as GST towards installation of acoustic/sound treated room at CRC - Patna.**

**Decision:** EC Considered and approved the proposal for approval of extra amount of Rs 86,666/- towards GST for installation of acoustic/sound treated room at CRC Patna with an revised cost of Rs 7,86,666/-.

**08.04: To consider the procurement of furniture and fixture for hostel at CRC-Patna.**

**Decision:** EC considered and approved for procurement of furniture and fixture for the hostel at CRC Patna for only 50 Capacity at an approved budget of Rs 12.00 lakhs only.

**Extra points discussed by the permission of the Chair:**

EC further directed to submit a report on the overall improvement of the services at CRC-Patna for optimal utilization of the infrastructure at the CRC w.e.f. 08.01.2020 to the next EC meeting.

**Agenda relating to Composite Regional Centre for Skill development, Rehabilitation & Empowerment of Persons with Disabilities (CRC), Tripura considered in 104<sup>th</sup> EC meeting of NILD, Kolkata held on 08.01.2021 through VC**

**05.01: Confirmation of the Minutes of the 4<sup>th</sup> Meeting of EC.**

**Decision:** Minutes of the 4<sup>th</sup> meeting were confirmed.

**05.02: Action Taken Report on the decisions taken in 4<sup>th</sup> meeting of EC held on 16.9.2020.**

**Decision:** Action taken on recommendations of the 4<sup>th</sup> EC meeting was noted.

**05.03: Acquisition of Land for setting up of CRC Tripura Building.**

**Decision:** EC discussed the proposal for sub-surface soil investigation and topographical, contour survey work at an estimated cost of Rs 3,53,100/- and noted the same to be on higher side and deferred the proposal with a direction to negotiate the rates. Further EC directed to initiate the process of handover of the land free of cost at the earliest.

*(Signature)*

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**05.04: To consider the proposal of installation of proper power back up system at CRC Tripura.**


**Decision:** EC considered and approved for installation of power backup system at CRC Tripura at an estimated cost of Rs 6,86,334/- through CPWD.

**Extra points discussed by the permission of the Chair:**

EC further directed to submit a report on the overall improvement of the services at CRC-Tripura for optimal utilization of the infrastructure at the CRC w.e.f. 08.01.2020 to the next EC meeting.

EC further directed to submit a report on the KIRAN Helpline in the next EC.

**The meeting ended with vote of thanks to the chair.**

  
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