

The 12th Governing Body Meeting under the Chairmanship of Sri Rabindra Nath Sahu, IAS, Collector & District Magistrate—cum—Chairman of this Institute was convened on 13th March 2023 at 5:00 P.M in the Conference Hall of Collectorate, Nayagarh. The following members were present in the meeting, whose signatures were appended in the Attendance Register.

1. The Collector & District Magistrate, Nayagarh.	Chairman
2. The District Employment Exchange Officer, Nayagarh	Member
3. The Executive Engineer, R&B Nayagarh.	Member
4. The Executive Engineer, RWSS, Nayagarh	Member
5. The Executive Engineer, GPH, Division-1, BBSR	Member.
6. The Executive Engineer (TPCODL), Nayagarh.	Member
7. The V.C, SCTE&VT, Odisha (Representative)	
Sr. Lect., G.P, Nayagarh	Member
8. The Hon'ble M.LA (Representative), Nayagarh	Member
9. The Principal R.S. Mahavidyalaya, Odagaon.	Member
10. Dr. Shashibhusan Nayak, Lecturer, G.P, Nayagarh	Member
11. Smt. Sushree Sasmita Sahoo, Lect., G.P, Nayagarh	Member
12. The Principal Government Polytechnic, Nayagarh	Member Secretary
13. District Education Officer, Nayagarh	Special invitee

At the outset, the Principal, G.P, Nayagarh and Member Secretary welcomed all the members of the Committee recite the success story of G.P, Nayagarh and thereafter Honourable Chairman allowed to start the proceeding of the Meeting.

Hon'ble Chairman enquired about the compliance of the last G.B, Meeting which was held on dtd. 29.06.2022. The Member Secretary explained the various difficulties before the committee & subsequent decisions taken are depicted below:

COMPLIANCE OF THE LAST GOVERNING BODY MEETING:

1. Freequent Power Cut:- Freequent power cut occurs in the Govt. Polytechnic, Nayagarh campus as it is connected to rural feeder (Nandighore), for which the academic activities alongwith water supply in the hostel is severely affected. Hon'ble Chairman enquired on the matter. The Executive Engineer, TPCODL, Nayagarh Division representative intimated that, they have given proposal to head office of TPCODL located at Bhubaneswar for change of feeder line to Govt. Polytechnic, Nayagarh. The proposal has been approved by the Superintending Engineer, TPCODL, Bhubaneswar.

Hon'ble Chairman instructed Executive Engineer, TPCODL, Nayagarh to complete the work & submit the completion report within one month.

(Action: - Executive Engineer, TPCODL, Nayagarh Division, Nayagarh).

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2. <u>Development of Playground:-</u> The Superintending Engineer, PWD (R&B Division), Nayagarh has partly develop the playground due to scarcity of funds at their end. It needs huge foreign soils for filling the playgound upto atleast 3ft. Height. The present ground level of the playground is 8ft below the RL main internal road of the Institute. The matter was discussed & Hon'ble Chairman pleased to instruct Block Development Officer to speed up of the development of the playground for benefit of the students & the Institution as it is located in rural areas.

(Action: - B.D.O, Odagaon)

3. Girls students admission in Govt. Polytechnic:- Hon'ble Chairman expressed her displeasure on the percentage of girls students in the institute, which is below 10%. Hon'ble Chairman instructed to make it 33% as per Govt. norms.

Hon'ble Collector & District Magistrate, Nayagarh - cum- Chairman of G.B of this institute called to District Education Officer, Nayagarh to the meeting & instructed DEO, Nayagarh to sensitize the Diploma admission in the district in various forum of district administration.

District Education Officer, Nayagarh is being instruced to add the Principal, G.P, Nayagarh & OIC, Admission, G.P, Nayagarh in the Headmasters/BEOs WhatsApp group for better co-ordination. DEO, Nayagarh is also instructed to involve all the headmasters of the district & parents of girl students to sensitize the importance of Technical Education to elevate their overall educational development in the district.

(Action: - District Education Officer, Nayagarh)

Thereafter, the other agenda were discussed & various decisions taken by the committee are against below:

- 4. (i) The expenditure made from Development fund of P/L Account from 28.06.2022 to 13.03.2023 of Govt. Polytechnic, Nayagarh amounting of Rs. 12,67,362/- (Rupees twelve lakh sixty seven thousand three hundred sixty two only in Annexure - I for various developmental activities was discussed by the members of the committee and approved by the committee.
 - (ii)The expenditure made from Development fund of IRG Account from 17.11.2022 to 13.03.2023 of Govt. Polytechnic, Nayagarh amounting of Rs. 2,27,934/- (Rupees two lakhs twenty seven thousand nine hundred thirty four only in Annexure - II for various developmental activities was discussed by the members of the committee and approved by the committee.
- 5. The activities vis-a-vis Budgetary Provision from March-2023 to Aug-2023 of Govt. Polytechnic, Nayagarh amounting of Rs. 12, 05,000/- (Rupees twelve lakhs five thousand) only in Annexure - III was discussed by the members of the committee and approved by the committee. However Hon'ble Chairman has instructed to make expenditure keeping in view the total collection of development fees from the students in P/L account in a particular year. Further, it was also decided in the meeting to incur various expenditures on priority
- 6. The committee approved the hiring of vehicles for the Institution on daily basis as and when required instead of monthly basis to avoid early depletion of Development fund. The committee discussed the matter and allowed the use of hired vehicle as per the following rates as approved previous G.B. Meeting held on dtd. 29.06.2022. Hiring charges of vehicle @ Rs. 1000/- per day with fuel consumption @10 KM/LTR.

Type of vehicle: Any vehicle available on above price.

- 7. The matter of renewal of agency for outsourcing employees was discussed. The committee considered on the point & the Hon'ble Chairman allowed to renew the Manpower Service Provider (M/S Group No. 5 Security Service, BBSR) for the academic session 2023-24. (Action: Principal, G.P, Nayagarh)
 - 8. The member Secretary informed that, during COVID period there was an order from DTE&T, Odisha to reduce the manpower personnel from 17 nos. to 12 nos.. In persuance to the instruction, the number of outsourced manpower was fixed at 12 but the remuneartion were being distributed among 17 nos. employees so as to keep expenditure within the budgetary provision without terminating their contract of 05 nos. of personnel. The matter was discussed in the meeting and committee allowed Principal to distribute budget allottment available for 12 nos. outsourced personnel among all 17 nos. outsourced personnels.

(Action: - Principal, G.P, Nayagarh)

9. The member Secretary placed the requirement of 03 nos. of sweepers to maintain & clean the vast infrastructure of this Institution having 2 lakhs sq. Ft. built up area which includes 100 seated Boys hostel, 200 seated Boys hostel, 100 seated Ladies hostel, Canteen, Guest House, Academic Building, Administrative Building, Workshop Building, internal road systems etc. The committee considered on the point & the Chairman allowed to engage the following personnels on daily wages basis.

01 no. sweeper for Ladies hostel

02 nos. of sweepers for entire campus.

The wages of all above 03 nos. shall be incurred out of development fund of P/L account of this Institution & development fund of hostel

- 10. The benefit of various scholarships availed by the students of this Institution was discussed in the meeting & appreciated by all the members. Hon'ble Chairman proposed to create awareness among the girls students to avail the benefits under various scholarship schemes.
- 11. Repair and Maintenance of all the Building was discussed in the meeting & Hon'ble Chairman of the committee advised to take up of the repair and maintenance work annually by PWD (R&B) Division, Nayagarh as per budgetary provision.

(Action: - Superintending Engineer, R&B, Nayagarh Division, Nayagarh).

- 12. Due to transfer/posting/deputation of various faculties & staffs of the institution during last one year the following positions are lying vacant for which the academic curriculum are seriously affected with.
 - (i) One Lecturer of Mechanical Engg. Deptt is vacant.
 - (ii) One Lecturer of Mechanical Engg. Deptt vacant. is on long leave since 01.08.2022.
 - (iii) One Sr. Lecturer of Mechanical Engg. Deptt vacant (Deputed to BOSE, Cuttack.
 - (iv) One Lecturer of Electrical Engg. Deptt. vacant.
 - (v) One Sr. Lecturer of Electrical Engg. Deptt. is acting as Principal (I/C) vide DTE&T, Odisha Order No. 14288 dated. 10.11.2022.
 - (vi) One Lecturer of Civil Engg. Deptt vacant.
 - (vii) One Training Superintendent post of institution is vacant (Deployed to ITI, BBSR as Principal)
 - (viii) One Lecturer of Electronics lying vacant (deployed to ITI, Puri as Principal)
 - (ix) One Lab. Asst. of Math. & Sc. Deptt. vacant.
 - (x) One Lecturer of Chemistry of Math. & Sc. Deptt, vacant.

(xi)One Lecturer of Computer Science of Math. & Sc. Deptt. vacant (attached to SCTE&VT, Odisha, BBSR)

(xii) One Lab. Asst. of Civil Engg. Deptt. to mobilise IRG activities.

The matter was thoroughly discussed in the meeting & the Hon'ble Chairman approved to engage 09 nos. Part Time Guest Faculty (PTGF) (02 nos. for Civil, 04 nos. Mechanical, 01 nos. of Electrical, 01 no. Chemistry, 01 no. Computer Science), 02 nos. of Part Time Guest Laboratory Assistant (PTGLA) (01 no. of Physics & 01 of Civil) as per AICTE requirement during academic session 2022-23 for smooth management of the classes & IRG activities.

13. The member Secretary intimated to the committe that, Internal Revenue Generation (IRG) has implemented in the institution in which more than Rs. 23,85,907/- has been collected from various departments of East Coast Railways, Bhubaneswar, R&B Division, Nayagarh, RWSS, Nayagarh etc. by way of testing & certification of Engineering materials supplied by them for self sustainability of the institution. Hence the member Secretary placed the proposal for enhanced/revised rates of Internal Revenue Generation (IRG) testing activites as per research development & quality promotion Deptt. of R&B as proposed by SD&TE Deptt. vide Letter No. 657 dated 24.01.2023. The matter was thoroughly discussed in the meeting & the Hon'ble Chairman approved the same w.e.f dated 22.12.2022.

50% of collected IRG testing amount has to be deposited to the Govt. account for the infrastructure, machineries & electricity charges of the machineries and the remaining 50% has to be distributed among the staff members, students & labourers involved in IRG testing activities. The committee appreciated the move & the Hon'ble Chirman of the committee approved the expenditure towards repair, maintenance & calibration of various machines &equipments utilised in IRG activities out of fund collected under IRG programme.

Hon'ble Chairman also approved the purchase of the various updated machineries such as Automatic Compaction Testing machine, Flexural Testing machine, Optical Emmision Spectrometer, mandreal set, Sieve set for gradation of WMM & GSB material etc. to increase the IRG testing works.

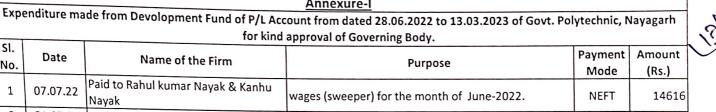
- 14. The member Secretary informed the committee regarding the urgent need of L.T Line connection replacement which is connected to the New Boys hostel with a single cable of 75/100 sqmm to avoid frequent power failure. Hon'ble Chairman instructed Executive Engineer, TPCODL, Nayagarh to complete the work within one month & submit the report about the status.
- 15. The member Secretary raised the committee regarding the damage of overhead tank located on the academic building & sewerage system of both old & new boys hostels, which needs to be repaired and the same has been approved by the committee & Hon'ble Chairman instructed to Executive Engineer, GPH-1, Bhubaneswar & Executive Engineer, RWSS, Nayagarh Division, for field visit & resolve the issue as soon as possible.

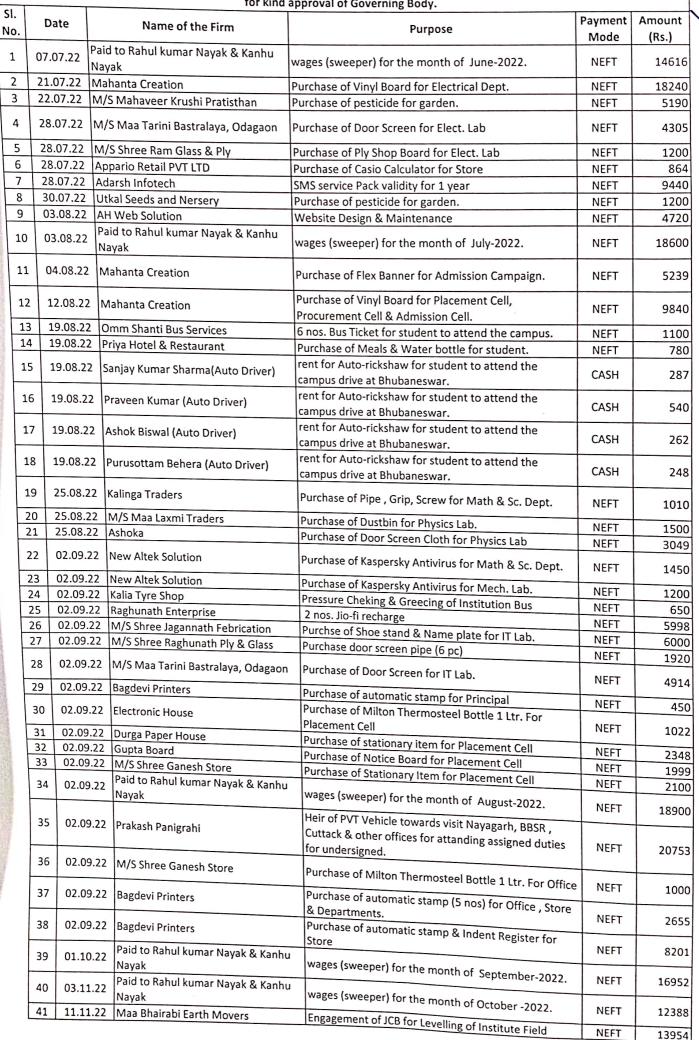
Member Secretary- cum-Principal Govt. Polytechnic, Nayagarh

Approved

Collector & District Magistrate, Nayagarh cum – Chairman of G.B, G.P, Nayagarh

Annexure-I





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12	11	.11.22 N	Maa Bhairabi Earth Movers	Engagement of Tractor for Levelling of Institute Field	NEFT	259	
43	11	1.11.22	New Altek Solution	Purchase of LaserJet Toner Cartridge for Account Section	NEFT	300	
44	1:	1.11.22	New Altek Solution	Purchase of HP LaserJet Toner Cartridge for Office	NEFT	1203	
45	1	1.11.22	S Gupta Enterprises	Purchase of QuikHeal Antivirus	NEFT	1032	
46	1		Bagdevi Printers	Purchase of sun board for Civil Dept.	NEFT	113	
47	-		M/S Maa Enterprises	Purchase of Electrical Item for Civil Dept.	NEFT	457	
48	+-		New Altek Solution	Servicing of 5 nos. Dell PC & 1 no. Sony Projector	NEFT	300	
49	+		M/S Pradhan Electrical Workshop	Servicing of UTM Machine & Ductility Machine for Civil Dept.	NEFT	100	
50	1	17.11.22	M/S Patra Hardware	Purchase of water paper . Brush roller , Dr. Fixit , cracsheild for civil dept.	NEFT	1499	
51	:	17.11.22	M/S Patra Hardware	Purchase of putty, paris, plastic paint etc for civil dept.	NEFT	1498	
57	2	17.11.22	M/S Pradhan Electrical Workshop	Servicing of concrete mixture machine	NEFT	319	
5	3	17.11.22	Jagannath Enterprises	Purchase of PF candle, carbon block & Service Charges for Hostel RO purifier	NEFT	9499	
5	4	17.11.22	M/S Patra Hardware	Purchase of Screw & Grips for Hostel Ro Purifier	NEFT	620	
5	5	17.11.22	M/S Maa Enterprises	Purchase of Electrical Item for Elect. Lab.	NEFT	4378	
5	6	17.11.22	Brundaban Maharana (Wages)	Engage for repair of damaged gutting chair	NEFT	3357	
5	7	17.11.22	Maa Bharat Gas	Purchase of LPG gas for chemistry Lab.	NEFT	1893	
5	8	17.11.22	M/S Shree Ganesh Store	Purchase of student attendance register	NEFT	1500	
5	9	17.11.22	M/S Shree Ganesh Store	Purchase of table cloth for Principal table	NEFT	5604	
6	50	17.11.22	Saina Communication	cartridge refilling.	NEFT	1200	
6	51	17.11.22	Ridhi Enterprises	Purchase of student attendance register	NEFT	9204	
6	52	17.11.22	Bharati Airtel	Recharge of Airtel Dongle	NEFT	2999	
6	3	17.11.22	Bharat Sahoo(Wages)	Engage for cleaning of campus	NEFT	2000	
E	4	17.11.22	Dhanya Vridhi Irrigation	Purchase of Heavy duty grass cutter	NEFT	575	
E	55	17.11.22	Abhilash Stores	Purchase of grass cutter	NEFT	369	
6	6	17.11.22	Radhakrushna Filling Station	Purchase of engine oil for grass cutter.	NEFT	260	
6	57	17.11.22	Radhakrushna Filling Station	Purchase of 5 ltr petrol for grass cutter	NEFT	579	
e	8	17.11.22	Swarna Fuels	Purchase of 5 ltr petrol for grass cutter	NEFT	579	
e	59	17.11.22	Swarna Fuels	Purchase of 10 ltr petrol for grass cutter	NEFT	1038	
7	70	17.11.22	M/S Patra Hardware	Purchase of gardenig tools	NEFT	1654	
7	71	17.11.22	Inshight Agro Tech	Purchase of Blade for grass cutter.	NEFT		
7	72	17.11.22	Amir Book Depot	Purchase of assesion register for Library.	NEFT	485	
-	73	17.11.22	Saina Communication	Toner cartridge refilling for Math & Sc. Dept.	NEFT	989	
-	74	17.11.22	CE & CR Subscription	1 year magazine subscription for Library.	NEFT	300	
-	75	17.11.22	New Altek Solution	Servicing of PC for Elect. Lab.	NEFT	2280	
	76	17.11.22	Raghunath Hardware & Sanitary	Purchase of Red cotton for Elect. Lab.	NEFT	1416	
	77	17.11.22	Saina Communication	cartridge refilling.		643	
	78	17.11.22	Sharvi Electronics Technologies	Purchase of different IC for Electronic Lab.	NEFT NEFT	300	
	79	17.11.22	Manas Kumar Joshi	Purchase of different IC for Electronic Lab.	NEFT	1291	
	80	17.11.22	Quick Samrat Technology	Purchase of ribbon cables for Electronic Lab:	NEFT	290	
-	81	17.11.22	Technical Hut	Purchase of different IC for Electronic Lab.	NEFT	255	
-	82	17.11.22		Purchase of sun board with venyl for Elect. Dept.	NEFT	398 5777	
-	83	17.11.22	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Purchase of Electrical item for Elect. Lab.	NEFT	8461	
	84	17.11.22	,	Purchase of tool kit for Elect. Lab.	NEFT	3138	
-	85	17.11.22		Engage for construction work for badminton court.	NEFT	1119	
	86	17.11.22		Engage for construction work for badminton court	NEFT	1119	
	88		Rabindra Pradhan(Wages)	Engage for construction work for badminton court	NEFT	999	
	89	17.11.22	Lingaraj Nayak (wages) Biji Bisoi(Wages)	Engage for construction work for badminton court	NEFT	999	
	90	17.11.22	, , , , , , , , , , , , , , , , , , , ,	lengage for construction work (NEFT	764	





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-	1711 2	Paghunath Agra Agansias	Purchase of garden pine for girls hostel	NEFT	142
91			Purchase of garden pipe for girls hostel Purchase of 9W Led Bulb & capacitor for girls hstel.	NEFT	192
			Purchase of White Board for girls hostel.	NEFT	1000
93			Purchase of Write Board for girls noster. Purchase of Electrical item for Mech. Lab.	NEFT	50
94	17.11.22	2 M/S Maa Enterprises	hier of PVT Vehicle toward proceeding DTE&T Odisha,	14211	
95	17.11.22	Prakash Panigrahi	Cuttack for audit purpose.	NEFT	4026
96	17.11.22	Raghunath Enterprise	20 Ltr water jar supply for 1 month	NEFT	2200
97			Purchase of ACP Sheet with radium sticker.	NEFT	11800
98	_		Purchase of ACP Sheet with radium sticker.	NEFT	11918
99			Engage in plumbing work in Boys hostel.	NEFT	373
10			Purchase of color for Civil Dept.	NEFT	4000
10	_		Purchase of Primer for badminton court.	NEFT	14597
10			Purchase of Flex.	NEFT	480
10			Engaged for repair & coloring work in Mech. dept.	NEFT	2238
10	_		Engaged for repair & coloring work in Civil dept.	NEFT	1865
10			Engaged for repair & coloring work in Civil dept.	NEFT	1865
10			Engaged for repair & coloring work in Mech. dept.	NEFT	2238
10			Engaged for repair & coloring work in Mech. dept.	NEFT	1998
10			Engaged for repair & coloring work in Civil dept.	NEFT	1665
10			make fitting & fixing of partition madeup aluminium section with as shutter frame for Civil Dept.	NEFT	52195
11	0 17.11.2	2 Sriram Furnitures	make fitting & fixing of partition madeup aluminium section with as shutter frame for Civil Dept.	NEFT	40910
11:	1 17.11.22	2 Sriram Furnitures	make fitting & fixing of partition madeup aluminium section with as shutter frame for Mech. Dept.	NEFT	56014
112	17.11.22	Sriram Furnitures	make fitting & fixing of partition madeup aluminium section with as shutter frame for Mech. Dept.	NEFT	43902
113	17.11.22	Prakash Panigrahi	Hier PVT Vehicle towards proceeding District Treasury & R&B , Nayagarh	NEFT	1132
114	17.11.22	Prakash Panigrahi	hier of PVT Vehicle toward proceeding DTE&T Odisha, Cuttack.	NEFT	3753
115	17.11.22		hier of PVT Vehicle toward proceeding BSNL Office, Nayagarh & Govt. ITI, Nayagarh	NEFT	1112
116	17.11.22	Raghunath Enterprise	Purchase of sanitary item for Principal chamber.	NEFT	1830
117	17.11.22	Box n Sights	Purchase of QuikHeal Antivirus for Principal chamber PC.	NEFT	949
118	21.12.22	Paid to Rahul kumar Nayak & Kanhu Nayak	wages (sweeper) for the month of November-2022.	NEFT	19314
119	21.12.22	A H Web Solution	Website Re-Design & Development.	NEFT	11800
120	21.12.22	A H Web Solution	Website modification & additional of new facility.	NEFT	5782
121	21.12.22	Maa Electrical Workshop	Purchase of Bajaj Extension Cord.	NEFT	425
122	04.01.23	Paid to Rahul kumar Nayak & Kanhu Nayak	wages (sweeper) for the month of December-2022.	NEFT	19647
123	16.01.23	Statergic Consultancy & Services	Purchase of Aquaguard purification systemwith RO & UV through GeM portal.	NEFT	487227
124	21.01.23	Prakash Panigrahi	hire of PVT Vehicle toward proceeding Workshop awareness programme of NABL at Bhubaneswar, WSC , BBSR & DTE&T Odisha, Cuttack.	NEFT	10993
125	31.01.23	Esecutive Engineer RWSS, Nayagarh	Water testing charges	NEFT	1700
126	04.02.23	Radhakrushna Filling Station	Bus fuel charges towards Study tour of Civil Deptt. & Elect. Deptt.	NEFT	10112
127	15.02.23	Paid to Rahul kumar Nayak & Kanhu Nayak	wages (sweeper) for the month of January-2023.	NEFT	19314
128	0703731	Paid to Rahul kumar Nayak & Kanhu Nayak	wages (sweeper) for the month of February-2023.	NEFT	17982
129		INFIDEA	Pre Placement Training remuneration	NEFT	21200
			Grand Total Rs.	71211	1267362
		Puppes twelve lakh sixty se	ven thousand three hundred sixty two only		120/302

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Approved

Chairman, G.B of G.P, Nayagarh - cum -Collector & District Magistrate, Nayagarh

Annexure-II

Expenditure made from Devolopment Fund of IRG Account from dated 17.11.2022 to 13.03.2023 of Govt. Polytechnic, Nayagarh for kind approval of Governing Body.

SI. No.	Date	Name of the Firm	Purpose	Payment Mode	Amount (Rs.)
1	17.11.22	Bagdevi Printers	Purchase of ACP Sheet with radium sticker.	NEFT	11800
2	17.11.22	Bagdevi Printers	Purchase of ACP Sheet with radium sticker.	NEFT	8260
3	17.11.22	Rakesh Kumar Mahapatra	Engaged in installation of goal post in football field.	NEFT	373
4	17.11.22	Biji Bisoi(Wages)	Engaged in installation of goal post in football field.	NEFT	333
5	17.11.22	Gyanendra Lenka	Engaged in installation of goal post in football field.	NEFT	333
6	17.11.22	Srinibas Devata	Engaged in coloring of Math & Sc. Deptt.	NEFT	2238
7	17.11.22	Srinibas Devata	Engaged in coloring of Elect. Deptt.	NEFT	2238
8	17.11.22	Sipun Jena	Engaged in coloring of Math & Sc. Deptt.	NEFT	2238
9	17.11.22	Sipun Jena	Engaged in coloring of Elect. Deptt.	NEFT	2238
10	17.11.22	Ashok Kumar Sahoo	Engaged in coloring of Math & Sc. Deptt.	NEFT	1998
11	17.11.22	Ashok Kumar Sahoo	Engaged in coloring of Elect. Deptt.	NEFT	1998
12	17.11.22	M/S Sriram Furniture	Fitiing & Fixing of Aluminium Section	NEFT	51831
13	17.11.22	M/S Sriram Furniture	Fitiing & Fixing of Aluminium Section	NEFT	40625
14	17.11.22	M/S Sriram Furniture	Fitiing & Fixing of Aluminium Section	NEFT	56560
15	17.11.22	M/S Sriram Furniture	Fitiing & Fixing of Aluminium Section	NEFT	44331
16	17.11.22	M/S Sriram Furniture	Purchase of Door Closer	NEFT	540
	Grand Total Rs.				. 227934

Rupees two lakh twenty seven thousand nine hundred thirty four only

Govt. Polytech Rio Mayagarh

13. 3. 23

Approved

Chairman, G.B of G.P, Nayagarh - cum -Collector & District Magistrate, Nayagarh