

**GOVT. INDUSTRIAL TRAINING INSTITUTE
JOGINDERNAGAR, DISTT. MANDI (H.P.)**

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Industrial Training Institute

**34TH IMC & 2ND STRIVE meeting for
IMC of Govt. I.T.I. Jogindernagar,
Distt. Mandi (H.P.)**

Venue: Conference Hall

Date: 06/06/2023

Time: 11:00 AM

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2.	Confirmation of minutes of 33rd Meeting for Govt. I.T.I. Jogindernagar held on dated: 05/01/2023 at Govt. ITI Mandi (Grade-A), Distt. Mandi.	Annexure-B	
3.	Regularization of the Expenditure incurred for the period of 01/01/2023 to 31/05/2023 out of IMC/PPP mode.	Annexure-C	
4.	Administrative approval and financial sanction to transfer an amount of Rs. 6 lakhs from account No. 31210115067 to Account No. 30354677929.	Annexure-D	
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7.	Administrative approval and financial sanction for the procurement of Laptop (latest configuration) for Principal Office of an estimated cost of Rs. 1 lakh (approx).	Annexure-G	
8.	Quarterly Progress Report (QPR) for the quarter Jan-March 2023 for further necessary action.	Annexure-H	
9.	Administrative approval & financial sanction to engage 01 COPA apprentice out of IMC PPP mode funds as per NAPS guidelines.		
10.	Date and Venue of next meeting of IMC of Govt. ITI Jogindernagar.		
11.	Any other item with the permission of the chair		

AGENDA ITEMS FOR 34th MEETING OF IMC FOR GOVT. ITI JOGINDERNAGAR SCHEDULED TO BE HELD ON DATED: 06/06/2023 UNDER THE CHAIRMANSHIP OF SH. SHIV KUMAR, CHAIRMAN IMC OF GOVT. ITI J/NAGAR DISTT. MANDI AT CONFERENCE HALL OF GOVT. ITI JOGINDERNAGAR.

1. List of agenda items of 34th IMC Meeting for Govt. ITI Jogindernagar, Distt. Mandi (HP).
2. Confirmation of minutes of 33rd Meeting of I.M.C. for Govt. I.T.I. Jogindernagar held on 05/01/2023 at Govt. ITI Mandi (Grade-A), Distt. Mandi (HP).
3. Regularization of the expenditure for the period of 01/01/2023 to 31/05/2023 out of IMC/PPP mode.
4. Administrative approval and financial sanction to transfer an amount of Rs. 6 lakhs from account No. 31210115067 to Account No. 30354677929.
5. Administrative Approval and Financial Sanction for Annual Procurement Plan (2023-24) out of IMC/PPP Mode funds.
6. Detail of funds for different accounts opened under IMC/PPP mode.
7. Administrative approval and financial sanction for the procurement of Laptop (latest configuration) for Principal Office of an estimated cost of Rs. 1 lakh (approx).
8. Quarterly Progress Report (QPR) for the quarter Jan-March, 2023 for further necessary action.
9. Administrative approval & financial sanction to engage 01 COPA apprentice out of IMC PPP mode funds as per NAPS guidelines.
10. Date and Venue of next meeting of IMC of Govt. ITI Jogindernagar, Distt. Mandi (HP).
11. Any other item with the permission of the chair.

AGENDA IN DETAIL FOR 34RD MEETING OF IMC FOR GOVT. ITI JOGINDERNAGAR SCHEDULED TO BE HELD ON DATED: 06/06/2023 UNDER THE CHAIRMANSHIP OF SH. SHIV KUMAR, CHAIRMAN IMC OF GOVT. ITI J/NAGAR DISTT. MANDI AT CONFERENCE HALL OF GOVT. ITI JOGINDERNAGAR.

34.1. Confirmation of minutes of 33rd Meeting of I.M.C. for Govt. I.T.I. Jogindernagar held on dated: 05/01/2023 at Govt. ITI Mandi (Grade-A) Distt. Mandi (HP).

The minutes of the 33rd meeting of IMC were circulated among all the members as there was no any comment from any of the members, the committee may like to approve the minutes of the 33rd meeting of IMC. The duly signed agenda is attached herewith as **(Annexure-'B')** for your reference.

The committee may like to confirm.

34.2. Regularization of the Expenditure for the period of 01/01/2023 to 31/05/2023 out of IMC/PPP mode funds.

It is proposed to regularize of the expenditure of an amount **Rs. 19,27,184.00 (Rupees Nineteen Lac Twenty Seven Thousand One Hundred Eighty Four Only)** incurred for the period of 01-01-2023 to 31-05-2023 in various heads like salary, honorarium, M&S, M&E, office expenditure etc. out of IMC/PPP mode. The detail is enclosed as **(Annexure-'B')**.

Sr. No.	Head wise	Expenditure	Remarks (Against Voucher No. /Page No.)
1.	Salary	5,08,736	Voucher No. 02,03,06,01,02,03
3.	Honorarium	34,662	Voucher No. 02,03,06,01,02,03
4.	Martial & Supply	3,32,600	Voucher No.01,05,08,01,02,06,07,01,02,04
5.	TA Bill	1,240	Voucher No. 02,04
7.	Trainee Security	43,000	Voucher No. 03
8.	Online App (Kaushal Apke Dwar)	24,950	Voucher No. 01
9.	FDRs	8,00,000	Voucher No. 04
10	Furniture	1,81,996	Voucher No.07
	G.Total	19,27,184	

The committee may like to confirm.

34.3. Administrative approval and financial sanction to transfer an amount of Rs. 6 lakhs from account no. 31210115067 to account no.30354677929.

It is submitted to the house that as per guidelines of DGET Delhi, we need to repay the second loan installment of an amount of Rs. 12,50,000/- (Twelve Lakhs Fifty thousand only) for the loan of Rs. 2.5 Crore received for up-gradation of ITIs under PPP mode. But, at present we don't have sufficient amount in our bank account No. 30354677929, therefore it is proposed to transfer an amount of Rs. 6 Lakhs from account No. 31210115067 to account No. 30354677929, so that the loan installment can be made and further all the pending bills under IMC/PPP mode can be made from this account. Therefore, it is proposed to accord the Administrative approval and financial sanction to transfer an amount of Rs. 6 lakhs from account No. 31210115067 to Account No. 30354677929. The detail is enclosed as **(Annexure-'D')**.

The committee may like to approve.

34.4. Administrative Approval and Financial Sanction for Annual Procurement Plan (2023-24) out of IMC/PPP Mode funds).

It is proposed to accord Administrative Approval and Financial Sanction as per the procurement plan listed below which is submitted by the instructors/trainers and office for the expenditure to be incurred during Financial Year 2023-24 under various heads like Salary, Honorarium, Material & Supply, Machinery & Equipments, TA/DA bills etc out of IMC/PPP mode. The detail is enclosed as **(Annexure-'E')**.

Sr. No.	Head-wise Detail	Proposed Expenditure (In Rupees)	Concerned Trade/Office
1	Material & Supply	16,055.00	MMV
		12,58,458.00	
		22,00.00	Electrician
		68,706.00	
		93,500.00	
2	Tools & Equipments	1,15,000.00	Principal Office
Total		15,53,919	

The committee may like to approve

34.5. Detail of funds for different accounts opened under IMC/PPP mode.

It is submitted in the house that funds Status as on dated: 31-05-2023 under IMC/PPP Mode along with FDR detail are listed below: The photocopies of passbook and FDR are enclosed herewith as **(Annexure-'F')**.

Sr. No.	Account Holder Name	Account Number	Bank Name	Balance in saving	FDR
1.	Member Secy Cum Principal ITI Jogindernagar	31210115067	HP State Co-op Bank Ltd. Jogindernagar	9,95,407.00	NIL
2.		30354677929	State Bank of India Jogindernagar	12,46,519.37	NIL
3.		31078782918	State Bank of India Jogindernagar	NIL	42,64,193.00
4.		41759381838		NIL	8,00,000.00
G.Total				22,41,926.00	50,64,193.00

34.6. Administrative approval and financial sanction for the procurement of Laptop (latest configuration) for Principal Office of an estimated cost of Rs. 1 lakh (approx).

It is submitted in the house that, it is required to purchase one laptop for Principal Office as maximum meeting and webinar are conducted by the department online and the laptop is required to carry during meeting. Therefore it is proposed to accord administrative approval & Financial Sanction to procure one Laptop (Latest configuration) for Principal Office of an estimated cost of Rs. 1.15 Lakh (approx). The detail is enclosed as **(Annexure-'G')**.

The committee may like to approve

34.7. Quarterly Progress Report (QPR) for the quarter January March 2023 for further necessary action.

QPR Up to March, 2023 was put up to the house for future planning of up gradation of the institute. **(Annexure-'H')**.

The committee may like to approve.

34.8. Administrative approval & financial sanction to engage 01 COPA apprentice out of IMC PPP mode funds as per NAPS guidelines.

As per NAPS guidelines and direction received from the worthy Director Technical Education, Vocational & Industrial Training HP Sundernagar Distt. Mandi, we required to engage one COPA Apprentice through NAPS portal to do office work, as we have shortage of regular staff in office. It is now proposed to accord administrative approval and financial sanction to engage 1 COPA Apprentice under IMC/PPP mode and honorarium of an amount Rs. 7000/per month will be given from IMC/PPP mode funds.

The committee may like to approve.

34.9. Date and Venue of next meeting of IMC of Govt. ITI Jogindernagar, Distt. Mandi (HP).

The date and venue of next meeting for IMC of Govt. ITI Jogindernagar, Distt. Mandi will be decided in meeting with the suggestion of Chairman and IMC Members.

The committee may like to approve.

34.10. Any other item with the permission of the chair

DA
(Savita Kumari)

**Principal-cum-Member Secretary
IMC for Govt. ITI Jogindernagar,
Distt. Mandi (HP)**

**Chairman
IMC for Govt. ITI Jogindernagar
Distt. Mandi (HP)**

