

The West Bengal National University of Juridical Sciences



AGENDA NOTES FOR THE 58th MEETING OF THE

FINANCE COMMITTEE

TO BE HELD ON 15th June 2011 AT 5:00 P.M.

AT DR.AMBEDKAR BHAVAN, SALLAKE, KOLKATA

**W.B National University of Juridical Sciences
Dr. Ambedkar Bhavan
Salt Lake, Kolkata**

58th MEETING OF THE FINANCE COMMITTEE
15 JUNE, 2011 AT 5:00 P.M

		Page No.
Agenda Item No.1	Confirmation of the Minutes of the 57 th meeting of the Finance Committee held on 18 March , 2011.	1
Agenda Item No.2	Enhancement of Gratuity Ceiling from Rs.3.5 Lacs to 10 Lacs	12
Agenda Item No.3	Proposal for payment of Dearness Allowance at enhanced rate (51%) w.e.f. 01.01.2011	17
Agenda Item No.4	Reinvestment of Matured Funds in Term Deposits.	23

Any other matter with the permission of the Chair.

The W.B. National University of Juridical Sciences
Dr. Ambedkar Bhavan

Salt Lake, Kolkata

58th Meeting of the Finance Committee

15 June, 2011

AGENDA NOTES

Agenda Item No. 1 Confirmation of the Minutes of the 57th Meeting of the Finance Committee held on 18 March , 2011.

Minutes of the 57th Meeting of the Finance Committee of NUJS held on 18 March 2011 are enclosed as **Annexure 1A** for confirmation.

THE W. B. NATIONAL UNIVERSITY OF JURIDICAL SCIENCES

Dr. Ambedkar Bhavan

Salt lake, Kolkata

**Minutes of the Fifty-seventh Meeting of the
Finance Committee**

The W.B. National University of Juridical Sciences

Held on 18 March 2011

At Dr. Ambedkar Bhavan, Salt lake, Kolkata.

The Fifty-seventh Meeting of the Finance Committee was held on 18 March 2011 in Dr. Ambedkar Bhavan, Salt Lake, Kolkata. The Following members were present:

1. Mr. Dipankar Gupta, Chairman
Sr. Advocate, Supreme Court of India, New Delhi
2. Prof. (Dr.) M. P. Singh, Member
Vice Chancellor, West Bengal National University of Juridical Sciences.
3. Mr. R. N. Dutta, Member
Kolkata

Dr. S. C. Mukhopadhyay, Registrar, WBNUJS was also present as Ex-Officio Secretary to the Committee.

Mr. Balai Chandra Ray, Advocate General, West Bengal, Member; Secretary to the Govt. of West Bengal, Judicial Department, Member; could not attend the meeting due to preoccupations.

The West Bengal National University of Juridical Sciences

Minutes of the 57 Meeting of the Finance Committee of WBNUJS held on 18 March 2011.

Sl. No.	Agenda Item	Resolution	Remarks/Action Taken
1.	Confirmation of the minutes of the 56 Meeting of the Finance Committee held on 23 September 2010.	<p>The meeting started by welcoming the new Treasurer of the University, Mr.Dipankar P.Gupta and other members and acknowledging with thanks the services and guidance given by the preceding Treasurer of the University and other members of the Finance Committee.</p> <p>The Minutes of the 56 meeting of the Finance Committee held on 23 September 2010 were confirmed with the following observations: Agenda Item No: 2 should read as: “The matter arises out of the 55th meeting of the Finance Committee dated 9th September 2010.</p> <p>The University has been receiving requests from Data Entry Operators, Personal Assistant to the Vice Chancellor, Library Assistants, Attendants and Driver cum Attendants to re-fix their pay bands in terms of the report of the sixth pay commission.</p> <p>In this regard the Vice Chancellor had directed the committee formed for “Career Advancement and Organisation Study” comprising of Registrar(Ex Officio),Chairperson; Professor Sudhir Krishnaswamy, Member; Dr.A.K.Poddar,Member; and Mr.S.Guha , Member Secretary(formed on the resolution of the 29th meeting of the Executive Council dated :19/4/2009 ,Agenda Item no:6) to review the applications received from the University staff and prepare a report. The Committee had subsequently invited the then Accounts Officer Mr.S.K. Basu and also the current Accounts Officer Mr.G.Pal to the meeting. Accordingly, a report was prepared and placed along with a report on financial implications.</p> <p>The Finance Committee in its meeting dated 9/9/2010 recommended the pay revision as proposed by the “Career Advancement and Organisation Study” committee in terms of the Sixth Pay Commission report of the Government of India for the following categories of employees in the University w.e.f 1/1/2006 :</p> <p>1.PA to Vice Chancellor - PB II pay band (Rs.9300-34800 with Grade Pay of Rs.4200/-).</p>	

2. (a) Attendants - who have passed Tenth standard will be placed in PB I pay band(Rs. 5200- 20200/- and Grade Pay of Rs.1800) w.e.f 1/1/2006.The following are the names of the attendants who have passed Tenth standard:

- Mr.Ali Imam Siddiqui
- Mr.Pradipto Saha
- Mr.Siddheswar Mondal
- Mr.Uttam Metya
- Mr.Sukhen Biswas
- Mr.Manik Mullick
- Mr.Dev Bhushan Prasad Nag
- Mr.Bires Bhattacharya
- Mr.Rajesh Roy

(b).Attendants who have not passed Tenth standard will be placed in the pay band of Rs.4860-20200 with a Grade Pay of Rs.1300.Subsequently they will be given two months retraining in their respective departments keeping in view the specific needs of the department with reference to multi-skilling and after satisfactory certification from the respective department/section in charge they will be placed in PB I pay band (Rs.5200-20200/- and Grade Pay of Rs.1800/-).The following are the names of attendants who have not passed Tenth standard:

- Mr.Bipul Biswas
- Mr.Santanu Dey
- Mr.Sufal Biswas
- Mr.Subrata Thakur.

3. Driver cum Attendants - PB I pay band(Rs.5200- 20200/- and Grade pay of Rs.1900/-)

In regard to the revision of pay for Data Entry Operators and Accountant the Finance Committee referred the matter to Ms.Nita Nandy,Joint Secretary, Finance Department, Government of West Bengal requesting her for a report on the applicable pay band for Data Entry Operators and Accountant in terms of the pay scales/bands given to Data Entry Operators and Accountant in (i) Government of India;(ii)Government of West Bengal and (iii) High Court of Calcutta.

The University had verbally approached Ms.Nandy regarding the matter ,she has verbally conveyed that the matter needs to be taken up by the Judicial Department, Government of West Bengal. Accordingly, the University has written to the Judicial Department, Government of West Bengal.The University has received another letter from the Data Entry Operators regarding re-fixation of their pay which was placed. A letter received from the Government of West Bengal was also placed.

RESOLUTION

The Finance Committee after deliberations recommended the pay revision as proposed by the "Career Advancement and Organisation Study" committee in terms of the Sixth Pay Commission report of the Government of India for Data Entry Operators and Accountant in the University w.e.f 1/1/2006 :

1. Accountant - PB II pay band (Rs.9300-34800 with Grade Pay of Rs.4200/-).

2.	Tender	<p>2. Data Entry Operators – PB II pay band(Rs.9300-34800 with Grade Pay of Rs.4200/-).”</p> <p>In regard to Agenda Item No:3; the Finance Committee noted that the amount of Rs.21 Lakhs has already been replenished back to the University Fund from the CLAT Account.</p> <p>The matter arises out of the 34th meeting of the Standing Committee dated : 19/9/2009. The validity of the current tenders for the following items expired on 31/12/2009; however they were given an extension for a year at the existing approved rates:</p> <ul style="list-style-type: none"> • House Keeping Services • Pest Control Services • Security Services. • Kitchen Equipment Maintenance Services.(Hostel Mess) <p>As per standard practice, the University placed advertisements in the (a.) The Statesman, Kolkata and (b). Ananda Bazar Patrika, Kolkata inviting tenders for the abovementioned services. In addition to the above services, the University also invited tenders for the sub station maintenance.</p> <p>Accordingly, the comments of the Tender Committee formed by the Vice Chancellor and the details of the tenders received for each of the above items were placed. The matter was placed in the Executive Council meeting dated 8/1/2011 and the Executive Council accepted the recommendation of the ‘Tender Committee’ w.e.f 1/1/2011 subject to recommendation of the Finance Committee.</p> <p><u>RESOLUTION</u></p> <p>The Finance Committee accepted the recommendation of the ‘Tender Committee’ w.e.f 1/1/2011.</p>	Accordingly, office letters have been issued.
3	Extra Work to be undertaken in the University auditorium	<p>The matter arises out of the 52 meeting of the Finance Committee dated 9/1/2010.</p> <p>The University received a letter from M/s.Polaris the University architectural consultant for the University auditorium in regard to extra work done by them for the completion of the auditorium before the third convocation of the University which was held during February 2009. M/s. Polaris has already done extra work of Rs. 575134/-(Approx) in the University auditorium through M/s.Curtain Centre. They also propose to do other additional extra work of Rs.702157/-. The Finance Committee had requested Mr.R.N.Dutta, Member, Executive Council to give a report of the extra work done in the auditorium and then the proposal would be</p>	

		<p>considered. The University Visiting Engineer after inspection and discussion with Mr.Rathin Dutta, Member, Executive Council has given a report along with the bill received from M/s.Curtain Centre for the extra work already done by them. The report was placed. The matter was placed in the Executive Council meeting dated 8/1/2011 and the Executive Council accepted the proposal subject to the recommendation of the Finance Committee.</p> <p><u>RESOLUTION</u></p> <p>The Finance Committee accepted the proposal in terms of the report of the University Engineer .</p> <p>The University has been receiving requests from various organizations for use of the University auditorium. In this regard the University proposes to rent out the auditorium to other organizations for academic programmes. The current rates prevailing in other auditoriums in the city are :</p> <ul style="list-style-type: none"> a. Shah Institute of Nuclear Physics Auditorium(485 seats) - Rs.40000/- for 8 hours and Rs.5000/- per hour for additional hours. b. EZCC, Salt Lake auditorium – Rs.15000/- for every 4 hours booking and a refundable security deposit of Rs7500/- for every four hours.(900 seats). c. EZCC, Salt Lake (100 Seats) – Rs.2500/- for every 4 hours and a refundable deposit of Rs.1000/- for every four hours. d. Science City Auditorium, Kolkata(2200 seats): <ul style="list-style-type: none"> i. Rs.45000/- for a booking slot of 9:00 am to 3:00pm ii. Rs.50000/- for a booking slot between 4:00pm to 10:00pm. iii. Rs.95000/- for a booking from9:00amto10:00pm(whole day) iv. Rs.60000/- for a 9:00 am to 3:00pm slot on Saturday / Sunday. v. Rs.70000/- for a 4: 00pm to 10:00pm slot on Saturday/Sunday vi. Rs.130000/- for a whole day booking on Saturday/Sunday. e. Science City Auditorium (390 seats): Rs.8000/- for every four hours and Rs.2000/- for every additional hour. f. WBSEB, R.N.Chowdhury auditorium(450 seats) : Rs.8000/- for every four hours and Rs.2000/- for every extra hour. Rs.2500/- as a refundable security deposit. g. Pollution Control Board Auditorium at Paribesh Bhavan(155 seats) - Rs.5000/- for every 8 hours on weekdays and Rs.8000/- for every 8 hours on Saturday/Sunday. Rs.1000/- as a refundable security deposit <p>The Executive Council in its meeting dated 8/1/2011 directed that the University may allow hiring of its auditorium to outsiders(educational institutes, renowned institutes, organizations, etc) for conducting academic programmes only at a charge of Rs.30000/- per day basis. The users should ensure that the auditorium is cleaned up after use and security of the equipments, etc in the auditorium should also be ensured. It also directed that the recommendation of the Finance Committee may be taken.</p>	<p>Accordingly, office orders have been issued and work for completion of the auditorium has commenced.</p>
4.	Hiring of the University Auditorium by outsiders		

		<p style="text-align: center;"><u>RESOLUTION</u></p> <p>The Finance Committee accepted the proposal for hiring of the University auditorium to outsiders (educational institutes, renowned institutes, organizations, etc) for conducting academic programmes only at a charge of Rs.30000/- per day basis(8 Hour basis). The users should ensure that the auditorium is cleaned up after use and security of the equipments, etc in the auditorium should also be ensured. In regard to cleaning and proper maintenance of the auditorium by the outside users the Finance Committee directed that the University should charge a refundable deposit of Rs.5000/- from its users which may be refunded back to them subject to fulfillment of the terms and conditions imposed by the University.</p>	<p>The matter will be processed accordingly .</p>
5.	<p>Proposal for release of enhanced Dearness Allowance w.e.f.01.07.2010</p>	<p>The Government of India ,Ministry of Finance, Department of Expenditure in their O.M.No.1(6)/2010-E-II(B) dated,New Delhi,the 22nd September 2010 have announced for the release of another installment of Dearness Allowance to all Central Government Employees raising its existing rate from 35% to 45% and that will take effect from July,2010.In the event of its approval for release of enhanced rate(45%)of DA to all NUJS employees with retrospective effect from 01.07.10,the extra involvement of fund for payment of arrears is of Rs.1.46 Lakhs(Approximately)per month; which is accommodated in the approved budget estimates of 2010-2011 under the head, "Salaries and Allowances".The matter was placed in the Executive Council meeting dated 8/1/2011 and the Executive Council accepted the proposal subject to the recommendation of the Finance Committee.</p>	
6.	<p>Reinvestment of Matured Funds in GOI Bonds and Term Deposit</p>	<p style="text-align: center;"><u>RESOLUTION</u></p> <p>The Finance Committee accepted the proposal for enhancement of D.A. to all University employees w.e.f 1/7/2010.</p> <p>The University has to receive Rs.11,60,000(Rupees Eleven Lacs Sixty Thousand)towards maturity of NUJS G.S.Endowment Fund, Rs.12,80,000(Rupees Twelve Lacs Eighty Thousand)towards maturity of NUJS Scholarship Fund, Rs.9,00,000(Rupees Nine Lacs)towards maturity of NUJS D D Basu Lecture Fund, Rs.3,00,000(Rupees Three Lacs)towards maturity of NUJS NRMM Endowment Fund, Rs.3,00,000(Rupees Three Lacs)towards maturity of NUJS K C Basu Lecture Fund during the month of January 2011 from RBI and Rs.1,03,07,718(Rupees One Crore Three Lacs Seven Thousand Seven Hundred Eighteen)towards maturity of NUJS Campus Development Fund from Corporation</p>	<p>Accordingly, the matter has been processed.</p>

7.	Request of Mr.N.Dam ,Campus Supervisor for enhancement of pay as per the sixth pay commission report.	<p>bank, NUJS br. on 06.01.2011.</p> <p>It is proposed that all the matured amount may be reinvested.</p> <p>The matter was placed in the Executive Council meeting dated 8/1/2011 and the Executive Council referred the proposal to the Finance Committee with the direction that University should explore the possibility of re-investment of the matured amounts at around 9% or higher as per prevailing market rates.</p> <p><u>RESOLUTION</u></p> <p>The Finance Committee noted that the University has already invested most of the amounts at 9% and a single investment has been made at 9.25% interest. It directed the University in view of a proposal received from Allahabad Bank of 10.25% , to review all its recently made investments and also future investments after obtaining comparative rates from nationalized banks. The University should do all reinvestments at the best interest rates obtained from nationalized banks.</p> <p>The University has received an application from Mr.N.Dam, Campus Supervisor requesting for up gradation of his pay band to Rs.7450-11500 from Rs.6500- 200-10500 in PB-2 pay band of Rs.9300- 34800 (with a Grade Pay of Rs.4600/-).Mr.Dam is currently placed in Rs.6500-200-10500 scale in PB -2 pay band of Rs.9300-34800(with a Grade Pay of Rs.4600/-)Shri N.Dam was originally appointed as an Office Assistant on adhoc basis from 29/5/2000 and then appointed as a Technical Assistant in the pay scale of Rs.5500-175-9000 w.e.f. 1/4/2003.Subsequently, the University created a post of Campus Supervisor in the pay scale of Rs.6500-200-10500(pre revised). Mr. Dam was accordingly appointed as a Campus Supervisor w.e.f 18/9/2006.Mr.Dam was placed in the Pay Band of Rs.9300- 34800 (with a Grade Pay of Rs.4200/-).Subsequently, Mr.Dam wrote to the University requesting for a higher grade pay on the basis of functional aspects i.e . higher responsibilities. Accordingly, Mr.Dam was given higher grade pay of Rs.4600/- as per the resolution of the Finance Committee and Standing Committee on 9/1/2010.Mr.Dam's report was referred to the Career Advancement Scheme Committee(CAS) comprising of the Registrar, Prof.Sudhir Krishnaswamy ,Dr.A.K.Poddar and Mr.S.Guha. The committee also invited the University Visiting Engineer ,Mr.B.K.Guha Roy and Mr.G.Pal ,the Accounts Officer to the meeting. Accordingly, their report was placed.The University proposes to fix the pay of Mr.N.Dam in the pay of Rs.7450-11500 from his current pay of Rs.6500-200-10500 in PB2 pay band of Rs.9300-34800.The matter was placed in the Executive Council meeting dated 8/1/2011 and the Executive Council accepted the proposal subject to the recommendation of the</p>	As directed ,investments are being reviewed accordingly.
----	---	--	--

		<p>Finance Committee.</p> <p>RESOLUTION The Finance Committee accepted the proposal of the "Career Advancement Scheme" committee for fixing the pay of Mr.N.Dam in the pay of Rs.7450-11500 from his current pay of Rs.6500-200-105000 in PB2 pay band of Rs.9300-34800 without precedent;w.e.f.1/1/2006.</p>	Office orders have accordingly been issued.
8.	Request of Library Assistants for their enhancement of pay .	<p>The University has been receiving requests from the Library Assistants for enhancement of their pay from PB 1 pay of Rs. 5200-20200 with GP of Rs.2400/- to PB2 pay of Rs.9300-43800 with a GP of Rs. 4200/-.Subsequently, their applications were placed in a committee formed by the Vice Chancellor consisting of Dr.A.K.Poddar,Dr.V.K.Thomas and Mr.S.Guha. Their report was placed.The University proposes to fix the pay of the existing Library Assistants in PB2 pay of Rs.9300- 34800 with a GP of Rs.4200/- similar to the pay fixation of the Data Entry Operators in the University. The matter was placed in the Executive Council meeting dated 8/1/2011 and the Executive Council accepted the proposal subject to the recommendation of the Finance Committee.</p>	
9.	Report on National Knowledge Network(NKN)	<p>RESOLUTION The Finance Committee accepted the pay revision as proposed by the committee for Library Assistants in the University w.e.f 1/1/2006 :</p> <ol style="list-style-type: none"> Library Assistants - PB II pay band (Rs.9300-34800 with Grade Pay of Rs.4200/-). <p>The University has received a proposal from the Joint Secretary ,Ministry of HRD, regarding connectivity to NKN(National Knowledge Network)with the aim of fostering e-connection to tap educational resources. If implemented the University might benefit to a large extent by sharing e-data and expertise of other institutions of National and International repute. The University will have to pay Rs.50 to Rs.60 Lakhs(Approx) for this connectivity. The Academic Council has accepted the proposal. The matter was placed in the Executive Council meeting dated 8/1/2011 and the Executive Council referred the matter to the Finance Committee .</p> <p>RESOLUTION</p> <p>The Finance Committee accepted the proposal in principle and directed that the University should form a committee consisting of Dr.S.C.Mukhopadhyay,Registrar and Dr.V.K.Thomas, University Librarian. The Finance Committee requested the committee to prepare a report in regard to the proposal received from National Knowledge Network vis a vis the work being done by M/s.Ernet India in regard to the University Campus networking.</p>	Office orders have accordingly been issued. No meeting has taken placesince M/s.ERNET(I) LTD is yet to put up the entire system.

10.	Enhancement of Gratuity Ceiling from Rs.3.5 Lakhs to Rs.10 Lakhs	<p>Pension and group schemes Dept. of LIC has sent a letter received in our office on 4th January 2011 with regard to enhancement of gratuity from Rs.3.5 Lakhs to Rs.10 Lakhs .The matter was placed in the Executive Council meeting dated 8/1/2011 and the Executive Council accepted the proposal subject to the recommendation of the Finance Committee.</p> <p><u>RESOLUTION</u></p> <p>The Finance Committee noted that the University will have to pay a premium of Rs.32.65 Lakhs(Approx) for implementing the proposal of enhancement of gratuity from Rs.3.5. Lakhs to Rs. 10 Lakhs .In this regard it directed that the University should take the following steps:</p> <ol style="list-style-type: none"> Request LIC to revise/subsidise the premium charged in terms of an educational organisation(non profit making). Request LIC for allowing the University to make the payment in instalments without interest. The University should also write to all the Law Universities and State Universities inquiring about the system of gratuity being paid by them to their employees. 	The University has written to the Life Insurance Corporation of India and to other Universities. Replies from other Universities are awaited.
11.	Tender renewal and advertisement	<p>The validity of the current tenders for the following items has expired on 31/1/2011:</p> <ol style="list-style-type: none"> General Order Supply Printing and Binding Photocopy Services. Computer Maintenance Services. <p>The University has renewed the contracts for a further period of six months under the same terms and conditions and as per standard practice, the University proposes to place an advertisement in the (a.) The Statesman, Kolkata and (b). Ananda Bazar Patrika, Kolkata inviting tenders for the abovementioned services. The University may also place the advertisement on the University website.</p> <p><u>RESOLUTION</u></p> <p>The Finance Committee accepted the proposal for renewal of the existing tenders subsequent to their respective date of expiry for a further period of six months.It also directed the University to place the advertisement for fresh tenders as proposed.</p>	Accordingly, the University has placed advertisement -nt inviting fresh tenders.

<u>ADDITIONAL AGENDA</u>	
AA1	<p>Reinvestment of Matured Funds in Term Deposit</p> <p>The University has to receive Rs.20,00,000.00(Rupees Twenty lakhs only)towards maturity of WBNUJS Campus Development Fund ,Rs.1,60,00,000.00(Rupees One Crore Sixty Lakhs only)towards maturity of WBNUJS Depreciation Fund during the month of March 2011 from State Bank of India, Manicktolla Branch, Rs.75000.00(Rupees Seventy Five thousand only)towards maturity of WBNUJS Gold Medal Fund from GOI Bond during the month of April 2011. It is proposed that all matured amount may be reinvested.</p> <p><u>RESOLUTION</u></p> <p>The Finance Committee noted that the University has already invested some earlier matured amounts at 9% and a single investment at 9.25% interest. It directed the University in view of a proposal received from Allahabad Bank of 10.25% , to review all its recently made investments and also future investments after obtaining comparative rates from nationalized banks. The University should do all reinvestments at the best interest rates obtained from nationalized banks.</p>
AA2	<p>Reinvestment of Matured Fund in GOI Bond.</p> <p>The University has to receive Rs.1.09,35000.00(Rupees One Crore nine lakhs thirty five thousand only)towards maturity of GOI Bond for WBNUJS Ford Chair on Human Rights and Citizenship Studies fund during the month of April 2011(13/4/2011) from ICICI Bank It is proposed that the matured amount may be reinvested.</p> <p><u>RESOLUTION</u></p> <p>The Finance Committee noted that the University has already invested some earlier matured amounts at 9% and a single investment at 9.25% interest. It directed the University in view of a proposal received from Allahabad Bank of 10.25% , to review all its recently made investments and also future investments after obtaining comparative rates from nationalized banks. The University should do all reinvestments at the best interest rates obtained from nationalized banks.</p>
	<p>As directed ,investments are being reviewed accordingly.</p> <p>Some investment with M/s.Allahabad Bank was done at 9.25% as the amount was below 5 crores. No TDS to be deducted ensured.</p>

Agenda item No.2

Enhancement of Gratuity Ceiling from Rs.3.5 Lacs to 10 Lacs

Pension and Group Schemes Dept of LIC has submitted the revised gratuity liability taking into account the increase in gratuity ceiling from the existing 3.5 lacs to 10 lacs. The total liability for the current year comes to Rs.3262473 as per letter of LIC vide No. KMDO-I/P&GS/Gratuity/Gr-B dated 27.05.2011 (Annexure 2 A). The amount would be paid in 5 yearly installments.

Submitted for directions.

Reg 1/6
01/6/11

Annexure - 2A



**PENSION AND GROUP SCHEMES DEPT,
KMDO-I, 16, C R Avenue, KOLKATA- 700 072**

E-MAIL: licpgscd@cal2.vsnl.net.in, TEL: 033-2212-6151 / 9775, FAX: 2212-6027

Ref. KMDO-I/P&GS/Gratuity/Gr-B

Date: 27.05.2011

The Trustees
The W. B. National University of Juridical Sciences
Employees' Gratuity Fund,
"Dr. Ambedkar Bhavan"
12, LB Block, Sector-III
Salt Lake City
Kolkata-700 091

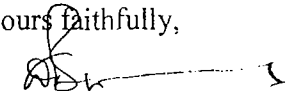
Dear Sirs,
Re: Master Policy no. GGCA-212797


In response to your letter dated 23/03/2011 regarding above kindly note that:

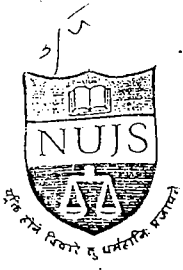
- 1) From the employee data submitted by you for the annual renewal date 01/01/2011 we observed that the average monthly salary was increased by 19.53 % compared to the last year i.e. 01/01/2010. As a valuer of your scheme we thought justified to use the rate of salary escalation as 5.9 %. On that basis we calculated the liability. For accrued gratuity of Rs. 1.10 Cr, the liability or desired level of funding (i.e. present value of past service gratuity) came to Rs. 68.03 Lac.
- 2) This year we calculated liability taking gratuity ceiling as 10 lacs. So in the last year for members whose gratuity was restricted to Rs. 3.5 Lacs this year it crosses 3.5 Lacs barrier and extended to Rs. 10 Lacs. As a result total liability increased.
- 3) In case of difficulty you may reallocate total liability for this year into 5 yearly instalments by just dividing it by 5 i.e. $Rs. \frac{3262473}{5} = 652495.00$. So you have to pay 652495/- this year. Next year total liability will be divided by 4 and so on. Definitely total liability in the next year will not be as huge as the current year figure. Simply because the current year figure was jumped in this year due to enhance of gratuity ceiling from 3.5 Lacs to 10 Lacs.

Thank you.

Yours faithfully,


Divisional Manager (P&GS)

A.O.
for discussion
& views.

31/5/11



West Bengal National University of Juridical Sciences
'Dr. Ambedkar Bhavan' 12 LB Block, Sector III, Salt Lake, Kolkata - 700098
Phone : 2335-0534/7379/0765 • Fax : 2335-7422/0511

Dr. Surajit C. Mukhopadhyay
Registrar

To

The Manager (P &GS)
Life Insurance Corporation of India
Kolkata Divisional office – P & GS Unit
Pension and Group Scheme Department
8th Floor, P & GS Dept, Jeevan Prakash
16 C.R. Avenue, Kolkata – 700 072

Sir,

Sub: Master Policy No GGCA/212797

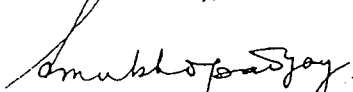
This has reference to your letter no P &GS/111226/212797 dated 18.01.2011 on the above mentioned subject and to our subsequent letter forwarding an adhoc payment of Rs. 55,000/- towards gratuity contribution for risk coverage. Your letter was put up for discussion in the appropriate forum and it was felt that a few steps need to be taken at your end for facilitation of the above.

In this regard, we would request you to revise /subsidize the gratuity contribution amount charged by you, for our University which is an Educational Institution as per the Act of West Bengal Assembly (Act –IX of 1999.)

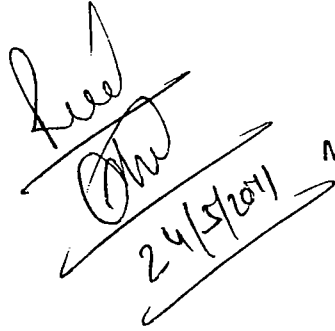
We would also request you to allow the University to make the total payment (revised) in installments without an interest component since our University is a self financed University as well as a non-profit organization.

Thanking you,

Yours faithfully,


Dr. S.C. Mukhopadhyay
Registrar

A.O. pl.



March 23, 2011

211804



पेंशन एवं सभ्य योजना विभाग

Pension and Group Schemes Department, KMDO - 1
J. P. Bldg. 16, C. R. Avenue, Kolkata - 700 072
KOLKATA DIVISIONAL OFFICE - P&GS UNIT

8TH FLOOR, P&GS Dept

Jeevan Prakash

16, C R Avenue

Kolkata

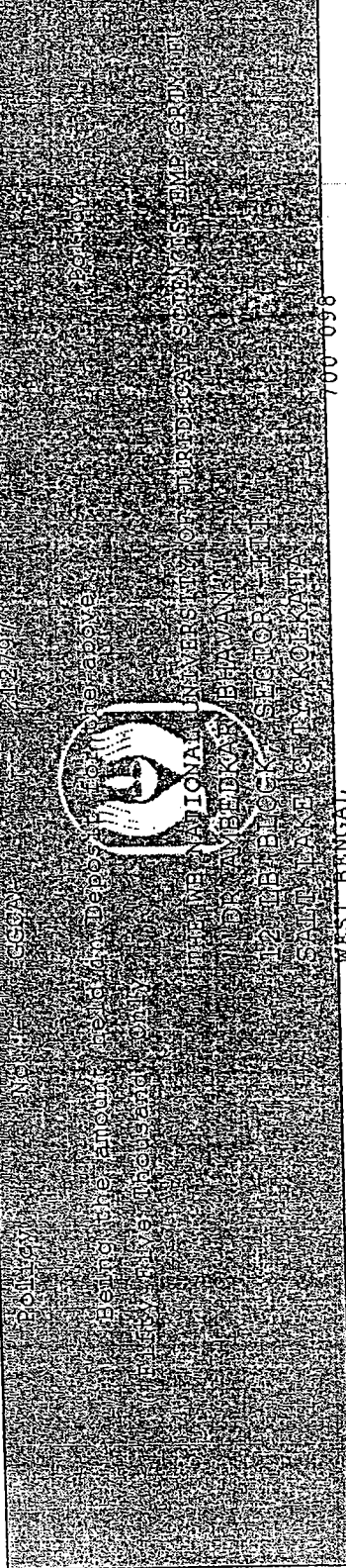
700072

DEPOSIT MEMORANDUM

55000.00 CHEQUE

No of Insts 1

THE WB NATIONAL UNIVERSITY OF JURIDICAL SCIENCES EMP GRTY FUND



चेकद्वारा प्राप्त होने पर जारी की गयी रसीद चेक की नकल/रसीद का परिशिष्टांतरण shall only be provided effective

Receipt of payment made by cheque is issued from the date of acceptance of risk)

subject to realisation of cheque

Details of Cheques Received (Subject To Realisation)
446102 27/01/2011 CORPORATION BANK KOL 55000.00

[Signature]
Signature

[Handwritten signature]
27/01/2011

247/11
25/1/11

LIFE INSURANCE CORPORATION OF INDIA
Pension and Group Schemes Department
KOLKATA DIVISIONAL OFFICE - P&GS UNIT
8TH FLOOR, P&GS Dept, Jeevan Prakash
16, C R Avenue, Kolkata
Pin Code -700072

Ref : P&GS/111226/212797/9841/RD/30/10-11
Version : 9.02:0/0

Date : 18/01/2011

Phone No: 033-2212-6561, 6151, 7382, 7413, 7723, 7622, 6068, 9775
Email : bo_g402@licindia.com

THE WEST BENGAL NATIONAL UNIVERSITY OF JURIDICAL SCIENCES EMPLOYEES'
'DR AMBEDKAR BHAVAN'
12 LB BLOCK, SECTOR -III
SALT LAKE CITY, KOLKATA
WEST BENGAL
700 098

Dear Sir/Madam,

RE: Group Gratuity Scheme of Your Employees

1	Policy no	:	212797
	ARD	:	01/01/2011
2	MEMBERSHIP DATA		
	Number Of Members	:	67
	Average age	:	36.55
	Average Monthly Salary	:	29359.16
	Average Past Service	:	5.94
3	VALUATION METHOD	:	Projected Unit Credit Method
4	ACTUARIAL ASSUMPTIONS		
	Mortality Rate	:	LIC(1994-96) ultimate
	Withdrawal Rate	:	1% to 3% depending on age
	Discount rate	:	8% p. a.
	Salary Escalation	:	5.9%
5	RESULTS OF VALUATION		
	a. PV of Past Service Benefit	:	6803287
	b. Current Service Cost	:	934094
	c. Total Service Gratuity	:	29527552
	d. Accrued Gratuity	:	11049194
	e. LCSA	:	18478358
	f. LC Premium	:	44457
	g. Service Tax @10.3%	:	4579
6	RECOMMENDED CONTRIBUTION RATE	:	
	a. Fund Value as on Renewal Date	:	4523944
	b. Additional Contribution for existing fund	:	2279343
	c. Current Service Cost	:	934094
7	Total Amount Payable (Rs) (6.b + 6.c + 5.f + 5.g)	:	3262473

Contd 2

A PdDr

25/1/11

Agenda Item No.3

Proposal for payment of Dearness Allowance at enhanced rate (51%) w.e.f. 01.01.2011

The Government of India, Ministry of Finance, Department of Expenditure in their O.M.No.1(2)/2001-E-II(B) dated New Delhi, the 24th March 2011 have announced for the release of another installment of Dearness Allowance to all Central Government Employees raising its existing rate to 45% to 51% and that will take effect from 1st January, 2011.

In the event of its approval, additional financial liability has been estimated to the tune of Rs. 1,02,457/- (Approx) per month which is accommodated in the budget estimates of FY-2011-2012 under the head, "Salaries and Allowance".(Annexure 3A)

The University proposes that for future increase in DA as and when notified by the Government of India it will implement the increase automatically and report it to the Finance Committee.

Submitted for directions.

New Delhi, the 24th March, 2011.

OFFICE MEMORANDUM

Subject: Payment of Dearness Allowance to Central Government employees - Revised Rates effective from 1.1.2011.

The undersigned is directed to refer to this Ministry's Office Memorandum No. 1 (6)/2010-E-II(B) dated 22nd September, 2010 on the subject mentioned above and to say that the President is pleased to decide that the Dearness Allowance payable to Central Government employees shall be enhanced from the existing rate of 45% to 51% with effect from 1st January, 2011. X

2 The provisions contained in paras 3, 4 and 5 of this Ministry's O.M. No. 1 (3)/2008-E-II(B) dated 29th August, 2008 shall continue to be applicable while regulating Dearness Allowance under these orders.

3 The additional instalment of Dearness Allowance payable under these orders shall be paid in cash to all Central Government employees.

4 The payment of arrears of Dearness Allowance for the months of January and February, 2011 shall not be made before the date of disbursement of salary of March, 2011.

5 These orders shall also apply to the civilian employees paid from the Defence Services Estimates and the expenditure will be chargeable to the relevant head of the Defence Services Estimates. In regard to Armed Forces personnel and Railway employees separate orders will be issued by the Ministry of Defence and Ministry of Railways, respectively.

6 In so far as the persons serving in the Indian Audit and Accounts Department are concerned, these orders issue after consultation with the Comptroller and Auditor General of India.


(Y.P. Sehgal)
Deputy Secretary to the Government of India

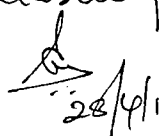
To

All Ministries/Departments of the Government of India as per standard distribution list etc.

Copy (with usual number of spare copies) to C&AG, UPSC etc. as per standard list.

As per discussion with V.C., A.O. is hereby requested to calculate total liability for 'x' above before placement in F.C. soon.

A.O. ad.


Subodh P.

28/4/11
#-28/04/11

NAME	PAY Rs	SP/AGP /GP Rs	DA	TA	Arrear (DA+TA)	Arrear till May 2011(G)	Additional Arrears(H)	Total Arrear (G+H)	Total Arrear (Rounding of)
Prof. (Dr.) M.P. Singh	75000	5000	4800		4800	24000		24000	24000
			0		0	0		0	0
			0		0	0		0	0
Prof. (Dr.) Manoj Kr. Sinha	44590	10000	3275.4	192	3467.4	17337		17337	17337
			0		0	0		0	0
			0		0	0		0	0
			0		0	0		0	0
Dr. T.V.G.N.S. Sudhakar	41720	9000	3043.2	384	3427.2	17136		17136	17136
Dr. Arup Kumar Poddar	41720	9000	3043.2	192	3235.2	16176		16176	16176
Dr. Srinivasulu N.S	0	0	0	0	0	0		0	0
Mr. Anirban Majumdar	37400	9000	2784	192	2976	11904	2632	14536	14536
			0		0	0		0	0
			0		0	0		0	0
Mr. Nandan Nawn	0	0	0	0	0	0		0	0
Ms. Ruchira Goswami	19500	7000	1590	192	1782	8910		8910	8910
Ms. Jasmine Joseph	19050	7000	1563	192	1755	8775		8775	8775
Mrs. Kavita Singh	20170	7000	1630.2	192	1822.2	9111		9111	9111
Ms. Rukmini Sen	0	0	0	0	0	0		0	0
Dr. Bikramjit De	22540	7000	1772.4	192	1964.4	9822		9822	9822
Ms. Anupama Ghosal	19810	7000	1608.6	192	1800.6	9003		9003	9003
Mr. S.A. Khan	19050	7000	1563	192	1755	8775		8775	8775
Ms. Vaneeta Patnaik	19050	6000	1503	192	1695	5085	396	5481	5481
Ms. Lovely Dasgupta	19790	6000	1547.4	192	1739.4	8697		8697	8697
Mr. Anirban Chakraborty	17610	6000	1416.6	192	1608.6	8043		8043	8043
Ms. Sujata Roy	17610	6000	1416.6	192	1608.6	8043		8043	8043
Ms. Tilottama Ray Choudhuri	17610	6000	1416.6	192	1608.6	8043		8043	8043
Mr. Shameek Sen	17610	6000	1416.6	192	1608.6	8043		8043	8043
Dr. Sandeepa Bhat B	17610	7000	1476.6	192	1668.6	8343		8343	8343
Mr. Supriya Routh	0	0	0	0	0	0		0	0
Mr. Prabhash Ranjan		0	0	0	0	0		0	0
Mr. Pritam Baruah			0	0	0	0		0	0
Mr. Sanjay Kumar	16250	6000	1335	192	1527	7635		7635	7635

Mr. Daniel Mathew	15600	6000	1296	192	1488	7440	7440	7440	7440
Mr. Saurabh Bhattacharjee	15600	6000	1296	192	1488	7440	7440	7440	7440
Ms. Chinmayi Arun	15600	6000	1296	192	1488	7440	7440	7440	7440
Ms. Pratiksha Banerjee	15600	6000	1296	192	1488	7440	7440	7440	7440
Mr. Vishwas.H. Devaiah	15600	6000	1296	192	1488	5952	546	6498	6498
Dr. Praveen Mishra	15600	6000	1296	192	1488	4464	695	5159	5159
Mr. Abhishek Mishra	15600	6000	1296	192	1488	4464	695	5159	5159
Ms. Sampa Karmakar	15600	6000	1296	192	1488	5952	992	6944	6944
Mr. Faisal Fasih	10000		0		0	0	0	0	0
Ms. Shubhashree Manna	10000				0	0	0	0	0
Dr. Surajit C Mukhopadhyay	43000	10000	3180		3180	9540		9540	9540
Mr. Gautam Pal	22320	7600	1795.2	192	1987.2	9936		9936	9936
Mr. Siddhartha Guha	18950	5400	1461	192	1653	8265		8265	8265
Mr. Tapash Bhattacharya	16230	5400	1297.8	192	1489.8	7449		7449	7449
Mr. Nabendu Dam	16200	4600	1248	96	1344	6720		6720	6720
Ms Urmil Majumdar	13610	4200	1068.6	96	1164.6	5823		5823	5823
Ms. Nurul Ansar	14710	4200	1134.6	96	1230.6	6153		6153	6153
Mr. Abhijit Nandi	14710	4200	1134.6	96	1230.6	6153		6153	6153
Mr. Dwaipayan Basu	14710	4200	1134.6	96	1230.6	6153		6153	6153
Mr. Subhendu Bhattacharya	14710	4200	1134.6	96	1230.6	6153		6153	6153
Mr. Anirban Banerjee	14710	4200	1134.6	96	1230.6	6153		6153	6153
Mr. Pinaki Saha	14710	4200	1134.6	96	1230.6	6153		6153	6153
Mr. Prithwish Saha	14710	4200	1134.6	96	1230.6	6153		6153	6153
Mr. Sovan Choudhuri	14710	4200	1134.6	96	1230.6	6153		6153	6153
Mr. Purnendu Saha	14710	4200	1134.6	96	1230.6	6153		6153	6153
Ms Nandini Das Biswas	14150	4200	1101	96	1197	5985		5985	5985
Mr. Abhijit Biswas	14150	4200	1101	96	1197	5985		5985	5985
Ms Anindita Talapatra	13610	4200	1068.6	96	1164.6	5823		5823	5823
Mr. Debodeep Roy	13610	4200	1068.6	96	1164.6	5823		5823	5823

Mr. Arunangshu Dasgupta	12090	4200	977.4	96	1073.4	5367	0	0	0	5367	0	0
			0		0	0	0	0	0	0	0	0
Ms Molly Nandi	7250	2000	555	36	591	2955	0	0	0	2955	0	2955
			0		0	0	0	0	0	0	0	0
Mr. Sambhunath Das	7150	1900	543	36	579	2895	0	0	0	2895	0	2895
Mr. Rajesh Kumar Singh	7150	1900	543	36	579	2895	0	0	0	2895	0	2895
			0		0	0	0	0	0	0	0	0
Mr. Ali Imam Siddiqui	6720	1800	511.2	36	547.2	2736	0	0	0	2736	0	2736
Mr. Bipul Biswas	6720	1800	511.2	36	547.2	2736	0	0	0	2736	0	2736
Mr. Prodipta Saha	6720	1800	511.2	36	547.2	2736	0	0	0	2736	0	2736
Mr. Santanu Dey	6720	1800	511.2	36	547.2	2736	0	0	0	2736	0	2736
Mr. Siddheswar Mondal	6720	1800	511.2	36	547.2	2736	0	0	0	2736	0	2736
Mr. Sufal Biswas	6720	1800	511.2	36	547.2	2736	0	0	0	2736	0	2736
Mr. Uttam Metya	6720	1800	511.2	36	547.2	2736	0	0	0	2736	0	2736
Mr. Sukhen Biswas	6470	1800	496.2	36	532.2	2661	0	0	0	2661	0	2661
Mr. Manik Mullick	6470	1800	496.2	36	532.2	2661	0	0	0	2661	0	2661
Mr. Dev Bhusan Prasad Nag	6470	1800	496.2	36	532.2	2661	0	0	0	2661	0	2661
Mr. Subrata Thakur	6470	1800	496.2	36	532.2	2661	0	0	0	2661	0	2661
			0		0	0	0	0	0	0	0	0
			0		0	0	0	0	0	0	0	0
Dr. V.K. Thomas	44590	10000	3275.4	192	3467.4	17337	0	0	0	17337	0	17337
			0		0	0	0	0	0	0	0	0
Ms. Tutu Mukherjee	18230	6000	1453.8	192	1645.8	8229	0	0	0	8229	0	8229
			0		0	0	0	0	0	0	0	0
Ms. Soma Dutta	14710	4200	1134.6	96	1230.6	3691.8	0	0	1484.4	5176.2	0	5176
Ms. Shrabani Ghosh	14710	4200	1134.6	96	1230.6	3691.8	0	0	1484.4	5176.2	0	5176
Mr. Dipta Sengupta	14710	4200	1134.6	96	1230.6	3691.8	0	0	1484.4	5176.2	0	5176
Ms. Shampa Kaur	14150	4200	1101	96	1197	3591	0	0	1484.4	5075.4	0	5075
Mr. Premananda Mukherjee	13610	4200	1068.6	96	1164.6	3493.8	0	0	1483.2	4977	0	4977
Mr. Ashim Kundu	12090	4200	977.4	96	1073.4	3220.2	0	0	1381.2	4601.4	0	4601
			0		0	0	0	0	0	0	0	0
			0		0	0	0	0	0	0	0	0
Mr. Bires Bhattacharya	6720	1800	511.2	36	547.2	2736	0	0	0	2736	0	2736
Mr. Rajesh Roy	6220	1800	481.2	36	517.2	2586	0	0	0	2586	0	2586
Grand Total					102457	476375.4			14758	491133		491132

Jan'11				Additional Arrear			
Mr. Anirban Majumdar	32333	8333	2439.96	192	2631.96		
Mr. Vishwas.H. Devaliah	5720	2200	475.2	70	545.6		
Ms. Sampa Karmakar	10400	4000	864	128	992		
Feb'11					0		
Ms. Vaneeta Patnaik	4445	1400	350.7	45	395.5		
Dr. Praveen Mishra	7280	2800	604.8	90	694.4		
Mr. Abhishek Mishra	7280	2800	604.8	90	694.4		
Jan'11-Feb'11					0		
Ms. Soma Dutta	8370	2400	646.2	96	742.2	1484.4	
Ms. Shrabani Ghosh	8370	2400	646.2	96	742.2	1484.4	
Mr. Dipta Sengupta	8370	2400	646.2	96	742.2	1484.4	
Ms. Shampa Kaur	8370	2400	646.2	96	742.2	1484.4	
Mr. Premananda Mukherjee	8360	2400	645.6	96	741.6	1483.2	
Mr. Ashim Kundu	7510	2400	594.6	96	690.6	1381.2	

Agenda item No.4

Reinvestment of Matured Funds in Term Deposits

The University has received Rs.2,00,00,000.00 (Rupees Two Crore only) towards maturity of WBNUJS Depreciation Fund, Rs.50,000.00 (Rupees Fifty Thousand only) towards maturity of WBNUJS Gold Medal Fund-Gopal Subramaniam on 08.06.2011 from GOI Bonds which are invested in Syndicate Bank, Salt Lake branch for a period of 440 days @9.75% w.e.f 08.06.2011 in the names of WBNUJS Depreciation Fund(T.D. No.95984580000115/1) of Rs.2,00,00,000.00 and WBNUJS Gold Medal Fund G.S (T.D. No.95984050072820/1 of Rs.50,000.00

Submitted for directions.