

**Centre for Industrial Consultancy and Sponsored Research  
S V National Institute of Technology, Surat**

No. Dean (R & C) /ICSR(5<sup>th</sup>)/38/2019-20

Date: 06<sup>th</sup> May, 2019

Minutes of the 5<sup>th</sup> Meeting of the ICSR Board held on 26<sup>th</sup> April 2019 at Institute Conference Hall. Following members were present at the meeting.

SN	Name	Designation
1	Prof S R Gandhi	Director, Chairman ICSRB
2	Dr. K. D. Yadav	I/c. Registrar
3	Dr. A. A. Shaikh	Dean (R & C), Member
4	Dr. P. V. Timbadia	Prof. I/c. (Finance & Accounts)
5	Dr. S. A. Vasawala	Head (AMD), Member
6	Dr. S M Yadav	Head (CED), Member
7	Dr U. D. Dalal	I/c. Head (ECED), Member (I/c. Dean F/W)
8	Dr B. Z. Dholakia	Head, ACD, Member
9	Dr S N Sharma	Head, EED, Member
10	Dr Chetan M. Patel	I/c. Head (ChED), Member
11	Dr M. A. Zaveri	Head (CoEd), Member
12	Dr Shailendra kumar	Head (MED), Member
13	Dr A. K. Rai	Head (APD), Member
14	Dr H P Bulsara	Head (AMHD), Member
15	Dr. J. N. Patel	Dean (Alumni)
16	Dr. J. Banerjee	Dean (Academic)
17	Dr. V. H. Pradhan	Dean (S/W)
18	Dr. Anandita Chaudhry	Asso. Dean (Acad)
19	Dr. A. K. Desai	Special Invitee Member (AMD)
20	Dr. S. A. Channiwala	Special Invitee Member (MED)
21	Dr Jigisha Parikh	Asso. Dean (R&C) & Member Secretary of ICSRB

Following are the minutes of the 5<sup>th</sup> meeting :

**Item No. 1** To confirm the minutes of Fourth ICSRB Meeting

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**Reso. No. 1** The minutes of fourth ICSRB meeting held on 9th March, 2018, was circulated in this meeting and no comments have been received. It is therefore resolved to confirm the same.

**Item No. 2** To discuss & resolve change of registration for two nos. Projects (registered under code 4/242 & 4/244 as research projects) as consultancy projects received by Dr. Satyajit Patel (AMD) from Essar Steel Ltd.

**Reso. No. 2** It was unanimously resolved to change the registration as Consultancy Projects two nos. Projects (registered under code 4/242 & 4/244 as research projects) as consultancy projects received by Dr. Satyajit Patel (AMD) from Essar Steel Ltd.

**Item No. 3** To discuss & approve modification and further adoption in the Annual Report format for (Point no. 8.1 (Raw 5) Testing/ Consultancy receipt.

**Reso. No. 3** It was unanimously resolved to modify and adopt the changes for Point no. 8.1, Raw no. 5 of Annual Report as mentioned below;

Statement	Details
As mentioned previously in Annual Report up to F.Y. 2015-16	Testing/Consultancy 50% of receipt
As mentioned in Annual Report for F.Y. 2016-17	Testing/Consultancy 18.5%/12% of receipt respectively
For Adoption in Annual Report for F.Y. 2017-18	Testing/Consultancy/ Research Project (Overhead) 18.5%/12%/50% of receipt respectively
For Adoption in Annual Report from F.Y. 2018-19 onwards	Testing/Consultancy/ Research Project (Overhead) 22.5%/16%/40% of receipt respectively

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**Item No. 4** To adopt the guidelines for utilization of interest accrued on non-recurring/recurring grant released by funding agency for Research Projects as per GFR Rule 230(8).

**Reso. No. 4** It was unanimously resolved to adopt GFR Rule 230(8) for interest earning in research projects received from any govt. organisation or govt. funding agency as stated below;

“All interest and other earnings against Grants in aid or advances (other than reimbursement) released to any Grantee institution should be mandatorily remitted to the Consolidated Fund of India immediately after finalization of the accounts. Such advances should not be allowed to be adjusted against future releases. “

This is subject to terms & condition of funding agency of the respective project.

**Item No. 5** To discuss & approve the incidental expenses related to Consultancy projects; to be considered as non-gem items (as per Rule 154 of GFR 2017 upto Rs. 25,000/-) and claim for reimbursement should be put up within 60 days from the date of actual receipt of funds from the respective party/agency

**Reso. No. 5** It was resolved that prior approval is mandatory before incurring the incidental expenditure in Testing/Consultancy Projects. Maximum up to 20% of Department Development Fund (DDF) (subjected to DDF remains within 50% limit of respective department) can be allocated for reimbursement of such expenses in case of the payment is not received from party and same will be returned back

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to DDF a/c. as soon as the payment received from party.

**Item No. 6** To discuss & resolve about the payment of expenses related to Consultancy Projects in case consultancy charges not received from the respective party/agency instead of paying by self .

**Reso. No. 6** It was discussed and resolved that it may be reimbursed from Concerned Project consultant's or Co-Project Consultant's PUF account and same shall be credited back as soon as the payment is received from party.

**Item No 7** To discuss & resolve about the payment from PUF A/c. where amount of expenses is more than Rs. 50,000/-; direct payment be made to respective supplier/vendor instead of reimbursement of expenses

**Reso. No. 7** It was discussed and resolved that procurement of Goods for the amount more than Rs. 25,000/- should not be made on reimbursement basis. Payment will directly be made to Vendor/supplier of Goods for the amount more than Rs. 25,000/- for a single item.

**Item No 8** To discuss & resolve to release the interest for the period for which the R & C fund has been utilized as per the details given below (transfer of fund from Research & Consultancy A/c. to Director SVNIT MHRD fund A/c)

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Sr. No.	From Account (Name of A/c.)	To account	Date of transfer	Amount of Transfer	Date of Return	Utilization period (days)
1	Research & Consultancy A/c.	Director SVNIT MHRD Fund a/c.	11/10/2018	4,00,00,000	25/01/2019	106
2	Research & Consultancy A/c.	Director SVNIT MHRD Fund a/c.	25/10/2018	5,00,00,000	25/01/2019	92
3	Department Develop. Fund	Director SVNIT MHRD Fund a/c.	23/11/2018	3,00,00,000	25/01/2019	63
4	Institute Fund (R&C)	Director SVNIT MHRD Fund a/c.	23/11/2018	2,00,00,000	25/01/2019	63

Note: In order to maintain the procedure of adding the interest on quarterly basis to research project account, it should be credited from Institute Fund (General)/appropriate fund

#### Reso. No 8

It was discussed and resolved that the total amount of Rs. 9,00,00,000/- (Rs. 5,00,00,000/- + Rs. 4,00,00,000/-) mentioned as Sr. No. 1 & 2 will be transferred from Director-SVNIT a/c. to Research & Consulting account for same period for which it has been utilized by the institute.

However sr. No. 3 & 4 is related to current account hence benefit of interest could not get on that total amount of Rs. 5,00,00,000/- (Rs. 2,00,00,000/- from Institute fund (R&C) a/c. & Rs. 3,00,00,000/-

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from DDF A/c.) is pertaining to current account, hence no interest is accrued. Accordingly the transfer/earning of interest is not applicable.

**Item No 9**

To discuss & approve utilization of PUF balance for outside faculty (Other than SVNIT) to attend a summer school/conference/seminar etc. within & outside India (With ref to request received from Prof. Dr. S A Channiwala, MED to allow Dr. Digvijay Kulshreshtha-Co-PI (DRDO project), Associate Prof. of C.K. Pithawalla to attend an international summer school.

**Reso. No 9**

It was discussed at length and resolved that, fund available under contingency component of grant (with approval from funding agency) or PUF balance available from Overhead component of the same project (DRDO Project) may be utilized for attending the summer school by Dr. Digvijay Kulshreshtha (Co-PI) of DRDO Project.

**Item No. 10**

To discuss about the provision of support from SVNIT to the team of faculty involved in consultancy projects for any legal issues occurring in consultancy projects

**Reso. No. 10**

Chairman has suggested to collect information or policy as per norms from other IITs/NITS to R&C Office on the subject matter to decide further course of action.

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**Item No 11** To discuss and resolve about the specific role of DRCC members for different types of work in a particular Consultancy Project.

**Reso. No. 11** Item is differed.

**Points for noting**

**Item No. 12** Registration as a TDS deductor on GST Portal for deduction of TDS towards payment beyond Rs. 2,50,000/- (2% TDS of basic value of goods & services as specified by GST) (This will be applicable to all procurements of the Institute).

**Reso. No. 12** Noted & approved

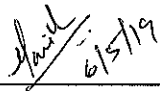
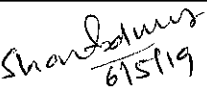
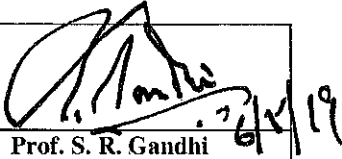
**Item No. 13** Opening a new bank account specifically for DSTSERB Projects and to be registered on PFMS for receiving funds for Research Projects as per the circular issued by SERB.

**Reso. No. 13** Noted & approved

**Item No. 14** Implementation of centralized Invoicing system for Testing & Consultancy Work from office of Dean (R&C) –Ref: mail to allstaff by dean (R&C) dated 30/03/2019...Each & every Invoice for Testing & Consultancy ought to be routed through office of Dean (R&C) in order to avoid issues related to Reconciliation, audit, tax payment, etc.

**Reso. No. 14** Noted & approved

The Chairman ICSR thanked all the members for their active participation in the meeting.

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Dr. Jigisha Parikh Asso. Dean (R&C) & Member Secretary (ICSRB)	Prof. A. A. Shaikh Dean (R & C) Member (ICSRB)	Prof. S. R. Gandhi Director & Chairman (ICSRB)