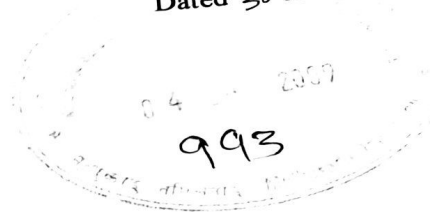


F.No.8-6/2007 NIs
Government of India
Ministry of Social Justice & Empowerment

Shastri Bhawan, New Delhi
Dated 30th June, 2009



To

The Director
National Institute for Empowerment of Persons
With Multiple Disabilities
East Coast Road, Muttukadu,
Kovalam Post, Chennai-603 112.

Sub: Minutes of the 6th meeting of Executive Council held on 12.5.2009 at NIEPMD Chennai.

Madam,

I am directed to refer to your letter No.NIEPMD/Admin (13)/6th EC/2008-09/1325 dated 21.5.2009 on the above subject and to forward herewith approved minutes of the 6th meeting of Executive Council of NIEPMD, Chennai held on 12.5.2009 at Chennai for necessary action.

Yours faithfully,

(R.P. Puri) 30/6/09

Under Secretary to the Govt. of India

noted
by
7/7/09

PA (Estt)

Do issue office orders accordingly
P.O.-A.

by
7/7/09

National Institute for Empowerment of Persons with Multiple Disabilities (NIEPMD)
(Ministry of Social Justice & Empowerment, Govt. of India)
East Coast Road, Muttukadu, Kovalam Post, Chennai - 603 112.

Minutes of Sixth Meeting of the Executive Council of NIEPMD held on 12th May 2009 at NIEPMD, Chennai.

MEMBERS PRESENT :-

Dr. Arbind Prasad, I.A.S., Jt. Secy to GOI, MSJ&E - Chairperson
Shri C Arun Kumar, Chennai - Member
Dr. (Mrs) Neeradha Chandramohan, Director, NIEPMD - Member Secretary

Smt. Reena Garg, Dy. Secretary (Finance) attended the meeting on behalf of the Financial Advisor, MSJ&E, New Delhi – member of EC.

Col. Sanjay Saran, Director NIs, MSJ&E, New Delhi and Dr D Nagaraja, Director, NIMHANS - members of EC could not attend the meeting.

The following agenda were taken up in the meeting:

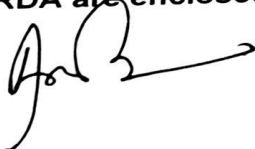
6.1. : Confirmation of the 5th EC meeting :-

The minutes of 5th meeting of the Executive Council held on 14th Nov 2008 at MSJ&E, New Delhi were read out and confirmed.

6.2 : Action Taken on minutes of 5th meeting of EC :-

6.2.1 : Accumulation of subscription on account of New Pension Scheme (Past ref : 5.8) :

The EC noted that following the instructions and orders by Ministry of Finance, GOI in regard to invest the NPS wealth and contribution with Trustee Bank (Bank of India) through Central Record Keeping Authorities and as per the advice of AG, Chennai, the NSDL & PFRDA were approached by the Institute to invest the NPS wealth/contributions every month with effect from April 2009. (Copies of GOI orders in this regard, letter from the Record Keeping Agencies viz., NSDL/PFRDA are enclosed as Annexure-I – placed below)



6.3 : Status of Staff Strength, posts lying vacant with NIEPMD :-

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The EC noted that out of the 71 sanctioned posts, 32 posts have been created in Phase-I and 39 posts have been identified under Phase-II. So far, under Phase-I, 29 regular posts have been filled up and recruitment action to fill up the posts lying vacant is under process. The EC also noted that 01 sanctioned post under Phase-I (Lecturer in Spl. Edn (DB) has been filled up since the last EC meeting. The member secretary and Director, NIEPMD apprised the council about the details of present progress of recruitment process to fill up the three vacant posts (viz., Asso Prof in Spl. Edn, Dy. Reg(Admn) & Asso Prof in Rehab Psy).

The EC also noted that to fill up all the 71 (seventy one) sanctioned posts within the XI Plan period i.e. before 2011-12 as per the instructions of EFC/Ministry, a case has been taken up by NIEPMD with MSJ&E, New Delhi vide their letter No.NIEPMD/Adm.2(4)/2006/894 dt.13 May 2009 (**enclosed as Annexure-II – placed below**) to convey approval on creating the remaining 39 sanctioned posts identified under Phase-II of recruitment programme.

Accordingly, the executive council suggested to put up the proposal on recruitment of the remaining 39 sanctioned posts under Phase-II during its meeting by the last quarter of the year 2009.

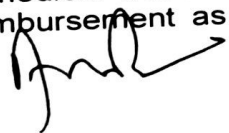
6.4 : Recognizing private hospitals for medical treatment of employees of NIEPMD:

The EC noted that in pursuance to MSJ&E, New Delhi letter No.5-4/2007-NIs dated 25th July 2008 and Central Services (Medical Attendance) Rules, 1944, reimbursement of medical expenses to the employees of NIEPMD for both hospitalization and non-hospitalization treatment at CGHS recognized hospitals and as prescribed by the AMAs are done as per the CGHS Package rates of Chennai.

In the above agenda, quoting the **Rule 2 (10) of CS (MA) Rules** * (**Enclosed as Annexure-III- placed below**) a proposal was submitted before the council to authorize some private medical practitioners/hospitals as AMA which are located in the nearby vicinity of the Institute, with clear indication that "the reimbursement will be strictly restricted as per the tariff rates (package rates) given by the CGHS and as per the CS (MA) Rules."

* (Rule 2(10) of CS (MA) Rule, 1944 - "private medical practitioners may be appointed as AMA by the HOD because of the remoteness of the area in which the patient lives and the service of a Medical Officer of the remoteness of the area in which the patient lives and the service of a MO under the employ of Central/State Govt. is not available within the radius of 16 kms. (and in case of Indian systems of medicines & Homoeopathy it is 5 kms.)

But, it was ruled out by the Council to stick to the existing procedures to obtain medical treatment from the CGHS recognized hospitals/Labs/AMAs and reimbursement as per the CGHS approved rates/relevant rules in this regard.



However, the EC approved that besides the CGHS approved list of hospitals, doctors/hospitals/pathological labs/AMAs, as per Rule 2 of CS (MA) Rules, those hospitals/labs/medical practitioners/AMAs recognized by the State Govt. of Tamil Nadu for the medical treatment of its employees and families are also approved for treatment of NIEPMD staff and their family members, restricted to the CGHS/State Govt. approved rates.

6.5 : Pension Corpus fund at NIEPMD :

The EC noted the Institute's requirement to raise and operate the Pension Corpus fund by depositing and maintaining pensionary contributions (viz., Leave Salary, Pension Contribution, Service Gratuity etc.) in respect of those employees who had served under CCS (Pension) Rules, 1972 (CS) for payment of pensionary liabilities at the time of their retirement (in such cases who are covered under the said scheme (Old Pension Scheme)).

The Director, NIEPMD apprised the council about the details of such employees, as said above. The Chairperson, EC suggested the Director to submit a detailed proposal duly enclosing the relevant rule positions, detail on number of such employees covered under CCS Pension Rules, 1972, their pensionary liabilities, amount of their pension contributions received so far/being received etc. Financial implication may also be worked out.



6.6 : Approval of fee structure for long term HRD programmes of NIEPMD during the academic year 2009-10 :

The Executive Council noted that NIEPMD is conducting three diploma level courses since last academic year and as per its commitment and the targets as envisaged in the EFC, during this ensuing academic year 2009-10, three more long term HRD courses viz., 02 Degree (graduate level) and 01 Certificate course of one year duration, is being commenced by the Institute apart from the three regular diploma level courses.

Accordingly, while approving the proposed fee structure for the following Long term HRD programmes of NIEPMD, as detailed below, the Council suggested that NIEPMD being a National Institute should explore the possibilities to conduct the Diploma Level Courses at its own instead of affiliation with Manipal University, as of being done now.

Approved Fee structure for Long Term HRD Programmes of NIEPMD during the Academic Year 2009-10

Sl. No	Course	Tuition Fee Rs.	Laboratory Fee Rs.	Students Activities / cultural / recreation Rs.	Medical Check up fee	Identity Card Fee Rs.	Handouts / material / calendar fee Rs.	Midterm / Stationery fee Rs.	Caution Deposit Rs.	Medical Insurance Rs.	Total Rs.	Examination fee
1	B.Ed., (MD)	7500	1000	1000	50	50	750	200	1000	400	11950	As per the university norms. Exam Fee will be collected from the candidates at the time of Unvi. Exams for payment to University(s)
2	B.Sc Mobility Science (BMSc.,)	7500	1000	1000	50	50	750	200	1000	400	11950	
3	D.Ed Spl Edn(Db)	5000	500	1000	50	50	500	100	1000	400	8600	
4	D.Ed Spl Edn(CP)	5000	500	1000	50	50	500	100	1000	400	8600	
5	D.Ed Spl Edn(ASD)	5000	500	1000	50	50	500	100	1000	400	8600	
6	Certificate Course in Prosthetic & Orthotic Technician.	3500	1500	1000	50	50	350	100	1000	400	7950	

6.7 : Petty Civil Works : Construction of two class rooms by CPWD, Chennai for conduct of new courses in NIEPMD :

The EC noted that to run the new HRD programmes being started during he a/y 2009-10, two class rooms of area 100 Sq. Mtr (ground floor only) to accommodate 20 students in each class is essentially required by the Institute. As it will take atleast 02 years and more the start execution and completion of new buildings for NIEPMD, to accommodate atleast 2-3 batches of Graduate Level courses, construction of two class rooms of above area was submitted before the council for approval. The EC further noted that the said developmental work is very essential and it will be utilized by the Institute in future (even after completion of entire buildings of NIEPMD), as it has been proposed to convert these class rooms as "Short Term Training Block/Study Centre for Distance Education Programmes" run by the Chennai University/NIEPMD.

Accordingly, the Preliminary Estimate (PE) amounting to Rs.19.00 lakhs for the said petty civil work (2 class rooms in a single floor of 100 Sq. Mtr with RCC structure roof) received from the CPWD, Chennai was submitted before the Council (enclosed as Annexure-IV-placed below).

The Council was of the view that the rate (Rs.19.00 lakhs) quoted by the CPWD, Chennai for construction of 100 Sq. Mtr seems to be on higher side and needs to be elucidated by the CPWD authorities. Temporary structure may be considered.


6.8 : Collection of service/user charges from the Clients of NIEPMD :

The EC noted that as followed in other National Institutes under MSJ&E and being a Policy to generate its own funds as per the commitment of NIEPMD before the Expenditure Finance Committee on sanction of funds for construction of buildings and planned expenditure for the XI Plan Period, it was proposed to collect user/service charges at nominal rates from the clients visiting the Institute.

The EC further noted that, for this purpose NIEPMD had approached all NIs under MSJ&E and as per the details collected from them (enclosed as Annexure-V-placed below), it was proposed collecting service charges from the clients/visitors/users visiting the Institute for services into three Slabs as per their Social Economic Criteria, as per the norms of ADIP :-

- Slab 1 – monthly income upto Rs.6500/- pm;
- Slab 2 – monthly income from Rs.6501-10000 pm; and
- Slab 3 – monthly income above Rs.10001/- pm

The EC noted that in case of Slab 1 (those clients whose monthly income is less than Rs.6500/-pm) NO SERVICE CHARGES is proposed except Rs.10/- at the time of Registration and Rs.5/- & Rs.1/- for re-registration of old cases and issuance of registration card.



However, the EC suggested to review the user/service charges to be brought down to be more reasonable and to levy the charges on monthly basis instead of daily basis from the clients. It was also suggested by the Council to submit the comparative statement of such charges collected by other NIs and other complete details viz., expected income per annum, usage of income such generated etc.

6.9 : Continuing subscription to GPF in respect of employees joined NIEPMD from CRC, Bhopal after technical resignation :-

The EC suggested seeking clarification from the Ministry in this regard by submitting the statement of case supported with copies of relevant orders/rules positions in this regard.

6.10 : Implementation of orders related to 6th CPC at NIEPMD – fixation of pay and grant of Grade Pay :-

The EC noted that the orders of GOI on implementation of Revised Pay Rules, 2008 (VI CPC) has been adopted in NIEPMD for fixation of pay to the regular staff members of the Institute. Accordingly, the pay fixations of the staff members on the rolls of the Institute have been carried out and approved by the Director, NIEPMD in exercising the powers delegated as per Delegation of Financial Power Rules-1972 (Rule XV Srl.82).

The EC further noted that in the RPR, 2008 the pay scales in respect of sanctioned posts of Spl. Education Teacher and Rehabilitation Officer and of Jr. Manager and Prog Assts. have been merged. In order to maintain functional hierarchy/higher responsibilities the posts carries and to cater promotional avenues for the feeding cadre posts, as per rules, it was proposed by the Institute to grant Grade Pay of Rs.4600/- to Rehab Officers and in case of the P.As from the date of completion of two years in their respective posts at NIEPMD, in the light of Part-II Section.3(i), Part-B, Section-I (ii) to GOI Gazette Notification on RPR, 2008 (**enclosed as Annexure-VI - placed below**) and as per GOI, DOPT instructions to grant promotion from the pre-revised scale of Rs.5500-9000 to Rs.6500-10500 and from Rs.6500-10500 to Rs.7450-11500 which have now been merged in to single scale with equal Grade Pays under PB2 Scale of Rs.4200/-, Rs.4600/- and Rs.4800/-.

In this connection the EC clarified that since grant of Grade Pay, fixation of pay as per Revised Pay Rules, 2008 etc., are to be carried out within the laid down rules, procedures and instructions in this regard and within the delegated powers of the Director, as said above, the EC has noted down the agenda for its information.

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6.11 : Approval of expenditure on account of "Foundation Stone Laying Ceremony of new buildings of NIEPMD on 28th Feb 2009 :-

The EC approved the actual expenditure of **Rs.6,17,212/- (Rupees six lakhs seventeen thousand two hundred and twelve only)**, as per details below, incurred on account of foundation stone laying ceremony of NIEPMD building which was held on 28th Feb 2009 at NIEPMD Campus.

Sl.No	Item (s)/Head(s) of expenditure	Amount(Rs)
1	Media & Publicity: (This includes Welcome banners, big hoarding, stage banner, press meet, invitations etc)	84,829
2	Physical Arrangement: (includes leveling & cleaning of places for erecting stage & seating arrangements, car parking, expenses of boomi Pooja, engagement of Standby Generator, purchase of flower pots, acrylic sheets, making of foundation stone, temporary approach road to stage. etc) Expenses on stage: (includes setting up of stage(erection), shawls, bouquet, folder & pens, tissue papers, air fresheners, cookies, water, tray for all dignitaries on Dias, fire station, standby generator etc., Since NIEPMD is based on loose soil the stage was constructed with MS Pipe (40 X 60) and the work is handed over to CPWD) it also includes carving works, shamiana, Entrance Arch, Side wall, carpet, plastic chair, VIP chairs, PA system, transport etc. (hiring of cars for VIPs)	4,61,885
4	Food & other Miscellaneous expenses: (for 1000 persons) (includes food for VIP's, parents, water arrangement, temporary hand wash, cool drinks, tea, snacks etc)	70,498
	Total	6,17,212.00

The EC further noted that on approval of the expenditure of above amount, NIEPMD will take up a case with the Ministry to grant/recoup the above amount, as this expense has been met out from the planned budget of the Institute.

6.12 : Conduct of National Seminar on CBR (Community Based Rehabilitation) by NIEPMD :-

The proposal of the Institute to conduct a two days National Seminar on CBR at Chennai with the theme "Comprehensive Service Model for rehabilitating persons with Multiple Disabilities at grass root level" is not considered by the EC.

In turn, the EC suggested the Director to put up detailed justification, vis-à-vis comparative details on expenditures, outcome of such programmes, etc., conducted in past by the Institute, while submitting such agenda items, in future.

6.13 : Research and Development Activities at NIEPMD :-

The EC noted that NIEPMD caters services to persons with Multiple Disabilities such as persons with deaf blindness, and other combination of Autism, Visual Impairment, Mental Retardation, Cerebral Palsy and associated conditions. Persons with MD not only need medical attention and assistive devices, but a variety of inputs to make their lives bloom and make them functionally as independent as possible. In order to have a depth in knowledge about these newly emerging fields, there is a need for regular ongoing research.

As such, the areas that need to be explored in the field of MD are drafted into 9 project proposals by various departments of NIEPMD and got approved by the Academic Committee of the Institute (the details of the Academic Committee & its formation as approved by the EC is appended as Annexure-VII-placed below). Out of the nine project proposals, 4(four) proposals pertaining to the direct needs of persons with MD were proposed to be taken up during the current financial year at an approximate cost of Rs.26,62,500/-, as per details below:-

S No	Name of the Project	Approx Expenditure
1	A study of the biochemical, genetic and neuro-diagnostic profile of persons with multiple disabilities	Rs.7,42,500/-
2	Development of functional assessment tool for school age children with multiple disabilities (cerebral palsy + mental retardation)	Rs.10,20,000/-
3	Survey of service provision and assessed needs of people with multiple disabilities- in India	Rs.4,50,000/-
4	Analysis of sleep patterns in children with multiple disabilities and its impact in day-today functioning	Rs.4,50,000/-
	Total	Rs.26,62,500/-

Accordingly, the EC asked for details on the above proposal to carry out four research projects during this financial year. The agenda item was deferred.

6.14 : Provision of stand by Generator at NIEPMD by CPWD, Chennai :-

The EC noted that due to frequent power failure/regular power cuts, a standby generator is very much essential for the Institute. However, provision of DG set was not included in the estimates submitted for construction of buildings for the Institute, which was approved by the EFC. The EC noted that the proposed procurement of new DG set through CPWD, Chennai with a capacity of 125 KVA will be appropriate to cover the proposed new buildings areas of NIEPMD (service programming & administrative block and Special Education Centre) and can be shifted/utilized once the construction of new buildings are over. Till date the DG set will be utilized by the Institute in the existing service building.

Accordingly, the EC approved procurement of a new DG Set of 125 KVA Capacity at an estimated cost of Rs.14.91 lakhs (Rupees fourteen lakhs ninety one thousand only) through CPWD, Chennai as per the Preliminary Estimates received from the EE (Electrical), CPWD, Chennai in this regard (enclosed as Annexure-VIII-placed below)

While approving procurement of the DG set through the CPWD, Chennai, as above, the Council asked the Director to work out the details of recurring expenditure involved including fuel, staffing, repairs and maintenance etc., in running the DG set and to submit the same to the council/chairperson for perusal/approval.

Am

6.15 : Setting up of NIEPMD extension services for persons with Multiple Disabilities :-

The EC noted the proposal of NIEPMD to implement the objective of the Institute to reach the un-reached through extension services by setting up of extension centres in the states of Tamil Nadu, Andhra Pradesh, Haryana and North East (Tripura),

On the above proposal the EC suggested that NIEPMD should explore the possibilities to tie up with other NIs, CRCs etc., in this regard.

6.16 : Printing of News Letter of NIEPMD " Empower" :-

The EC noted the proposal of the Institute to publish its half-yearly News Letter titled "Empower" with the objective to disseminate information about the major activities undertaken by us as well as throughout the world for empowerment of persons with multiple disabilities, various service delivery models, innovative ideas, latest developments in the field of rehabilitation, details of latest aids and appliances available, achievements, events and success stories of the Clients. Complete Coverage of forth coming programmes, to be undertaken by the Institute will be published in the newsletter and distributed to the Rehabilitation Professionals, NGOs, National and International Organizations, Universities and other Govt. departments working in the field of Rehabilitation.

The EC suggested that to begin with the News Letter may be published on half yearly basis as proposed and to make it more popular by publishing articles/research papers published by Scientists/Professionals and specialists in the field of Rehabilitation, success stories by clients, parents, details on various Govt. schemes for persons with disabilities etc., to make it as a "research journal" in future. The EC also suggested to mention "published by NIEPMD" instead of "a news letter from NIEPMD" and to delete the sentence "for private circulation" at the cover page

6.17 : Grant of Dynamic Assured Career Progression (DACP) for Doctors at NIEPMD :-

The EC suggested seeking clarification from the Ministry in this regard by submitting the statement of case supported with copies of relevant orders/rules positions.

6.18 : Grant of higher basic pay in the pre-revised scale, as applicable to Engineers having Degree as qualification for the post :-

The EC suggested seeking clarification from the Ministry in this regard by submitting the statement of case supported with copies of relevant orders/rules positions.

6.19 : Conduct of National Workshop on UNCRPD :-

The proposal of the Institute to conduct a two days National Workshop on UNCRPD is not considered by the EC.

In turn, the EC suggested the Director to put up detailed justification, vis-à-vis comparative details on expenditures, outcome of such workshop(s), etc., conducted in past by the Institute, while submitting such agenda items, in future. The EC also suggested to find out the possibility of conducting two workshops at different regions (say one each in North & South India).

6.20 : Annual Accounts for the year 2007-08 in respect of NIEPMD :-

The annual accounts, audited report, audit certificate and certified accounts of the Institute for the year 2007-08, received from the PAG, Tamil Nadu, Chennai was submitted before the EC.

While approving the same to submit before the GC, the council suggested to prepare the Annual Budget Plan for the ensuing financial year 2009-10, duly incorporating the details of income/receipts on various heads, balance of amount held etc., and to get it approved by the EC. Accordingly, the Annual Budget Estimate (Plan) for the year 2009-10 for Rs.1415.00 lakhs (including capital assets for permanent buildings of Rs.1060.00) is approved by EC. Once if it is approved by EC, the Annual Plan can be put up to the GC for its approval. The EC advised to follow this procedure every year while submitting the Annual Budget Plan of the Institute.


Other issues discussed with the permission of chair:-

(a) The Chairperson desired that, in future, all necessary supporting documents viz., copies of orders, rules, instructions, calculations, justifications, comparative statements, etc., in support of the Agenda items submitted before the council should be incorporated in the agenda notes itself and should not be kept in a separate folder/file, as being practiced now.

- The Member Secretary & Director, NIEPMD assured that, in future the agenda notes will be submitted to the Chairperson and members, as desired above ;

and
- while submitting any proposal regarding conduct of workshops/seminar/programmes etc., the detailed justification, vis-à-vis comparative details on expenditures, outcome of such programmes conducted in past by the Institute will also be submitted before the Council.

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The meeting ended with vote of thanks by the Director to the Chair Person and members of the Council.


29/6/09.
