## PANDIT JAWAHARLAL NEHRU COLLEGE OF AGRICULTURE (KARAIKAL) SOCIETY

### XLIII (43<sup>rd</sup>) MEETING OF THE GOVERNING BODY

(BOARD OF GOVERNORS)



Date: 23.02.2015 Time: 03.00 pm



### **AGENDA NOTES**



Government of Puducherry

# PANDIT JAWAHARLAL NEHRU COLLEGE OF AGRICULTURE AND RESEARCH INSTITUTE, KARAIKAL

(A Government of Puducherry Institution affiliated to TNAU, Coimbatore)

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#### **CONTENTS**

Agenda item No.	Particulars	Page No.
1.	TO CONFIRM THE MINUTES OF THE XLII (42nd) MEETING OF THE GOVERNING BODY	1
2.	TO REVIEW THE ACTION TAKEN ON THE MINUTES OF THE XLII (42nd) MEETING OF THE GOVERNING BODY	2
NEW AGEN	DA PLACED FOR 43 <sup>rd</sup> GOVERNING BODY MEETING	L
3.	TO CONSIDER AND APPROVE THE RE-COMPOSITION OF RECRUITMENT COMMITTEE FOR THE POST OF DEAN	3
4.	TO CONSIDER AND APPROVE THE ESTABLISHMENT OF EXTENSION CENTRE OF FRAGRANCE AND FLAVOR DEVELOPMENT CENTRE (FFDC) AT PAJANCOA & RI, KARAIKAL	7
5.	TO AUTHORIZE THE DEAN TO SIGN THE DOCUMENTS OF GOVERNMENT FUNDING AGENCIES ON BEHALF OF THE SOCIETY	8
6.	TO APPRAISE THE GOVERNING BODY ABOUT THE SANCTIONING OF CENTRES/ SCHEMES BY ICAR/ IMD	9
7.	TO CONSIDER AND RATIFY THE APPOINTMENT OF STATUTORY AUDITOR FOR THE FINANCIAL YEAR 2013-2014	10
8.	TO CONSIDER AND APPROVE THE AUDITED ANNUAL FINANCIAL STATEMENT OF ACCOUNTS FOR THE YEAR ENDING 31 <sup>ST</sup> MARCH, 2014	11
9.	TO CONSIDER AND RATIFY THE APPOINTMENT OF INTERNAL AUDITOR FOR THE FINANCIAL YEAR 2014-2015	12
10.	TO CONSIDER AND RATIFY OPENING OF SEPARATE SB ACCOUNT FOR SCSP PLAN SCHEME AND EXPENDITURE INCURRED TOWARDS CREATION / STRENGTHENING OF INFRA-STRUCTURAL FACILITIES CARRIED OUT UTILIZING SCSP GRANTS-IN-AID	13
11.	ANY OTHER ITEMS	16

#### **AGENDA ITEM NO. 1**:

#### To confirm the minutes of the XLII (42<sup>nd</sup>) meeting of the Governing Body

The minutes of the XLII (42<sup>nd</sup>) meeting of the Governing Body held on 04.11.2014 was circulated among the members by the Dean - cum –Member Secretary vide D.O. letter No. Dean/ PJN/2324/42<sup>nd</sup> GB/Minutes/20114-15 dated 25.11.2014.

No comments were received from the members. Hence, the Governing Body is requested to confirm the enclosed minutes of the XLII (42<sup>nd</sup>) meeting.

#### **AGENDA ITEM NO. 2:**

## To review the action taken on the minutes of the XLII (42<sup>nd</sup>) meeting of the Governing Body

**2.1 AGENDA ITEM NO. 3:** To ratify the posting of Dr. K. Omar Hattab, Professor as Dean – in charge of PAJANCOA & RI and regularized period of charge held by Dr. V. Chellamuthu in the post of Dean

No action is warranted

**2.2** AGENDA ITEM NO. 4: To consider the affiliation of PAJANCOA & RI, Karaikal with Pondicherry Central University

As per the decision of the Governing Body, the Dean has submitted the application for affiliation to the Pondicherry University in the prescribed format vide No. PJN/ Edn/ PU/ Application/ 2014 dated 05.12.2014. The Registrar, Pondicherry University informed the Dean during the visit that the Affiliation Committee has been constituted by the University to process the application and Inspection Committee will shortly be formed to visit the Institute. Sustained efforts have been taken to get the affiliation with Pondicherry University before the start of the next academic year. After confirming the affiliation of this institute with Pondicherry University, the disaffiliation notice to the Tamil Nadu Agricultural University, Coimbatore will be issued.

**2.3** AGENDA ITEM NO. 5: To consider the Up-Gradation of PAJANCOA & RI, Karaikal into a Central Agricultural University (CAU)

The letter sent by the Chief Secretary cum Chairman to the Director General, ICAR – cum - Secretary, DARE on 16.9.2014 with respect to up-gradation of PAJANCOA & RI as Central Agricultural University (CAU) was followed in the ICAR. On enquiry, it was known that a reply was sent to the Secretariat. Now the reply has been received stating that setting up of CAU at Karaikal has not been included in the 12<sup>th</sup> five year plan. Meanwhile, the Hon'ble Chief Minister of Puducherry has also written a letter on 18.12.2014 to the Hon'ble Minister for Agriculture, Government of India to consider the up-gradation of PAJANCOA & RI as CAU.

#### 2.4 AGENDA ITEM NO. 6: To consider and approve five days work in a week for field staff

As per the decision of the Governing Body, the report on the existing pattern of working timings, nature of duties and number of working days is being under preparation.

#### AGENDA ITEM NO. 3.

### To consider and approve the Re-composition of Recruitment Committee for the post of Dean

The post of Dean was filled up on deputation from the Tamil Nadu Agricultural University till 2000. The Governing Body at its XXVI and XXVII meetings held on 01.8.2000 and 28.02.2001, respectively finalized the Recruitment Rules for the post of Dean and the same was notified in Official Gazette No. 28 dated 10.7.2001. Following this recruitment rule, the Deans were posted subsequently. Meanwhile, this recruitment rule was amended in the XXXIX meeting of the Governing Body held on 28.01.2011. The major difference in the amended recruitment rule is in the increase of age from 55 years to 58 years and in the change of Recruitment Committee. The composition of the Recruitment Committee in the original and amended recruitment rules are indicated below:

Composition	Original RR	Amended RR	
_	(As per Gazette No. 28 dated 10.07.2001)	(As approved in the XXXIX GB)	
Chairman	Chief Secretary to Government of	Vice Chancellor of TNAU	
	Puducherry		
Member	Secretary to Govt. (Agri.)	Secretary to Govt. (Agri.)	
Member	One expert to be nominated by the University to which the college is affiliated	•	
Members Two experts in the concerned field of Agricultural Education and Research		Two experts at the appropriate level in the concerned field of Agricultural Education	
		and Research from ICAR Institutes to be nominated by Govt. of Puducherry	

Following this amended recruitment rule, Dr. V. Chellamuthu was posted as Dean for three years w.e.f. 23.8.2011 and his tenure came to the end on 22.8.2014. When the process for recruitment of the next Dean was initiated, some discrepancies and dispute vide W.P. 24137/2014 in the High Court of Madras have arisen because the amended recruitment rule has not been approved by the Government and Lt. Governor of Puducherry as resolved in the XXXVII meeting of the Governing Body held on 16.4.2007. As a consequence of this, the process of recruitment of Dean post has been deferred and as a stop gap arrangement, Dr. K. Omar Hattab, a senior Professor has been posted as in-charge Dean.

Since, the amended recruitment rule has not been approved by the Government, the administration has decided vide File No. 514/ CS(Agri)/ A1/ 2014 dated 13.02.2015 for reverting back to the original Recruitment Committee with Chief Secretary as Chairman instead of Vice Chancellor of TNAU as per the

amended rule, while accepting the change in the age from 55 to 58 years as the retirement age has now been increased from 60 to 62 years.

Hence, the Recruitment Committee may be reconstituted as in the original recruitment rule with the Chief Secretary as the chairman as given below:

1. Chief Secretary to Govt. of Puducherry - Chairman

2. Secretary to Govt. (Agriculture), Puducherry - Member

3. One expert nominated by the affiliated University - Member

4. Two experts in the concerned field of Agricultural - Members

Education and Research

The Governing Body is requested to consider and approve this re-composition of Recruitment Committee for the post of Dean. A draft Recruitment Rule for the post of Dean incorporating the changes is also enclosed as Annexure I for consideration and approval. If approved, the same will be submitted to the Government for approval and notification in the official gazette.

#### ANNEXURE I

## DRAFT RECRUITMENT RULES FOR THE POST OF DEAN, PANDIT JAWAHARLAL NEHRU COLLEGE OF AGRICULTURE AND RESEACH INSTITUTE, KARAIKAL

1.	Name of post	:	DEAN
2.	Number of post	:	1 (one) (1987)
3.	Classification	:	Group "A", Non-Ministerial/Technical
4.	Scale of pay	:	Rs.37,400-67,000 + 10,000 (G.P.) with two non-compounded increments
5.	Whether selection post	:	Selection
6.	Age limit	:	Maximum 58 years
7.	Whether benefit of added years of service admissible under rule 30 of the Central Civil Services (Pension) Rules, 1972.	:	Yes
8.	Educational and other qualifications required for direct recruits	:	<ul> <li>(i) A basic Degree in Agriculture of not less than four years duration.</li> <li>(ii) Master's Degree in Agriculture or Horticulture</li> <li>(iii) Ph.D. in the concerned field of specialization</li> <li>(iv) Total teaching experience of 15 years with a minimum of 5 years experience as Professor</li> </ul>
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	:	Does not arise
10.	Period of probation	:	One year
11.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancies to be filled by various methods.	:	By deputation or by direct recruitment
12.	In case of recruitment by promotion/ deputation, grade from which promotion/ deputation is to be made	:	Transfer on deputation (including short-term contract) – Professors of the Agricultural Universities/Agricultural Colleges/Agricultural and allied Research Institutions of Central/State Government/ Union Territories,  (a) With 5 years of regular service in the scale of pay Rs.37,400-67,000 + 10,000 (G.P.)  (b) Possessing the educational and other qualifications required for direct recruits as mentioned in 8 also (Period of deputation shall ordinarily not to exceed three years)"

13.	If Recruitment Committee / Departmental Promotion Committee exists	:	1. Chief Secretary to Government, Puducherry	Chairman
	what is its composition?		2. Secretary to Government (Agri.), Puducherry	Member
			3. One expert to be nominated by the University to which the college is affiliated	Members
			4. Two experts in the concerned field of Agricultural Education and Research	Member
14.	Remarks	:	The method of recruitment <i>viz.</i> , deputation or direct recruitment will be decided by the Governing Bod each time; the post is required to be filled up.	

#### AGENDA ITEM NO. 4.

To consider and approve the establishment of Extension Centre of Fragrance And Flavor Development Centre (FFDC) at PAJANCOA & RI, Karaikal

On the basis of request of the Chief Secretary, Government of Puducherry with the Additional Secretary cum Development Commissioner, Ministry of Marginal, Small and Medium Enterprises (MSME), Government of India to accord approval to set up Fragrance and Flavor Development Centre (FFDC) at PAJANCOA & RI, Karaikal, the Government of India has agreed to establish an extension centre of FFDC at PAJANCOA & RI, Karaikal.

The Ministry of MSME informed that around 30 acres of land may be required for cultivating the aromatic plants. As per the discussion held in the Chamber of Chief Secretary, Puducherry, it was decided that permission may be given by PAJANCOA for utilizing the required land by MSME, GOI for establishing the FFDC centre instead of transferring the land on ownership basis. It was also decided that PAJANCOA may spare the infrastructure for conducting training by FFDC temporarily.

In this connection, the Director, FFDC, Kannuji, Uttar Pradesh and Director, MSME – DI, Chennai had visited this Institute on 19.12.2014 for assessing the feasibility of establishing the center. Later on, the Additional Secretary cum Development Commissioner, MSME, GOI along with the Secretary to Government (Agriculture), Secretary to Government (Industries), Government of Puducherry and District Collector, Karaikal had also visited this Institute on 03.01.2015 and requested the following:

- a. Survey sketch of the demarcated land area that is planned to be given for FFDC for utilization.
- b. Soil analysis report of the area of demarcated lands
- c. List of three graduates of PAJANCOA & RI to work on consolidated basis.

As per the request, the survey sketch of the land area (10.26 ac) proposed to be given to FFDC for utilization and soil analysis report were sent to the Director, FFDC. The details of graduates will be provided once the establishment of the center is approved.

The Governing Body is requested to take note of actions taken so far on this aspect and is also requested to approve in principle the establishment of an Extension Centre of Fragrance and Flavor Development Centre (FFDC) of MSME, GOI, at PAJANCOA & RI, Karaikal by allowing to use the land and infrastructural facilities for the purpose of setting up of FFDC for a period of 10 years.

#### AGENDA ITEM NO. 5.

## To authorize the Dean to sign the documents of Government funding agencies on behalf of the Society

The Institute has submitted a proposal to the University Grants Commission (UGC) seeking status under 2 (F) and 12 (B) as per UGC act 1956 to become eligible to receive developmental and research grants from the UGC. It is mandatory requirement of the UGC to furnish an indemnity bond by the institute along with the proposal for getting recognition and status from the UGC. It is also mandatory of UGC that signatory of the indemnity bond executed to UGC should be an authorized person of the board and for which the resolution of the Board to that effect is to be attached along with the indemnity bond as a proof.

Hence, this proposal is submitted before the Governing Body / Board of Governors of PAJANCOA (Karaikal) Society with a request to pass a resolution authorizing the Dean of the PAJANCOA & RI cum Member Secretary of the Society to sign on behalf of the Society in the bonds/ Agreements/ Memorandum of Association *etc*. with the University Grants Commission (UGC) or NAAC accreditation or ICAR accreditation as well as for other similar undertakings with Government funding agencies as and when need arises.

#### **AGENDA ITEM NO. 6.**

### To appraise The Governing Body about the sanctioning of Centres/ Schemes by ICAR/ IMD

The following sanctions to PAJANCOA & RI conveyed by Indian Council of Agricultural Research (ICAR) / Indian Meteorological Department (IMD) for funding during the XII plan period is submitted with pleasure for the information of the Board.

Sl.	Programme	Period	Posts sanctioned	Budget for five
No.				years (Lakhs)
1.	All India Co-ordinated Research	1	Technical Assistant - 1	62.14
	Project (AICRP) – National Seed	period	[9300 - 34800 + 4200 (GP)]	
	Project (NSP) crops – Seed		Field/ Lab Assistant - 1	
	Technology Research		[5200 - 20200 + 2800 (GP)]	
2.	ICAR – Seed Project	XII plan		156.00
		period		
3.	IMD, Ministry of Earth Sciences,	XII plan	Technical Assistant - 1	7.60 / year
	New Delhi	period	[9300 – 34800 + 4200 (GP)]	
			Field/ Lab Assistant - 1	
			[5200 - 20200 + 2800 (GP)]	
4.	All India Co-ordinated Rice	XII plan	Junior Soil Scientist/	Approved
	Improvement Project (AICRIP),	period	Assistant Professor (SS &	Budget yet to
	ICAR		AC) - 1	receive

It is also informed that sustained efforts are being taken to get funds from the following:

- a. Developmental and research grants from UGC after getting the status under 2 (F) and 12 (B) as per UGC act 1956.
- b. Centrally Sponsored Schemes (CSS) like RKVY/ NHM etc.

#### AGENDA ITEM NO. 7.

To consider and ratify the appointment of Statutory Auditor for the financial year 2013-2014

PAJANCOA&RI, Karaikal is registered under the Societies Registration Act, 1860 and it is mandatory that a Chartered Accountant (CA) should audit the accounts of the Society annually. The CA firm is to be appointed by the Society to carry out the Statutory Audit of the institution. After following the official procedures, M/s G. Suryanarayanan, Chartered Accountant, "Kamalam", 2/27, Reddi Rao Tank South, Kumbakonam - 1 had been appointed with the approval of the Chief Secretary to Government cum Chairman, PAJANCOA (Karaikal) Society *vide* Note Order No. 2600, dt. 18.06.2014 of the O/o the Chief Secretary, Puducherry to take up the Statutory Audit of PAJANCOA & RI, Karaikal for the financial year 2013-2014.

The Governing Body is requested to consider and ratify the appointment of M/s G. Suryanarayanan, Chartered Accountant, "Kamalam", 2/27, Reddi Rao Tank South, Kumbakonam - 1 as Statutory Auditor for the financial year 2013-2014.

#### **AGENDA ITEM NO. 8.**

To consider and approve the audited Annual Financial Statement of accounts for the year ending 31<sup>st</sup> March, 2014

The Statutory Audit of the account of PAJANCOA & RI, Karaikal for the year ending 31<sup>st</sup> March 2014 has been completed by the approved Audit firm M/s G. Suryanarayanan, Chartered Accountant, "Kamalam", 2/27, Reddi Rao Tank South, Kumbakonam-1 in accordance with the generally accepted accounting principles.

The Annual Financial Statement of PAJANCOA & RI for the year ending 31<sup>st</sup> March 2014 prepared by the approved Audit firm is placed before the Board of Governors for approval.

#### **AGENDA ITEM NO. 9.**

### To consider and ratify the appointment of Internal Auditor for the financial year 2014-2015

The AG Audit party while conducting audit of the accounts of this institution has pointed out that there is no system of Internal Audit in-commensurate with the stage and volume of the transactions of the institution and has instructed to take immediate steps to establish an internal audit system which will enable proper generation and maintenance of data and records. In compliance to the observations of the AG Audit remarks, it is decided to appoint an Internal Auditor. After following the official procedure, M/s G. Suryanarayanan, Chartered Accountant, "Kamalam", 2/27, Reddi Rao Tank South, Kumbakonam-1 has been appointed with the approval of the Chief Secretary to Government-cum-Chairman, PAJANCOA (Karaikal) Society *vide* Note Order No. 5381, dt. 27.11.2014 of the O/o the Chief Secretary, Puducherry to take up the Internal Audit of PAJANCOA & RI, Karaikal for the financial year 2014-2015.

The Governing Body is requested to consider and ratify the appointment of M/s G. Suryanarayanan, Chartered Accountant, "Kamalam", 2/27, Reddi Rao Tank South, Kumbakonam - 1 as Internal Auditor for the financial year 2014-2015.

#### AGENDA ITEM NO. 10.

To consider and ratify opening of separate SB account for SCSP Plan Scheme and expenditure incurred towards creation / strengthening of infra-structural facilities carried out utilizing SCSP Grants-In-Aid

An amount of Rs. 1,07,70,000/- was sanctioned under SCSP Plan Scheme as Grant-in-aid for the year 2013-14 vide G. O. Rt. No. 105/Ag, dated 11.03.2014.

The amount was deposited in a separate SB account bearing no. 6208546144 opened for this purpose in Indian Bank, PKIET, Karaikal. Various works were carried out for Rs. 1,07,70,000/- towards creation / strengthening of infrastructural facilities in various departments of PAJANCOA & RI using the SCSP Grants-in Aid. The details of the works already carried out are enclosed in the Annexure II.

The Governing Body is requested to consider and ratify the opening of separate account at Indian Bank, PKIET branch, Karaikal and the expenditure incurred on creation/ strengthening of infrastructural facilities in various departments of PAJANCOA & RI using the SCSP grants.

#### ANNEXURE II

## DETAILS OF THE INFRASTRUCTURAL FACILITIES AND RESEARCH FACILITIES CREATED / STRENGTHENED UNDER SCSP COMPONENT PLAN DURING THE FINANCIAL YEAR 2013-2104 AND UPTO 22.12.2014

Sl. No.	Details of Infrastructural/ research facilities created / strengthened	Beneficiary Department	Total Cost
1	Shimadzu Electronic High Precision Balance	Agricultural Microbiology, Dept. of Plant Pathology	37,327.00
2	Bio-Lab Hot Air Oven	Agricultural Microbiology, Dept. of Plant Pathology	31,487.00
3	HP Desktop Computer System with UPS and HP Printer	Agricultural Economics & Extension	43,500.00
4	DELL Desktop computer system	Agronomy	26,300.00
5	HP Desktop Computer System with UPS and HP Printer	Agronomy	43,500.00
6	Sony VPL LCD Projector	Education	87,750.00
7	Earthen Pots for field trails	Horticulture	21,000.00
8	UPS and HP Laser Printer	Agronomy	9,240.00
9	LCD TV	Hostels	47,670.00
10	Printer, UPS & computer furniture	Hostels	18,480.00
11	HP Desktop Computer Systems	Education	34,750.00
12	UPS 6 Nos.	Office of the Dean	13,800.00
13	Office Furniture	Education	54,600.00
14	Steel almirah and steel racks	Agronomy	40,164.00
15	Providing 3 phase supply to the Agri Engg workshop and mushroom unit	Agri Engineering & Mushroom Unit	61,128.00
16	Electrical materials	Engineering Cell	41,961.00
17	Drilling of new bore well to administrative block	Administrative Block	61,284.00
18	Gym Equipments	Physical Education	72,005.00
19	Wooden Benches	Hostels	93,168.00
20	Steel cots	Hostels	93,500.00
21	Lab Furniture & work tables – NSIC, Puducherry	Agronomy	99,440.00
22	Lecture Hall Furniture - Wooden bench with desk – NSIC, Puducherry	Education	4,48,800.00
23	Lecture Hall Furniture, wooden bench with desk – NSIC, Puducherry	Education	6,93,000.00
24	Local Area Networking System	Computer Sciences	2,55,843.00
25	Lab Furniture - Teakwood Stools	Agronomy	54,560.00
26	Lecture Hall Furniture - Wooden bench with desk – NSIC, Puducherry	Education	5,04,042.00

27	Lecture Hall Furniture - Wooden bench with desk – NSIC, Puducherry	Education	2,73,042.00
28	Plumbing Materials	Engineering Cell	21,453.00
29	Sony VPL LCD Projector	Agronomy	43,875.00
30	Reverse Osmosi Plant	Hostels	99,615.00
31	PVC Chairs to Conference Hall	Conference Hall	46,000.00
32	Digging of rainwater harvesting pond	Engineering Cell	99,900.00
33	Steel cots – NSIC, Puducherry	Hostels	93,500.00
34	Sports Articles	Physical Education	97,075.00
	Supplying of PVC shutter doors to Girls	I hysical Education	97,075.00
35	Hostel	Hostels	47,925.00
36	Dias Platform and teakwood stool	Plant Pathology	53,625.00
37	Green glass board	Plant Pathology	6,338.00
38	Dias Platform and teakwood stool	Plant Pathology	13,530.00
39	Lab Furniture - Teakwood work table	Plant Pathology	99,000.00
40	Lab Furniture - Teakwood stools	Entomology & Nematology	30,580.00
41	Lab Furniture - Teakwood stools	Entomology & Nematology	84700.00
42	Rectification work to street light poles	Engineering Cell	2,86,903.00
43	Over Head Projector	Education	47,000.00
44	Lab Furniture - Work Tables	Plant Breeding & Genetics	95,377.00
45	Lab Furniture - Teakwood stools	Plant Breeding & Genetics	46,891.00
46	Providing Distribution Panel Board for Girls Hostel	Hostels	87,220.00
47	Erection of new Motor to Admin Block	Administrative Block	35,236.00
48	Purchase of submersible motor with pump set	Administrative Block	39,567.00
49	Electrification work to new Motor Room	Administrative Block	12,381.00
50	Renovation of Flooring in Girl's Hostel	Hostels	2,78,632.00
51	Lab-cum lecture hall furntiure	Horticulture	1,93,500.00
52	Photocopier machine with	Agronomy	48,360.00
53	Lab-Furniture - teak wood tables	Soil Science & Agri. Chemistry	2,97,836.00
54	Notice board	Education	15,400.00
55.	Special Repairs to the Boy's Hostel of PAJANCOA & RI, Karaikal	Boy's Hostel	49,463.00
56.	Special Repairs to the Girl's Hostel of PAJANCOA & RI, Karaikal	Girl's Hostel	48,647.00
57	Special Repairs to the Boy's Hostel of PAJANCOA & RI, Karaikal	Boy's Hostel	56,490.00
58	Special Repairs to the Boy's Hostel of PAJANCOA & RI, Karaikal	Boy's Hostel	68,216.00
59	Special Repairs to the Boy's Hostel of PAJANCOA & RI, Karaikal	Boy's Hostel	53,439.00
60	Electrical Materials for Admin Block	Admin Block	31,331.00
61	Plumbing Materials for Admin Block	Admin Block	24,150.00
62	Photocopier machine	Office of the Dean	38,560.00
63	Special Repairs to the Boy's Hostel	Boy's Hostel	48,00,000.00
64	Purchase of laboratory wares	SS&AC, Horticulture, PBG	16,944.00
	·	Total	1,07,70,000.00

GENDA ITEM				
ny Other items	5	 	 	 