

NATIONAL INSTITUTE OF PUBLIC COOPERATION AND CHILD DEVELOPMENT
5, Siri Institutional Area, Hauz Khas, New Delhi-110016

Minutes of Seventy-First Meeting of the Executive Council of the National Institute of Public Cooperation and Child Development (NIPCCD) held on 30 October, 2018.

The Seventy-first Meeting of the Executive Council of the National Institute of Public Cooperation and Child Development (NIPCCD) was held on 30 October, 2018 in the Institute. The meeting was chaired by Shri Rakesh Srivastava, Secretary, Ministry of Women and Child Development (MWCD), Government of India and Vice-Chairperson of the Executive Council, NIPCCD.

2. A list of members who attended the meeting is at Annexure –I.

3. Shri M.A. Imam, Director NIPCCD, welcomed Shri Rakesh Srivastava, Secretary, MWCD, Government of India and Shri Lokesh Pratap Singh, Vice Chairperson of the Executive Council, NIPCCD; Smt. Anuradha S. Chagti, Joint Secretary, MWCD; Shri S. Sasikumar, Joint Director; and Ms. Pushpa Bisht, Deputy Secretary, MWCD and other Hon'ble members of Executive Council. Thereafter, with the permission of Chair, Director NIPCCD presented the agenda items as under:

| S.N o. | Item & Para No. | Deliberations | Status of approval |
|--------|--|---|--------------------|
| I. | Agenda Item No. I: Confirmation of Minutes of Seventieth Meeting of the Executive Council held on 20 March, 2018 | No comments were received from the members and therefore the minutes are proposed to be approved. | Approved |
| II. | Agenda Item No. II: Report on Action Taken on Minutes of the Seventieth Meeting of the Executive Council Held on 20 March, 2018 | | |

| | | | |
|---|---|---|--|
| 1 | I(4) The Minutes of the Seventieth Meeting of the Executive Council of the Institute | No comments were received from the members and therefore the minutes were proposed to be approved. | Approved |
| 2 | II (5) (ii) Evaluation of training imparted by NIPCCD officials | Secretary, Ex- Officio Vice Chairperson of NIPCCD suggested that NIPCCD should submit the report to MWCD for further suggestions/comments. | Executive Council noted the progress of study. The report would be submitted to the Ministry for its comments before finalization of the report. |
| | II (5) (v) Documentation of Best Practices in the areas of ICDS and ECCD | Members were informed about the uploaded documents in areas of Anaganwadi Services under Umbrella ICDS and ECCD on the Institute's website. Secretary requested the members to visit NIPCCD website and give suggestions. | It was suggested that the members of the Executive Committee visit some of the sites from where the best practices have been documented |
| | II (5) (vii) Diploma Course in Public Health and Nutrition | Members were informed about the proposal submitted to Guru Gobind Singh Indraprastha University, New Delhi (GGSIPU), New Delhi. University sought the following information from the Institute: i. Justification, rational and strategy to conduct the Diploma course including employability under the said Diploma course. ii. Infrastructure available iii. Availability of Faculty iv. Availability of Lab/Location for field | Approved the initiative taken by the Institute. |

| | | | |
|---|--|---|--|
| | | <p>placement</p> <p>v. Admission process</p> <p>vi. Eligibility criteria of the students</p> <p>vii. Evaluation of students upon completion of PG Diploma</p> <p>viii. Placement Options</p> <p>The Institute has compiled the information sought and the same has been submitted to GGSIPU.</p> | |
| 3 | <p>III</p> <p>Annual Report of the Institute for the year 2016-17.</p> | <p>Executive Council was informed that Annual Report for the year 2016-17 with review statement, duly approved by Executive Council was laid down on Table of both the Houses of Parliament vis-à-vis Rajya Sabha and Lok Sabha before 31st December, 2018. It was further noted during discussion that no CAG audit of NIPCCD has been carried out. The audit report of CAG is normally enclosed with the Annual Report.</p> | <p>Ratified. NIPCCD was directed to ensure that the Annual Report of the Institute is laid in the Parliament in the forthcoming session before 31st December, 2018.</p> |
| 4 | <p>III (4) d</p> <p>Investment pattern under CPF and GPF as specified by Government of India has not been followed to the extent of Investment of Equity's Market.</p> | <p>Executive Council was informed that a comprehensive note has been prepared by the Institute and the same has been sent for concurrence of the Ministry.</p> | <p>Executive Council noted it.</p> |

| | | | |
|--|--|---|-----------------------------|
| | <p>III (5) e</p> <p>"Revaluation of Fixed Assets (except Land, Building and Books) was carried out at New Delhi and Regional Centres Guwahati & Bengaluru as on 31st March, 2004 and 31st March, 2003 respectively by independent valuers. Assets at Regional Centre, Lucknow have not been revalued by the Institute itself with reference to 31.3.2003. Due to revaluation, assets at Hq, New Delhi costing to Rs.172.79 lakh has been revalued at Rs.61.53 lakh and the difference reduced from schedule 7 (Fixed Assets) and Schedule 1 (Capital Fund) shown as amounts of Revaluation of Assets. In respect of other assets at Hqrs. of Rs.128.04 lakh (other than Land, Building, Books) no revaluation has been carried out. In respect of other assets not revalued at Hqrs. and entire assets</p> | <p>The members were informed that the Institute has conducted re-valuation of its Fixed Assets in the year 2003 for Hqrs. and Regional Centres as the HRD vide its DO letter No. 1703/JS & FA (HRD/2/2002 dated 19 March, 2002. But since Ministry has not requested/instructed the Institute to undertake such re-valuation. Therefore, the same could not be done.</p> <p>Secretary suggested that NIPCCD should comply with the orders of HRD dated 19 March, 2002 regarding re-valuation of its assets.</p> <p>It was decided that NIPCCD should re-valuate its fixed assets.</p> | <p>Approved with rider.</p> |
|--|--|---|-----------------------------|

| | | | |
|--|---|---|--|
| | <p>at Regional Centre, normal depreciation at the rates prescribed under Income Tax Act 1961 on Written Down Value Method has been charged. However, reconciliation of valuation report with book value of assets (in the books of Institute) has not been done," regarding non-reconciliation of assets as per valuation report with assets in the books of the Institute (note No.5 of Notes to the Accounts)</p> | | |
| | <p>III (6) f "Provision for retirement benefits amounting to Rs. 3742.23 lakh has been made on estimated basis and certificate from Actuarial valuer has not been obtained." (Note No. 9 of the Note to the Accounts)</p> | <p>Members were informed that a proposal of calculation of retirement benefits by specialized Government Body was submitted to Ministry on 31.8.2018. Executive Council suggested that file may be re-submitted after incorporating suggestions given by MWCD.</p> | <p>File to be re-submitted by NIPCCD</p> |
| | <p>III (7) g An amount of Rs. 153.09 lakh has been paid during the year to</p> | <p>Members were informed that the term 'Salary' has been replaced by the term 'Honorarium/remuneration'.</p> | <p>Approved</p> |

| | | | |
|----|--|--|----------|
| | <p>Project Assistant/Project staff out of which an amount of Rs.56.29 lakh TDS has not been deducted as applicable under Section 194 J of the Income Tax Act, 1961. No Provision has been made on the unascertained amount of shortfall of TDS, interest and penalties arising thereon" regarding short fall in deduction at source.</p> <p>(Note No.10 of the Note to the Accounts)</p> | | |
| 5 | <p>III (10) J</p> <p>There is difference in GP Fund of RC Lucknow</p> | <p>Members were informed that the verification from Books of Accounts of GPF, Broadsheet, Files, Ledgers etc. got verified and the difference of Rs. 59,341/- in respect of three employees were rectified.</p> <p>Joint Secretary advised that such discrepancies may not be repeated in future. NIPCCD should indicate the action, contemplated to be taken against the erring employee.</p> | Approved |
| 6. | <p>III(8) vi</p> <p>Presence of Regional Directors in the Executive Council Meeting</p> | <p>Members were informed that Regional Directors have been invited to attend the meeting.</p> | Approved |

| | | | |
|---|---|--|--|
| 7 | <p>III (9) i</p> <p>The Highlights of the Programmes undertaken by the Institute during 2017- 18</p> | <p>Members were informed about the additional 18 awareness programmes organised by the Institute in the commissionrate for the State of Uttar Pradesh and a three days programme on ICPS and POCSO Act, 2012 at Port Blair, UT of Andaman Nicobar Islands and planning more awareness generation programmes on POCSO Act, 2012.</p> | <p>The Executive Council noted the same.</p> |
| | <p>IV (9) ii</p> <p>Collaborating with other organizations/Universities</p> | <p>Members were informed about the initiatives being taken by the Institute to collaborate with various organizations/ Universities.</p> <p>Joint Secretary suggested NIPCCD to prepare guidelines for collaborating with other organizations/Universities. Joint Secretary sought the basis on which collaboration with the mentioned Universities/ Colleges was initiated in the first instance, further, NIPCCD was directed to frame guidelines on such collaboration which included the benchmarks for choosing Universities/Colleges and the benefits that would accrue to NIPCCD from such Collaboration. The guidelines should clearly highlight the methods of selection of such Universities/Colleges.</p> | <p>Approved with a suggestion to prepare the guidelines for collaboration.</p> |

| | | | |
|--|--|---|--|
| | <p>IV (9) iii</p> <p>Partnership with Universities and allied Institutes in training programmes</p> | <p>Members were informed that faculty from various Universities and Allied Institutions are invited for various training programmes.</p> <p>Joint Secretary suggested that NIPCCD should prepare guidelines for partnerships with universities and allied institutes regarding training programmes.</p> | <p>Approved with a suggestion to prepare the guidelines for Collaboration.</p> |
| | <p>IV (9) iv</p> <p>Skill upgradation of Faculty</p> | <p>Members were informed that faculty is being deputed for various programmes and courses for skill upgradation. Director NIPCCD shared that there is a need for training policy which Institute will focus in accordance with MHRD Guidelines.</p> | <p>Approved with a suggestion to prepare the guidelines for Collaboration.</p> |
| | <p>IV (9) v</p> <p>Networking with other Ministries for conducting training programmes</p> | <p>Executive Council was informed that Institute is conducting various programmes in collaboration with other Ministries.</p> | <p>Approved</p> |
| | <p>IV (9) vi</p> <p>NIPCCD should popularize its recognized courses/certificates, through different Ministries/ Deptt.</p> | <p>The Institute is popularizing its courses through various Ministries such as Ministry of Health and Family Welfare and various Universities throughout the country and also through the Ministry of Human Resource Development</p> | <p>Approved</p> |
| | <p>IV (9) vii</p> <p>Work Plan of the Institute to be concurrence with priority areas of Ministry</p> | <p>Executive Council was apprised about the process of preparation of Work Plan of the Institute, which includes suggestions from Bureau Heads, Members of Executive Council, State Government and UTs in order to incorporate priority areas of the Ministry.</p> | <p>Approved</p> |

| | | | |
|----|--|---|-------------------------|
| 8 | VI (11) & (12) Reimbursement of Medical Claims | Members were informed that the Institute has re-examined its Rules and the proposal has been submitted for approval of MWCD based on CGHS rates on 23.7.2018 Executive Council suggested that file may be submitted with a comparative statement. | File to be re-submitted |
| 9 | VII(13) Separate Bank Account for User Charges | Executive Council was informed about the opening of separate bank account in Syndicate Bank, Hauz Khas for user Charges. A suggestion was made to propose Rules for User Charges. | Approved. |
| 10 | IX (15) To consider enhancement in the rates of honorarium to experts attending the Selection Committee Meeting/Departmental promotion Committee/Screening Committee etc. | Members were informed that a comprehensive proposal on amendment/review of Recruitment Rules has been submitted for consideration and approval. | Approved. |
| 11 | X (16) Work Plan of the Institute 2018-19 | Members were informed that: i. Work Plan for the year 2018-19 will be prepared covering details of the programmes, No. of working days etc. ii. New programmes to be highlighted. iii. Institute has been regularly sensitizing participants on National Nutrition Mission | Approved |

| | | | |
|-----------------------------|--|---|-----------------------------------|
| | | through sessions in various training programmes. In this regard, Secretary further suggested to plan more programmes, covering Anganwadi Workers and Helpers as well, as suggested by Public Accounts Committee. | |
| 12 | XI (16) Amendment in Schedule-1 A of Institute's Bye-laws in consonance of the provision of GFR 2017 | - | Approved |
| 13 | XII (17) Payment of TA/DA to Functionaries attending Training Programmes of JJ System and ICPS by the Institute | A proposal in this regard has been sent to Ministry. | Declined |
| Supplementary Agenda | | | |
| I | I (19) To consider Creation of Corpus Fund for payment of Pension and other Retirement Benefits. | Members were informed that a comprehensive proposal on creation of Corpus Fund for payment of Pension and other Retirement benefits etc. has been sent to Ministry. It was informed that MWCD will look in to the proposal sent by NIPCCD. | Executive Council noted the same. |
| III. | Agenda No. III: To approve the | During the discussion, Joint Secretary, in-charge of NIPCCD | Approved |

| | | | |
|-----------|---|--|----------|
| | Annual Report of the Institute for the year 2017-18 | <p>suggested that it should be circulated to MWCD and all Bureau Heads under MWCD. After receiving comments/suggestions from MWCD, if any, the Report will be finalized and will be laid down on the Table of both the Houses of Parliament vis-à-vis Rajya Sabha and Lok Sabha on or before 31st December, 2018. The approved Annual Report 2017-18 will be placed for adoption of General Body in its next meeting.</p> <p>Secretary further suggested that Annual Accounts of Institute may also be approved by CAG Auditors.</p> | |
| IV | <p>Agenda Item No. IV:</p> <p>To Note the Decision taken by the Chairperson on behalf of Executive Council in exercise of powers delegated under Rule-8 (5) of the Bye-laws of the Institute.</p> | <p>Members were informed that in exercise of powers delegated under Rule 8(5) of Bye-laws of the Institute, Hon'ble Minister has approved proposal for appointment of M/s V.S. Tandon & Co. Chartered Accountant as Statutory Auditor of the Institute for a period of 3 years w.e.f. 2017-18.</p> | Approved |
| V. | Item No. V: | - | Approved |

| | | | |
|-------|---|---|--|
| | To consider Revised Estimates 2018-19 and Budget Estimates 2019-20 | | |
| VI. | Item No. VI: Amendment in Schedule-1 A of Institute Bye-laws in Consonance of the provision of GFR 2017 | - | Approved with a suggestion that file may be put up to MWCD for consideration and approval as per GFR 2017. |
| VII. | Item No. VII: To consider the enhancement in the rates of honorarium to experts for attending the Selection Committee/ Departmental Promotion Committee/ Screening Committee Meetings/ Other various Committee Meetings – reg. | Members were informed about the revised rates of honorarium. | Approved |
| VIII. | Item No. VIII: Adoption of the latest Guidelines/Circulars issued by MWCD pertaining to remuneration of Outsourced/Contractual staff | Members were informed that for remuneration of Outsourced/Contractual staff by MWCD, NIPCCD shall adopt the latest Circular issued by MWCD in 2017. | Approved |
| IX. | Item No. IX: Incorporation of Certain Provision in the existing Recruitment Rules for the post of Director, NIPCCD | Members were informed that for the post of Director, a minimum deputation period of 5 years may be incorporated, for the incumbents on | The Executive Council directed that proposal may be submitted to the Ministry for examination. |

| | | | |
|--|---|---|---|
| | | deputation from AIS/Central Organised Group 'A' services extendable further as per DoPT provisions. | |
| X. | Item No X: Opening of Saving Bank Account for NIPCCD, Regional Centre, Mohali in Canara Bank, Phase 10 Branch at Mohali. | - | Approved the above proposal and also the change of Bank Account of NIPCCD Regional Centre Lucknow from SBI to Syndicate Bank. |
| Others | | | |
| Executive Council suggested that NIPCCD should form a National Resource Centre for Child Protection. | | | |

The meeting ended with a Vote of Thanks delivered by Dr. P. Krishnamoorthy, Additional Director, NIPCCD, to the Vice-Chairperson and other members of the Executive Council.


(M.A. Imam)

Director and Member-Secretary

Approved:

Shri Rakesh Srivastava
Secretary (MWCD)-cum-Vice-Chairperson
Executive Council
NIPCCD

Annexure-I

National Institute of Public Cooperation and Child Development

List of Members present at the Seventy-First Meeting of the Executive Council of
NIPCCD held on 30th October, 2018

1. Shri Rakesh Srivastava
Secretary and Vice- Chairperson NIPCCD,
Ministry of Women and Child Development
Shastri Bhawan
New Delhi. Vice-Chairperson
(Ex-Officio)
2. Shri Lokesh Pratap Singh
Gram Post Ramnagar
Dhourhra
Zilla Faizabad-224126
Uttar Pradesh Vice-Chairperson
- A. Nominee from each of following Department/Ministries of Government of
India
3. Shri Ravi Katyal
DeputySecretary
Department of School Education & Literacy,
Ministry of Human Resource Development
Shastri Bhawan,
New Delhi-110 001 Member
4. Dr. P.K. Prabhakar
Deputy Commissioner (Child Health)
Ministry of Health and Family Welfare
Department of Health & Family Welfare,
Nirman Bhawan
New Delhi- 110011 Member

5. Shri Manjit Singh
Editor
Central Social Welfare Board
Samaj Kalyan Bhawan
B-12, Qutub Institutional Area
South of IIT
New Delhi – 110 0016
- Member

Nominated Institutional Members

6. Smt. Gita Siddhartha
President
Indian Council for Child Welfare
4-Deen Dayal Upadhyay Marg
New Delhi-110002
- Member
7. Dr. R.P. Sharma
President
Federation for the Welfare of mentally
Retarded (India)
Shaheed Jeet Singh Marg
Special Institutional Area
New Delhi-110 067
- Member
8. Mrs. Evelyn P. Kannan
Secretary General
The Trained Nurses Association of India
L-17, Florence Nightingale Lane
Green Park
New Delhi – 110 016
- Member

Nominated Members

9. Smt. Darshana Gupta
H.No. 25, Sector-21-A
Faridabad, Haryana
- Member
10. Dr. K.C. George
Joint Director(PC)
NIPCCD
New Delhi
- Member

11. Dr. P. Krishnamoorthy
Additional Director
NIPCCD
New Delhi.

Member

12. Shri M.A. Imam
Director
NIPCCD
New Delhi.

Member- Secretary

Special Invitee

13. Ms. Anuradha S. Chagti
Joint Secretary (ASC)
Ministry of Women and Child Development
Shastri Bhawan
New Delhi

14. Dr. M. Bharat Kumar
Regional Director, Bengaluru & Indore
NIPCCD, Regional Centre,
Bengaluru

15. Dr. D.K. Saikia
Regional Director, Guwahati & Lucknow
NIPCCD, Regional Centre, Guwahati

16. Shri S. Sasikumar
Joint Director
Ministry of Women and Child Development
Shastri Bhawan
New Delhi

17. Smt. Pushpa Bisht
Deputy Secretary (Finance)
Ministry of Women and Child Development
Shastri Bhawan
New Delhi