

Minutes of meeting of UGC Planning Board held on 11.12.2017 at 11 Am in the office chamber of the Principal, Govt. J.Thankima College:

The meeting was chaired by Dr C.Lalremruata, Principal & Chairman of the UGC Planning Board. Apart from the chairman, following were present in the meeting whose attendance were recorded in attendance sheet separately:

1. Pu Lalmuanpuia, Associate Professor & Secretary, Planning Board.
2. Dr J.V.Nunchunga, Associate Professor & member
3. Mrs Maria Lalremruati, Assistant Professor & member
4. Pu Zohmangaiha, Librarian & member
5. Pu F.Lahlira, Head Assistant & member

At the outset, the chairman apprised the meeting that it was inevitable to convene on urgent basis for the purpose of receiving an UGC Inspection team for final verification of Boy's hostel building scheduled to be held on 18<sup>th</sup> December, 2017. The chairman also reported that the Director, CDC, MZU was met by him in person on 8.12.2017 in connection with the ensuing UGC Inspection team. Consequently, the meeting was opened for general discussion on whatever the necessary points in connection with the visit of the UGC Inspection team. Therefore, the meeting resolved in its decision that the following necessary actions shall be taken on urgent basis.

1. **Proper installation of Fire Extinguishers and Hostel Signboard:**

The two fire extinguishers already procured shall be installed at the proper place immediately. At the same time, Hostel Signboard shall also be installed properly at the right spot immediately.

Action: Pu Lalmuanpuia, Secretary, Planning Board

2. **Mater relating to some minor un-finished works:**

(a) **Termination of a provision for future horizontal extension:**

The matter relating to some minor un-finished works that has been remained was also discussed. Such minor un-finished work remained on account of a provision for future horizontal extension. The meeting observed that the said un-finished work cannot be settled unless the said provision is terminated right now. Therefore, the meeting resolved that the said provision for future horizontal extension shall be terminated so as to avoid unnecessary pending of the building from final completion this time and the necessary actions shall be followed up from the Principal's office.

Action: Principal & Dr J.V.Nunchunga

(b) **Some minor cleanliness and painting works:**

The remaining work pertaining to painting of bathroom walls which had been completed recently shall be done on crash basis. Apart from painting works, cleanliness work shall also be taken up. Pu Lalmuanpuia, Secretary, Planning Board was entrusted to take up necessary action immediately.

Action: Pu Lalmuanpuia, Secretary, Planning Board

3. **Arrangement of Lunch for the UGC Inspection team:**

The meeting also resolved that lunch shall be arranged at the hotel Serow, Lily veng for the UGC Inspection team consisting of 5 (five) members approximately plus.

Action: Pu Lalmuanpuia, Secretary, Planning Board

4. **Arrangement of vehicle to reach the hostel site at the South Campus.**

It was reported in the meeting that the Inspection team shall be arrived at the Central Campus at 11 am. After a thorough inspection of documents relating to the construction of Boys Hostel, the team shall proceed to the Boys hostel for physical verification. In this regard, the Inspection team shall be required to provide vehicles preferably four-wheel car so as to drop them at the actual location of the hostel without any difficulty. The meeting, therefore, resolved that a four-wheel car preferably Bolero shall be arranged from private rental car agency. Dr J.V.Nunchunga, Associate Professor is entrusted to take up necessary action in the matter.

Action: Dr J.V.Nunchunga, Member, Planning Board

5. **Arrangement of bouquet:**

The meeting also decided in its resolution that a bouquet may be arranged for the leader of the Inspection Team. Ms R.Lalbiakluangi, Associate Professor and Ms Rebecca Khiangte, Associate Professor shall be entrusted to arrange the required bouquet.

Action: 1) Ms R.Lalbiakluangi, Associate Professor

2) Ms Rebecca Khiangte, Assistant Professor

6. **Installation of over-head water tank:**

The meeting observed that over-head water tank is yet to be installed properly and the required materials were also already procured. A few masonry work has to be initiated for the proper installation of the tank. Therefore, the meeting resolved that masonry work shall be taken up on

urgent basis and Pu Lalthlamuana, Chairman, Hostel Committee was entrusted to follow up necessary action immediately.

Action: Pu Lalthlamuana, Chairman, Hostel Committee.

**7. Documentation and video record:**

As the Inspection Team were required to verify all the documents pertaining to the construction of Boys Hostel, Pu Lalmuanpuia, Pu Zoramthanga and Pu Lalngaihawma were entrusted to arrange all the necessary documents for verification of the inspection team. Moreover, a video coverage of all the activities of the inspection team shall also be required for onward submission to the UGC.

Action: Pu Lalmuanpuia, Pu Zoramthanga & Pu Lalngaihawma

**8. Budget Estimation:**

The meeting also approved and granted the estimated budget as given below for further necessary actions:

Sl No	Particulars	Rate	Unit	Amount
1	Lunch for 16 persons	300	16 persons	4800
2	Installation of water tank:			
	i) Cement	450	2 bg	900
	ii) Balu	45	20 tin	900
	iii) 1 (one) Mistiri	600	2 days	1200
	iv) 1 (one) Helper	350	2 days	700
	v) Unforeseen works			500
3	Installation of Fire Extinguishers			100
	i) Procurement of steel hook	50	2 No	100
4	Painting works:			
	i) Asian paints Age for interior walls	250	20 lit	5000
	ii) Asian paints for exterior wall	250	4 lit	1000
	iii) Wood paints for doors	290	4 lit	1160
	ii) Labour cost	700	3 days	2100
5	Rental charge for hiring Vehicle Bolero	300	6 hrs	1800
6	Procurement of bouguet	600	1	600
7	Installation of Sign Board (frame)	1500	1	1500
			Grand total =	22360
			Say =	22400

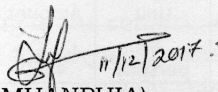
The estimated total expenditures to the tune of Rs 22,400.00 (Rupees twenty one thousand only) shall be met from the College Development Fund maintained by the College.

Apart from the estimated budget as above, estimated expenditures for the immediate implementation of the termination of horizontal extension provision given to the existing boys hostel building is also given below:

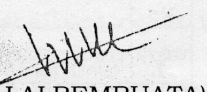
Works relating to termination of horizontal extension:				
Sl. No	Particulars	Rate	Unit	Amount
	iv) 1 (one) Cement mistiri for plaster works	600	2	1200
	iv) 1 (one) Helper	350	0	700
		G. Total		1900

However, the above estimated expenditures to the tune of Rs 1900.00 (Rupees one thousand nine hundred only) pertaining to the termination of horizontal extension shall be charged and adjusted from the on-going works of construction of College main building at Central campus. Hence, no need to be met from other sources of fund.

The meeting was ended at 2 PM with a vote of thank from the chair.

  
(LALMUANPUIA)

Secretary, Planning Board

  
(DR C. LALREMRUATA)

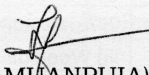
Chairman, Planning Board

Memo No F.23014/3/2017/JTC Dated Aizawl, 12<sup>th</sup> Dec. 2017

Copy to: 1. The Principal, Govt. J.Thankima College for information and necessary action.

on 2. All the concerned persons for information and necessary action urgent basis.

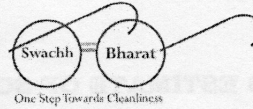
3. The Coordinator, RUSA/IQAC for information and necessary action.

  
(LALMUANPUIA)

Secretary, Planning Board.



**GOVERNMENT OF MIZORAM**  
**OFFICE OF THE PRINCIPAL**  
**GOVERNMENT J. THANKIMA COLLEGE**  
**AIZAWL, MIZORAM. PIN : 796014**  
**Dr.C.Lalremruata, Principal; Tel.: 9436366369**  
**Affiliated to Mizoram University, NAAC Accredited C Gr.**



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**[www.gjtc.mizoram.gov.in](http://www.gjtc.mizoram.gov.in)**

Dated Aizawl, 14<sup>th</sup> Dec. 2017

NOTIFICATION

No F.23014/3/2017/JTC : In partial modification of the minutes of meeting of the Planning Board held on 12.14.2017 issued vide under Memo No. F.23014/3/2017/JTC dated 12<sup>th</sup> Dec. 2017, the undersigned is pleased to revise the estimate to the tune of Rs 35300.00 on the basis of actual requirements as given in the annexure enclosed herewith for immediate implementation of the works.

This is for favor of immediate implementation by the entrusted officers/faculties on urgent basis.

(DR C.LALREMRUATA)  
Principal  
Govt. J.Thankima College

Memo No. F.23014/3/2017/JTC

Dated Aizawl, 14<sup>th</sup> Dec.2017

Copy to: 1) All the concerned Officers/faculties for information and immediate necessary action.

2) Cashier, Govt, J.Thankima College for information and necessary action for issuing fund through the Fund Requirement Form.

*Sin. Muanpuia*  
*Secy. Planning Board.*

(DR C.LALREMRUATA)  
Principal  
Govt. J.Thankima College

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**ANNEXURE****REVISED ESTIMATE OF SOME MINOR WORKS RELATING TO THE BOYS  
HOSTEL.**

SI No	Particulars	Rate	Unit	Amount
1	Lunch for 16 persons	350	16 persons	5600
2	Installation of water tank:			
	i) Cement	470	5 bg	2350
	ii) Balu	50	20 tin	1000
	iii) Water Socket Valve			500
	iv) Bolder			1000
	iv) 1 (one) Mistiri	700	2 days	1400
	v) Helper-I	400	2 days	800
	vi) Helper-II	400	1 day	400
3	Installation of Fire Extinguishers			
	i) Procurement of steel hook	50	2 No	100
	ii) Singboard		1 No	3400
4	Painting works:			
	i) Asian paints Age for interior walls	250	20 lit	5000
	ii) Asian paints for exterior wall	250	4 lit	1000
	iii) Wood paints for doors	290	4 lit	1160
	i) Painting Mistiri	900	2 tha	1800
	ii) Labour cost	700	5 tha	3500
5	Rental charge for hiring Vehicle Bolero	300	6 hrs	1800
6	Procurement of bouguet	600	1	600
7	Cleanliness works - labour charge	380	10 tha	3800
			Grand total =	35210
			Say =	35300