

**Directorate of Training and Technical Education
Govt. of National Capital Territory of Delhi
Muni Maya Ram Marg: Pitampura, Delhi.**

Minutes of the meeting held in the conference hall of the DTTE(HQ), Muni Maya Ram Marg: Pitampura, Delhi on 26.09.2017 at 11.AM.

A meeting was convened to discuss the status of timely crediting the Government receipts into Govt. Account being received in the institutes/offices through SBI e-Payment Gateway and POS Machines. List of Offices attended the meeting is enclosed at Annexure-I

The following issues were discussed.

- (a) Depositing the receipts in accredited bank in T+1 system.
- (b) **Charges** claimed by the banks as MDR charges and POS machine rents.
- (c) **Transferring** the pooling account of the institutes to the branch where the accredited bank account holding to reduce the transaction time.

Representatives/AAOs/DDOs from different ITIs and Institutes of Technologies who attended the meeting were explained their problems as below in cashes transactions.

- (a) Banks are taking 2 to 3 days to clear the challan vide which the amount being deposited through cheques.
- (b) PAOs are not verifying the challans during the last working days and first week of the months.
- (c) At least two days are taking to reconcile the receipts under different heads of accounts.
- (d) AAO of the GND Institute of Technology has stated that the SBI Meerabagh is charging the MDR charges and POS rents. Other AAOs also stated that the rent of the POS machines is being deducted by the banks from their account.

It is noticed that, no one from the following institutes are attended the meeting.

1. Ambedkar Institute of Technology, Patparganj, Shakarpur, Delhi.
2. Meera Bai Institute of Technology, Maharanih, New Delhi-110065.
3. Pusa Institute of Technology, Pusa.
4. BPIBS, Patparganj, Shakarpur, Delhi.
5. Rajokari Institute of Technology, Rajokari, Delhi.
6. ITI Arab Ki Sarai, Nizamuddin, New Delhi-110013
7. Veer Sawarkar Basic Training Center, Pusa, New Delhi-110012.
8. Dr. H.J.Bhabha ITI, Khichripur, Mayur Vihar Phase-1, Delhi-110091.
9. Lala Hans Raj Gupta ITI, DSIDC Industrial Complex, Narela, Delhi-110040.
10. Jija Bai Industrial Training Institute for Women, Siri Fort, Khelgaon Marg, New Delhi.
11. Sir C.V. Raman Industrial Training Institute, Dheer Pur, Delhi.
12. Institute of Basic Business Studies at BTC Pusa Campus, Pusa, New Delhi-110012.
13. Dy. Apprenticeship Advisor, Pusa, New Delhi.

After detailed discussions it was decided/directed as under:-

- (i) All the institute would ensure the crediting of revenue receipts into Govt. Account as per the prescribed time limit ie. T+1 period.
- (ii) The institutes are not required to bear the MDR charges up to 1 lakh in respect of receipts received through Debit cards. It is advised to the representatives of the institutes to follow the clarification issued vide No.F.4 (14)/2016/T-1/Pr.A.O/P.F/1421-1524 dated 7/6/2017 in this regard.
- (iii) GND Institute of Technology would take up the matter with the Bank authorities to refund the amount charged as MDR charges under intimation to AO (Tech), Principal Accounts Office.
- (iv) All the institute would send a copy of their correspondence with the bank to DCA, DTTE (HQ) and AO (Tech), Principal Accounts Office for information.
- (v) All the institute would submit their monthly expenditure statement and monthly receipt statements in the prescribed performa not later than 5th of every month.

The details of revenue receipts from 08.11.2016 to 15.09.2017 asked vide this office meeting notice No. DTTE/ AC/1(1)/Budget/2016-17/6700-06 Dated: 21.9.2017 has been collected from the representative from the institutes and further representatives were requested to fill up another Performa and return within three days.(Copy enclosed) The institutes those representative has not attended the meeting shall also submit the information in the prescribed Performa along with their monthly expenditure statement.

(ASHOK KUMAR)

DY. CONTROLLER OF ACCOUNTS, DTTE

To

1. All Principals of Polytechnics.
2. All Principals of ITIs, Dy.App.Advisor, IBBS and BTE.
3. Accounts Officers & AAOs of HQ.

No.F.DTTE/AC/1(1)/Budget/2016-17/6840-45

Dated: 28/09/17

Copy forwarded for information to:-

- 1.PS to Director (TTE)
- 2.PA to Special Director,(TTE)
- ✓3. Assistant Programmer, HQ with the request to upload this in Department web-site.


DY. CONTROLLER OF ACCOUNTS, DTTE

NAME OF INSTITUTE.....

DETAILS OF BANK ACCOUNTS MAINTAINED IN THE INSTITUTE

1.

S.No	Name of Bank & A/C No.	Branch Name	Purpose of Account	remarks

2.

DETAILS OF POS MACHINES IN THE INSTITUTE

S.No	No of POS	Type of POS(with code/Code less) and rent charges if any	Account to which attached	POS.is in operation or not	Any MDR charges claimed by the bank

3.

Explain the difficulties if any in depositing the Govt. revenues in Govt. Accredited bank in T+1 system:

Signature of PPL/DDO

Attendance Sheet of Meeting held on 26/09/2017

Sr. No	Name & Institute	Mobile No.	Email ID	Signature
1	Sanjeev Kumar	9868662731	iti Pusa03@gmail.com	
2	S. C. Sharma	9966503007	iti.ark2006@yahoo.co.in	
3	VIVEK KUMAR	9911393777	ITI (W)VV & Station	
4	PRITI DORELA	9911358011	ITI Jaul Road	
5	Seethalakshmi. R.	9350948682	ITI (W) Tilak Nagar	
6	Archana Seth	9818513127	ITI More Ciale	
7	Indira Kalia	9213963245	IIT, Sector-9, Dwarka	
8	Luchi Bali	9910782309	ITI Mangolpuri	
9	Minakshi Singh	9971122369	iti nana nagar	
10	Lachna Katturio	9650728698	KIT Dām Pura.	
11	Sudershan kumar	9958558483	ITI Malviya Nagar/Singh	
12	Geeta Bhardwaj	9911259494	BTE	
13	Sangita selhi	9810553254	GNDIT	
14	Sushil kumar	9918758495	U14DIT	
15	K. Haridasan. OS.	886047096	BSPIT.	
16	VISAY KOMAR AAO	9818214221	ITI Daffar pul	
17	LALIT KUMAR AAO	9968237707	ITI Jahangir Puri	
18	G. D. Nimje, OS	9891192210	Aaryabhata Inst.	
19	R P Bhardwaj w/shrip Sapelt	9213300255	— do —	
20	Nadeem, LDC	9968923448	— do —	
21	Krishan Kumar, AO. (HQ)	965049009	HQ	
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