

OSB
Pl. 22548
S.M.H.
12/10/18

GOVERNMENT OF ODISHA
HIGHER EDUCATION DEPARTMENT

OSWAS No. HE-FEVI-PLAN-0022-2018/ 20414 /HE., Dated 18.7.18

From

Shri Krupasindhu Mishra, OAS (SAG)
Additional Secretary to Government

To

The Director, Higher Education, Odisha
Bhubaneswar.

Sub: Guidelines for utilisation of funds for Improvement of Science
Laboratory of non-Government Aided Degree Colleges of the
State for the year 2018-19.

Sir,

With reference to the subject mentioned above I am directed to say that funds provided for procurement of Laboratory Equipment in Non-Government Aided Degree Colleges to be utilised as per the following Guidelines.

**Guidelines for utilisation of funds for improvement of Science
Laboratory Equipment**

1. The beneficiary Departments of Physical Science and Biological Science shall submit the list of equipment essential for the students practical and the list must be approved by the Purchase Committee of the college.
2. The college shall constitute a Purchase Committee, where the members of beneficiary Departments will be the member in addition to other members nominated by the Principal. Accounts Bursar shall be Convenor of the Committee.
3. The concerned Head of the Departments must give a certificate to the effect that equipment to be procured out of the Laboratory Equipment. Fund are essential for the students use in the laboratory to perform their practical.

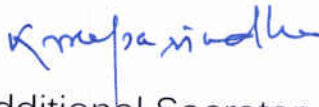
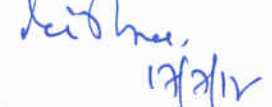
4. 40% of the Science Laboratory Improvement grant will be used for purchasing new equipment especially those are used by the students for the practical purpose. Adequate microscopes should be made available to the students of Biology.
5. 20% of the Science Laboratory Improvement grant will be used for the purpose of chemicals, glassware, museum specimen, plant materials, charts, etc.
6. 40% of the laboratory Improvement grants will be used for laboratory Infrastructure such as hard top on the Laboratory table, cupboard, racks lab furniture, water connection to Laboratories etc. All the materials should be of good quality and of reputed firms. State of art Laboratory should be set up in each college. The old and unused materials should not be kept inside the laboratories. It should be neat and clean.
7. 10% of laboratory improvement fund diversion from one component to another is permissible.
8. Equipment must be of reputed make and genuineness of the materials must be ensured.
9. The Finance Department Office Memorandum No.4939/F, dated 13.02.2012 must be strictly adhered to. Any deviation shall be viewed seriously.
10. After the delivery of equipment/other Materials and Infrastructure development in the Laboratories, both the supplier/construction agency and the Head of user department should give a certificate on the body of the bill separately that the equipment are as per the specifications/renovation in the laboratory is as per the actual need.
11. Equipment and other materials (chemicals/glassware etc.) purchased out of this Laboratory Improvement Fund must be entered in the stock Register meant for the State Government funds only. This will facilitate the process of auditing.
12. Diversion of fund is strictly prohibited except para 7 above.
13. All concerned are accountable as per the provision of FRBM Act.

14. Colleges receiving World Bank assistance are not eligible for this scheme.

15. Concerned college will send the proposal to this Department with detailed price list of equipment/laboratory infrastructure with the total student strength of degree i.e 1st year + 2nd year + 3rd year approved by the Purchase Committee addressing to Additional Secretary to Government, Higher Education Department.

16. Approval and sanction of the proposal under the scheme will be limited to the available budget provision.

Yours faithfully,

Additional Secretary to Government

Memo No. ~~#HE.~~ Dated 20415 Date - 18.7.18

Copy forwarded to All Regional Directors/All Principals of Non-Government Aided Degree Colleges of the State for information and necessary action.

Principals are requested to please furnish the proposal on or before 31st July, 2018 positively.


Additional Secretary to Government