

**Proceedings of the Governing Body Meeting of Government Polytechnic,
Mahisapat, Dhenkanal held at 4 PM on 30.09.2024**

The Governing Body Meeting of Government Polytechnic, Dhenkanal was held at 4PM on 30.09.2024 in the Sadhabana Hall of the Collectorate, Dhenkanal.

The following members were present:

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| 1. Sri Ramesh Chandra Sethi, OAS (S), ADM, Dhenkanal | -Chairman |
| 2. Miss K. Roja Dora, DSDEO, Dhenkanal | -Member |
| 3. Sri P.C. Mishra, Asst. Manager, DIC, Dhenkanal
(Representing GM, DIC, DKL) | -Member |
| 4. Sri B.K.Sahoo, AEE, R&B Sub-Division, Dhenkanal
(Representing SE, R&B, Division, Dhenkanal) | -Member |
| 5. Sri Akash Gupta, AEE, GPHD Sub-Division, Dhenkanal | -Member |
| 6. Sri Jagadish Hybro, Principal, Government ITI, Dhenkanal
(Nominee of DTET, Odisha & VC, SCTEVT, Odisha) | -Member |
| 7. Sri Mohit Das (Nominee of VP, Tata Steel) | -Member |
| 8. Sri N.K.Mohapatra, Sr. Faculty, GP, Dhenkanal | -Member |
| 9. Sri Lincoln Mohanty, Sr. Faculty, GP, Dhenkanal | -Member |
| 10. Sri Ashok Kumar Raut, Principal, GP, Dhenkanal | -Member-Convener |

At the outset, Principal welcomed the Chairman and members of the Governing Body to the meeting and solicited their cooperation for smooth running of the Institute.

The Chairman took up the meeting agenda wise and the following decisions were taken after a detailed discussion relating to different issues of the institution.

Data related to institution admission, result, placement and industry interactions for the session 2024-25 as briefed by the Principal was reviewed by the Committee. The highlighted take away of the data were 39% girl enrollment, 91% pass percentage, 58% placement record with 29% students opting for higher studies. The Chairman appraised the efforts of the institute in achieving zero vacancy, impressive girl's enrollment and yearlong industry interaction.

1. Confirmation of Proceedings of last Governing Body Meeting:

The proceedings of the last Governing meeting held on 28.10.2022 was confirmed by all the members of the Committee.

2. Approval for engagement of Guest Faculty for the academic session 2024-25:

The panel list of Guest faculties recommended by the Selection Committee consisting of HODs / regular faculties in pursuance to walk in interview held on dt.13.08.2024 was placed before the Committee.

Principal briefed the Committee that, DTET, Odisha have approved engagement of 22 numbers of Guest Faculties for the institution during the academic session 2024-25 vide Letter No.11470/ Dt.05.08.2024. Accordingly, 22 numbers of Guest Faculties (Civil-5, Elect-3, Mech-3, ETC-3, CSE-4, Math-2, Physics-1, Chem-1) have been engaged in order of merit from the empanelled list with effect from 16.8.2024 so as not to hamper the academic activities further. It is submitted that classes were managed with only nine faculties as classes have been commenced with effect from 1.7.2024 to comply the guide lines notified by SCTEVT, Odisha.

The Committee approved the panel list for the session 2024-25.

3. Renewal of agreement for engagement of staffs on outsourcing basis through manpower provider:

Principal placed before the Committee that in absence of regular staff members in service sectors like watch & ward, sweeping, attendants etc. in the institute, DTET, Odisha has given permission to engage nine nos. of personnel in service sector and two nos. of Comp. Knowing Office Assistants vide Letter No. 9646 / Dt. 30.7.2020 and Letter No.6065 / Dt.22.6.2021. Accordingly 11 nos. of personnel have been supplied by M/S Group-5,Bhubaneswar satisfying the minimum service charges (3.85%) norms prescribed by Finance Deptt., Govt. of Odisha notified by Office Memorandum No.19595 / Dt.11.7.2023 and the agreement is valid up to 30.09.2024. As the present service provider agency has been selected last year and there is provision of extension for additional one year after successful completion of the agreement period, Principal proposed to extend the agreement period for another one year i.e. upto 30.09.2025.

After deliberation, the Committee decided to give extension up-to 30.09.2025 with same terms and conditions of the current agreement.

4. Engagement of sweeper, attendant and pump operator:

Principal stated before the Committee that in order to attend to the day to day service related works, DTET, Odisha has permitted to engage 11 nos. of personnel through manpower service provider in the year 2021. Since then, although three staff members have retired and one staff have died, no additional man power have been sanctioned from DTET, Odisha till date.

In absence of such permission, Principal proposed to engage four nos. of service personnel on daily wages basis and to incur such expenses out of Institute PL Dev. fund.

Chairman advised that reminder letter be forwarded to DTET, Odisha to accord approval for engaging additional service personnel and after detailed discussion, it was decided to engage at least three service personnel i.e. Sweeper-01 No. (Boys Hostel), Watchman-01 No. (Institute, Boys Hostel), Pump Operator-01 No. on daily wages basis to cater to the emergency needs of the Institute.

5. Renewal of agreement for Running of Hostel Mess of the Institute:

- a. At present hostel mess is running by one private firm i.e. M/S Ganapati Intelligence Services, Bhubaneswar. The said agency was selected through tendering process last year and the agreement is valid till 30.09.2024.
- b. Based on the feedback reports collected from the boarders and suggestion of hostel mess committee, Principal proposed to renew the agreement for another year with same terms and conditions i.e. @ Rs.70.00/ day (Lunch-Rs.32.00/-, Dinner-Rs.26.00/-, Tiffin Rs.12.00/-).
- c. The Committee approved the renewal of agreement for mess for another one year w.e.f. 01.10.2024.

6. Proposal for setting of Innovation cum Start Up Lab and Training Center on Solar Panel Manufacturing:

- a. Principal proposed to establish one innovation and start-up lab in the Institute to foster creativity, entrepreneurship and development of new ideas by providing a supportive environment for the students and faculty members. He intimated the committee members that in the past IOCL Refinery Unit, Paradeep had extended its support by providing 10 Nos. of computers for up-gradation of IT lab and two numbers of water purifier-cum- cooler to this Institute out of its CSR activities.

During preliminary discussion held with the CSR head, IOCL Refinery Paradeep it is learnt that the project can be taken up once it is recommended by the Collector & District Magistrate, Dhenkanal.

After detailed deliberation it was decided to forward a request letter under the Seal & Signature of Collector & DM, Dhenkanal to CSR Head, IOCL Refinery Unit, Paradeep to support the Institute in setting up the lab out of its CSR fund.

- b. Principal apprised the Committee that M/S Waaree Energy Ltd., Mumbai is interested to set up one training centre inside the Institute campus on Solar Panel Manufacturing for the local ITI / Polytechnic graduates of the district & nearby districts in view of the huge requirement of trained manpower for the upcoming Solar Panel Manufacturing Project near Joranda, Dhenkanal.

M/S Waaree Energy Ltd. will utilise infrastructure of the Institute and all other training needs including manpower will be supported by them.

The Committee after detailed discussion agreed to spare the infrastructure support of the Institute and suggested to send the proposal to DTET, Odisha for approval before taking up the project.

7. Procurement of Tools & Equipment, Library books, class room furniture etc.:

In view of the introduction of revised syllabi, introduction of new branch, Principal proposed to purchase class room furniture, tools & equipment, raw materials, library books etc. from PL (development) fund of institution. The proposal was accepted by the Committee.

8. Development of Institution campus:

The Committee advised officials of R & B Division, Dhenkanal to submit the detailed estimate for the following works as requested by the Principal.


- i. To provide southern side boundary wall with razor wire fencing to avoid trespassing.
- ii. Construction of 200 seated boys Hostel, Extension of existing girls hostel
- iii. Construction of 04 number of D-type staff quarters.
- iv. Maintenance work of 12 numbers of staff quarters.

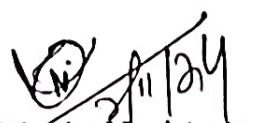
9. Utilization of PL Development Fund for the session 2024-25:

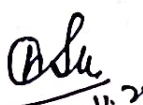
The Committee approved the following proposals for expenditure out of institute's PL (Development) fund for the academic session 2024-25. However Chairman advised the Principal to incur expenses for procurement of furniture in case of non-allotment of funds by DTET, Odisha following due procedure as laid down by Finance Department, Govt. of Odisha.

Serial No.	Proposed Expenditure	Approximate Amount (In Rs.)
1	Procurement of furniture for CSE branch and the new branch (EEE)	3,60,000/-
2	CCTV installation in class rooms, Labs and other common places of Administrative Building	1,00,000/-
3	Wages component for three nos. of class-IV staff	4,05,000/- (@11,250/Month)
4	Procurement of minor equipment & machinery	50,000/-
5	Purchase of Library books	2,50,000/-
6	Campus cleaning and beautification	1,00,000/-
7	Visit of High Schools & exposure visit of girls' students to the Institution	50,000/-
8	Conduct of seminar / workshop, additional skill training, placements training, industrial visit, coaching for competitive exam etc.	50,000/-
Total=		13,65,000/-

The meeting ended with a vote of thanks to the Chair and the participants


 2.11.2024
 Principal,
 Govt. Polytechnic, Dhenkanal


 Additional District Magistrate,
 Dhenkanal
 ADDITIONAL DISTRICT MAGISTRATE
 DHENKANAL


 12.11.24
 Collector & DM and Chairman
 Governing Body,
 Govt. Polytechnic, Dhenkanal

COLLECTOR
 DHENKANAL