

# DEEN DAYAL UPADHYAYA COLLEGE

(University of Delhi)

Sector-3, Dwarka, New Delhi-110078

## MINUTES OF 159th MEETING OF THE GOVERNING BODY

The 159th meeting of the Governing Body was held on Monday 23.06.2025 at 3:30 p.m. in the Committee Room, International Guest House, University of Delhi, Delhi-110007. The following were present:


1. Prof. Anil Kumar, University Representative - Chairman
2. Prof. Subhash Anand, University Representative – Treasurer
3. Prof. Ashutosh Trivedi, Member
4. Prof. Hem Chand Jain, Principal and Member Secretary
5. Dr. Renu Solanki, Teacher's Representative
6. Shri Mukesh Kumar (Representative of staff, other than teachers)-Special Invitee

Regret

1. Prof. Girish Chandra Maheshwari
2. Dr. Anubha Mukherji Sen


**The meeting started with College Kulgeet.**

**The Agenda items were taken *ad seriatim*:**

- 1) Confirmation of Minutes:
  - a) The Minutes of the 158<sup>th</sup> Meeting of the Governing Body held on 30.05.2025 was confirmed. 
  - b) Appropriate actions taken wherever required were reported.


## INSTITUTIONAL ITEMS: PART-A

2) **Principal's Actions:** The following actions taken by the Principal were reported, recorded and confirmed:

- i. In permitting the revision of rates in respect of Truth Solutions Pvt. Ltd. who has been awarded a contract for providing 4 Nos. of Junior Assistant on Outsource basis, in terms of Minimum Wages notified by Govt. Of NCT of Delhi vide Notification No. (142)/02/MW/VII/Part File/211-241 dated 15.04.2025, which were effective from 01.04.2025 The comparison is given hereunder: 


Details	For Junior Assistant	
	Previous Rates	Revised rates w.e.f. 01.04.2025
Minimum Wages (per month) as prescribed by the Labour Department, GNCTD	Rs. 21,215/-	Rs. 22,411/-
ESI contribution @ 3.25% of monthly wages Applicable if monthly wages are not more than Rs. 21,000/-)	Not Applicable	Not Applicable
EPF contribution @ 13% (12%+0.5%+0.5%) (Monthly minimum wages or 15,000/- whichever is less)	Rs. 1,950/-	Rs. 1,950/-
Bonus @ 8.33% (Monthly minimum wages or 7000 whichever is higher subject to the condition that the wages should not exceed Rs.21,000/-)	Nil	Nil
Total	Rs.23,165/-	Rs 24,361/-
Administrative Charges	Rs. 891.88	Rs. 891.88*
GST	18% Extra	18% Extra

\* To remain fixed during the entire contract period.


- ii. In permitting the revision of rates in respect of Miraz Securitas Pvt. Ltd. who has been awarded a contract for providing Security Services through GeM, in terms of Minimum Wages notified by Govt. Of NCT of Delhi vide Notification No. (142)/02/MW/VII/Part File/211-241 dated 15.04.2025, which were effective from 01.04.2025. The revised rates for different categories of security personnel are given hereunder: 

Details of wage calculation for Security Guards on the basis of 6 days a week with effect from 01.04.2025


Description	Category-wise wages as per GNCT of Delhi Notification					
	Supervisor		Ex-Serviceman		Security Guard	
	Graduate and above		Skilled Category		Semi-skilled Category	
	on Monthly basis @ 26 days per month	On daily basis	on Monthly basis @ 26 days per month	On daily basis	on Monthly basis @ 26 days per month	On daily basis
Basic wages(Per Month)	₹24,356/-	₹936.77 say 937/-*	₹22,411/-	₹861.96 say 862/-*	₹20,371/-	₹783.50 Say 784/-*
ESI (INR per day) @3.25% (applicable if monthly wages not more than Rs. 21,000/-)	Not Applicable	-	Not Applicable	-	₹662.06	₹25.46
Employees Provident Fund (INR per day)@ 12% of Basic Pay, subject to Max. wages @ Rs. 15000/- per month ) (max. 1800/26 days)	₹1,800/-	₹69.23	₹1,800/-	₹69.23	₹1,800.00	₹69.23
EDLI (INR per day) (max 75/26 days)	₹75.00	₹2.88	₹75.00	₹2.88	₹75.00	₹2.88
EPF Admin charge (INR per day)(max 75/26 days)	₹75.00	₹2.88	₹75.00	₹2.88	₹75.00	₹2.88
Bonus (INR per day) @ 8.33% of minimum wages or Rs. 7,000/- whichever is higher subject to the condition that the monthly wages should not exceed Rs. 21,000)	Not applicable	-	Not applicable	-	₹1,696.90	₹65.27
Sub Total	₹26,306/-	₹1,011.76	₹24,361/-	₹936.95	₹24,679.96	₹949.22
		Say ₹1,012/-		Say ₹937/-		Say ₹949/-
Administrative charges in percentage @ 3.85% inclusive of GST	₹1,012.78	₹38.95	₹937.90	₹36.07	₹950.18	₹36.54
GST Extra @ 18%	₹4,735.08	₹182.12	₹4,384.98	₹168.65	₹4,442.39	₹170.86
Gross Total	₹32,053.86	₹1,232.83	₹29,683.88	₹1,141.67	₹30,072.53	₹1,156.62


- iii. in appointing the following non-teaching staff members on contractual basis at Minimum Basic Pay of Pay Level for each category of posts plus Dearness Allowance thereon at applicable rates with effect from 06.06.2025 (F/N) for the period upto 03.12.2025: 

Sr. No.	Name	Designation	Posted at Lab./ Deptt./Lib./Centre
1	Mr. Satish Kumar Sah	Section Officer	Accounts Section
2	Mr. Sandeep Bhardwaj	S.T.A. (Computer)	Computer Centre
3	Mr. Hari Om Sharma	S.T.A. (Computer)	Computer Centre
4	Mr. Upendra Singh	S.T.A. (Computer)	Computer Science
5	Mr. Sachin Kumar	Jr. Assistant	Accounts Section
6	Mr. Sagar	Jr. Assistant	Admin. Office
7	Mr. Gaurava Vashishth	Comp. Lab. Attdt.	Computer Centre
8	Mr. Parveen Kumar	Comp. Lab. Attdt.	Computer Centre
9	Mr. Amit Kumar	Comp. Lab. Attdt.	Computer Centre
10	Mr. Budh Ram	Comp. Lab. Attdt.	Business Studies
11	Mr. Nitin Kumar	Comp. Lab. Attdt.	Business Studies
12	Mr. Lalit Giri	Laboratory Attendant	Botany
13	Mr. Gurdas	Laboratory Attendant	Chemistry
14	Ms. Sunita Vishwakarma	Laboratory Attendant	Chemistry
15	Mr. Thakur Adhikari	Laboratory Attendant	Chemistry
16	Mr. Upender Shah	Laboratory Attendant	Chemistry
17	Mr. Bhuwan Chander	Laboratory Attendant	Electronics
18	Mr. Pankaj Kanwal	Laboratory Attendant	Physics
19	Ms. Shabnam	Laboratory Attendant	Physics
20	Mr. Motilal Hembram	Laboratory Attendant	Physics
21	Mr. Amit Kumar	Laboratory Attendant	Research Centre
22	Mr. Daya Kishan Khulbe	Laboratory Attendant	Zoology
23	Mr. Saurabh Saxena	Laboratory Attendant	Administration
24	Mr. Nagender Pal	Laboratory Attendant	Zoology
25	Mr. Vidya Sagar	Library Attendant	Library
26	Mr. Nitish Mittal	Library Attendant	Library
27	Mr. Harendra Kumar	MTS	Administration
28	Mr. Bharat Chhabra	MTS	Administration
29	Mr. Durga Prasad	MTS -Mali	Horticulture
30	Mr. Vikram Kumar	MTS -Mali	Horticulture
31	Mr. Pawan Kumar	MTS -Mali	Horticulture
32	Mr. Vinod Kumar Yadav	MTS -Mali	Horticulture




- iv. in appointing the following non-teaching staff members on contractual basis at Minimum Basic Pay of Pay Level for each category of posts plus Dearness Allowance thereon at applicable rates with effect from 06.06.2025 (F/N) for the period upto 03.12.2025: 

Sr. No.	Name	Designation	Salary Head
1.	Mr.Yogesh Kumar	Multi-Tasking Staff	Campus Maintenance Fund (CDF A/c)
2.	Ms. Renu	Multi-Tasking Staff	Misc.Head (CSWF A/c)
3.	Ms.Deepa	Staff Nurse	Medical Facilities (CSWF A/c)

- 3) **Conversion of One Post of Semi-Professional Assistant to Library Assistant:** The conversion of one post of Semi-Professional Assistant to **Library Assistant** in the Library, consequent upon promotion of Semi Professional Assistant to Professional Assistant (Ref. GB Res. No. 2(iv) dated 30.05.2025) was considered. In terms of University of Delhi letter No. letter No. CB-III/Lib-Circular/2008/7513 dated 29.05.2008, the position of SPA (which was filled up under the phase out policy) whenever it falls vacant, would be converted into that of JLIA (Junior Library and Information Assistant) and the Library Attendant be henceforth promoted as JLIA. The nomenclature of the post of JLIA was subsequently changed to Library Assistant vide Corrigendum No. Estab.III(ii)/047/2008/NT/8/516 dated 03.09.2015 received from College Branch vide letter No. .CS-III/149/ Corrigendum/2015/44 dated 23.09.2015. In view of the above the GB resolved to approve conversion of one post of Semi-Professional Assistant to Library Assistant. 

- 4) **Grant of Financial up-gradation under MACP:** The fixation of pay in respect of following Non-Teaching Staff members on account of Grant of Financial up-gradation under MACP as approved by University of Delhi vide letter No. mentioned against him was reported and recorded: 

S. No.	Name of the Employee	Designation	Nature of event from Apptt.	Pay fixed with applicable Pay Scale/ Level and Cell	Univ. Approval Letter No.
1	Mr. Om Prasad	MTS	(3rd MACP) 23.01.2025	Rs. 39,800/- (Level-04, Cell-16)	CB-III/050 7 <sup>th</sup> CPC/DDU/ 2025/ 296 dated 21.05.2025
			01.07.2025	Rs. 42,200/- (Level-04, Cell-18)	

- 5) **Appointment of Public Information Officer:** The appointment of Professor Kulvinder Singh, Professor in Physics as Public Information Officer under Right to Information Act 2005 w.e.f. 12.06.2025 till further orders. (Ref. GB Res. No. 24 dated 20.01.2017) was reported, recorded and approved. 
- 6) **Approval of Additional 4 Smart Boards:** The request of ICT Committee Convenor and Coordinator IQAC regarding purchase of additional 4 smart Boards at a cost of Rs. 6,04,720/- was considered. Reference GB Resolution No. 11(ii) of its meeting held on 10.12.2024 wherein Rs. 39,00,000/- were sanctioned for purchase of 13 Smartboards. The Member Secretary reported that the College has placed order for purchase of 13 Smart Boards at a price of Rs. 19,50,420/- through GeM Bid No. GEM/2025/B/5929324 dated 13.02.2025 by following all the codal formalities of GFR 2017. Therefore, there is a balance of Rs. 19,49,580/- out of the funds sanctioned vide Res. No. 11(ii). The college can place the order for additional 4 smart Boards within the existing sanctioned amount. After due deliberations, the GB resolved to approve the purchase of additional 4 Smart Boards at a price of Rs. 6,04,720/- out of the balance of funds already sanctioned vide Res. No. 11(ii). 
- 7) **Survey Committee Report Disposal of Unserviceable Items:** The recommendations dated 19.06.2025 of Survey Committees constituted vide Res. Nos. 18 dated 26.03.2025 for inspecting and recommending disposal of unserviceable items identified during Stock Verification for the year 2023-24 were reported, recorded and approved. 


- 8) **Modalities of Hiring Security Guards for Security Services:** The recommendations of Technical Committee, constituted for hiring a suitable agency for providing security services in the college, regarding category and rates of security guards (24) and supervisor (1) to be deployed was considered and approved as per details given below:


**(A) Requirement of Guards to be deployed according to Category are as under:**

Type of Guard	Total No.	Deployment								
		Institutional Building			Boys Hostel			Girls Hostel		
		Total	Male	Female	Total	Male	Female	Total	Male	Female
Security Guard (Civilian)	14	10	9	1	1	1	-	3	-	3
Security Guard (Ex-Service man)	10	8	8	-	2	2	-	-	-	-
Supervisor	1									

- (B) **Wages to be Paid:** The wages to be paid to the security staff will be as per Notification of Labour Department, Government of NCT of Delhi as amended from time to time. The Wages as per latest notification dated 15.04.2025 are as under:

- i. Security Guard (Civilian) : Semi-Skilled – Presently Rs. 784/- per day  
(Monthly Wages: Rs. 20,371/-)
- ii. Security Guard (Ex-Serviceman) : Skilled – Presently Rs. 862/- per day  
(Monthly Wages: Rs. 22,411/-)
- iii. Supervisor (Clerical Supervisory Staff) : Graduate & above– Presently Rs. 937/- per day  
(Monthly Wages: Rs. 24,356/-)



- 9) **Preliminary Estimate of PWD:** The Preliminary Estimate of Rs. 22,98,600/- from the Office of the Executive Engineer (CIVIL), B-6, NCC Building Safdarjung Enclave, New Delhi-110029, regarding proposal of laying and replacement of wastewater pipeline with HDPE pipeline through trenches method in the campus of DDU college during 2025-26 was considered and approved to be sent to Directorate of Higher Education, Government of NCT of Delhi for administrative approval and budget sanction. 

- 10) **Preliminary Estimate of PWD:** The Preliminary Estimate of Rs. 99,56,900/- from the Office of the Executive Engineer (CIVIL), B-6, NCC Building Safdarjung Enclave, New Delhi-110029, regarding proposal of A/R & M/O for Civil Work at DDU college during 2025-26 was considered and approved to be sent to Directorate of Higher Education, Government of NCT of Delhi for administrative approval and budget sanction. 

- 11) **Confidential** 

**End of Part A**

## HOSTEL ITEMS: PART-B

- 12) **Principal's Actions:** The following actions taken by the Principal were reported, recorded and confirmed:
- i. in appointing the following staff on contractual basis for the Girls' Hostel at Minimum Basic Pay of Pay Level for each category of posts plus Dearness Allowance thereon at applicable rates w.e.f 06.06.2025 up to 04.12.2025.
    1. Ms. Ekta Sinha as Manager (Pay Level 4)
    2. Ms. Kanika Kakkar as Junior Assistant (Pay Level 2)
  - ii. in appointing the following staff on contractual basis for the Boys' Hostel at Minimum Basic Pay of Pay Level for each category of posts plus Dearness Allowance thereon at applicable rates w.e.f 06.06.2025 up to 04.12.2025.
    1. Ms. Usha Verma as Junior Assistant (Pay Level 2)
    2. Mr. Devender Pratap Singh as MTS (Pay Level 1)
- 13) **Preliminary Estimate of PWD:** The Preliminary Estimate of Rs. 14,06,620/- from the Office of the Executive Engineer (E), PWD EMD (South-West) NCT (Delhi Govt.) Brar Square, Delhi Cantt., New Delhi-110 010, regarding proposal of CCTV up-gradation in the Girls' Hostel was considered and approved. The expenditure shall be met out of the Electrical Appliances Head of Deen Dayal Upadhyaya College Girls' Hostel A/c . 
- 14) **Open Bank Account in HDFC Bank:** The recommendation of Wardens of Boys' and Girls' Hostel to Open Bank Account (Hostel Fees Account and Co-operative Mess Fee Account) for collection of fees online in HDFC Bank for the Girls' Hostel and Boys' Hostel each was considered and approved. Further, in view of delay in creating online portal for fee collection by PNB, it was resolved that if they are unable to create and make it functional by 30.06.2025 than Principal is authorised to Open Bank Account of College Fee A/c for collection of fees online also in HDFC Bank. 

**End of Part B**

**Additional Agenda with the permission of Chair.**

### 15) **Disciplinary Matters**

The Meeting ended with a vote of thanks to the Chair.

**S/d**  
**Prof. Hem Chand Jain**  
**Principal & Member Secretary**

**S/d**  
**Prof. Anil Kumar**  
**Chairman, Governing Body**