



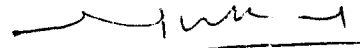
केंद्रीय विद्यालय संगठन / Kendriya Vidyalaya Sangathan
18, संस्थानिक क्षेत्र / 18, Institutional Area
शहीद जीत सिंह मार्ग / Shaheed Jeet Singh Marg
नई दिल्ली-16 / New Delhi - 16
Phone No. 011-26523070

No.F.110240 (3)/FC/2014/KVS (HQ)(Budget)

Dated 13-1-2015

Sub: Minutes of the meeting of the Finance Committee held on 24-12-2014 at 4.00 P.M in Room No. 112 of Shastri Bhawan, MHRD, New Delhi


A copy of the minutes of the Finance Committee Meeting held on 24th Dec, 2014 in Room No. 112 'C' Wing, Conference Hall of Shastri Bhawan, MHRD, New Delhi duly approved by the Vice-Chairperson of KVS is enclosed. Comments, if any, may please be forwarded to the undersigned by 16th January, 2015.


(S.Muthusivam)
Asstt. Commissioner (Finance) &
Member Secretary

Encl: As above.

Distribution:-

1. All members of the Finance Committee, KVS
2. PPS to Vice-Chairperson, KVS, MHRD, Shastri Bhawan, New Delhi
3. PPS to Joint Secretary & Financial Advisor, MHRD, Shastri Bhawan, New Delhi
4. PS to Joint Secy. (SE-II) MHRD, Shastri Bhawan, New Delhi
5. PS to Commissioner, KVS(HQ), New Delhi.
6. PS to Additional Commissioner (Admn.) KVS (HQ), New Delhi.
7. PS to Additional Commissioner (Acad.), KVS (HQ), New Delhi.
8. The Joint Commissioner (Pers)/(Admn)/(Acad)/(Trg) KVS (HQ),
9. The Joint Commissioner , Finance, KVS (HQ),
10. The Superintending Engineer, KVS (HQ).
11. All Branch Officers of KVS (HQ), New Delhi
12. D.C (EDP) is ~~is~~ requested to upload the same in KVS Web-site.


13/01/15


MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON
24th DECEMBER, 2014.

A meeting of the Finance Committee was held on 24th December, 2014 at 4.00 P.M. in Room No. 112, C Wing, Conference Hall, Shastri Bhawan, New Delhi under the Chairpersonship of Ms. Vrinda Sarup, IAS, Special Secretary (SE), Ministry of Human Resource Development and Vice-Chairperson KVS.

The list of participants placed at Annexure 'A'.

Agenda Items were discussed & decision taken as under: -

ITEM NO.	AGENDA	DECISION
1	TO CONFIRM THE MINUTES OF THE LAST MEETING OF THE FINANCE COMMITTEE HELD ON 28-11-2014.	The minutes of the last meeting of Finance Committee held on 28 th November, 2014 were confirmed.
2	ACTION TAKEN REPORT ON THE PREVIOUS FINANCE COMMITTEE MEETING HELD ON 28TH NOVEMBER, 2014.	Action taken report was noted.
3	<p>“MIS/ERP IMPLEMENTATIONS IN KVS”.</p> <p>With the stupendous growth of education sector, education institutions are becoming increasingly complex organization. They are no longer institutions limited to education delivery. Management Information System (MIS) provides information that is needed to manage organization efficiently and effectively. School Management Information System (MIS) covers School Administration, Content Management etc.</p> <p>Enterprise Resource Planning (ERP) system integrates internal and external management information across entire organization. It includes Finance/Accounting-General Ledger, Payables, Cash Management, Fixed Assets, Receivables, Budgeting, Training, Recruitment etc. School Management-Attendance of Students and Teachers, Library Management, Timetable Management, Inventory Management etc.</p> <p>KVS started with RFP & the then committee decided to bring in the NIC towards an effort to develop the applications. However, in the end, NIC could not do it and suggested NICSI, an extended arm of NIC which has empanelled two vendors for School Management Solutions after a tendering process. Then KVS explored the possibilities of getting the solution from NICSI. Meanwhile, an attempt was made to see the in-house development from Delhi Govt. The argument of KVS that in-house Development of applications from the scratch is neither feasible nor advisable as KVS has no domain expertise at</p>	The recommendation of the Technical Committee under Chairpersonship of Vice-Chairperson KVS (Annexure-I) was considered by Finance Committee KVS and recommended the same for approval of Board of Governors, KVS.


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present was acceptable to the committee. NIC has already indicated that KVS may consider Ready to deploy Solution available at NICSI. So KVS is now left with two options only. Going in for an RFP back to square one from where it started, or going for having NICSI empanelled vendors. Approximate one time Cost of MIS/ERP according to NICSI empanelment is Rs.3 Lakh per school (Excluding manpower like Data Entry Operator or Office Assistant) and Annual Maintenance Charges are Rs.31500/per school per annum.

A meeting was held on 24/12/2014 under the Chairmanship of Vice-Chairperson of KVS in Shastri Bhawan to see the presentation made by vendors empanelled on NICSI. Following members were present in the meeting.

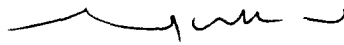
1. Dr. Satbir Silas Bedi, Joint Secretary (SE II), MHRD
2. Ms. Radha Chauha, Joint Secretary (SE-I) MHRD, Special Invitee
3. Sh. Avinash Dikshit, Commissioner, KVS
4. Sh. G.S Bothyal, Commissioner, NVS
5. Dr. Dinesh Kumar, Additional Commissioner (Acad). KVS (Hqrs)
6. MS. Manju Jindal, Dy. Director General, NIC, New Delhi
7. Sh. K. Narayanan, IIT Delhi
8. Sh. Rajesh Bahadur, Managing Director, NICSI
9. Sh. S.K. Verma, Deputy Commissioner, KVS (RO) New Delhi
10. Sh. Nagendra Goyal, Dy. Commissioner (EDP), KVS (Hqrs)
11. Sh. Suraj Prasad, Assistant Education Officer (KVS HQ)
- 12.

The recommendations of the above technical committee for the implementation of MIS/ERP in KVS is placed before the Finance Committee of KVS for consideration and approval. The expenditure would be met out of the KVS VVN Fund Account.

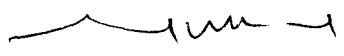
4 AMENDMENT IN TRANSFER GUIDELINES.

The Agenda for amendment in Transfer Guidelines was discussed in detail in meeting of Finance Committee and FC made recommendations as given below against various items: -

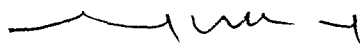
Sr No	Para No.	Existing provisions	Proposed amendment in KVS transfer guidelines.	Recommendation of Finance Committee
1.	2(3)	Defination :- Physically challenged employee : Those who are in receipt of conveyance allowance at double the rate prescribed for other employees.	Those who are in receipt of conveyance allowance at double the rate prescribed for other employees <u>or appointed under the PH reserved category.</u>	FC was of the view that against the proposed additional words, the words "or any employee with more than 40% disability on production of medical certificate from Govt. Hospital issued by competent Medical Authority /Board" should be included.
2.	5(c)	Dispalcement of an employee from a location to accommodate the request of a needy	Dispalcement of an employee from a location to accommodate the request of a needy employee <u>viz. LTR/ DFP/MDG/PH employees/ employee having differently abled dependent</u>	Displacement of an employee from a location to accommodate the request of an employee <u>who is LTR/ DFP/MDG/PH employee/ employee having differently</u>


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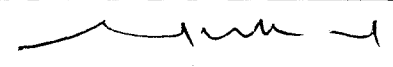
		employee.	<u>child, a PH employee even on initial posting on recruitment.</u>	<u>abled dependent child.</u>
3.	5(d)	----	<u>Transfer of Non-teaching staff upto Assistant in KVs and other offices of KVS after completion of a tenure of 07 year in a KV and / or 10 years continuously on a station in the same post.</u> (A new para proposed)	FC recommended 5 years instead of 7 years proposed in a KV. It also suggested that not more than 1/3 rd of such employees should be transferred in one year and further that longest serving employees against this norm should be transferred first.
4.	6(4)	LTR/DFP/MDG cases (-)50. <u>Clarification :-</u> If an employees qualifies for more than one ground the points shall be limited to a maximum of (-)50 only.	LTR/DFP/MDG cases <u>(-170.</u> <u>Clarification :-</u> If an employees qualifies for more than one ground the points shall be limited to a maximum of <u>(-170 only.</u>	FC did not recommend enhancement of points for this category.
5.	6(5)	Spouse, if a KVS employee and posted at the same station (-) 20.	Spouse, if a KVS/ <u>Defence</u> employee and posted at the same station (-) 20. <u>(In case of KVS spouses posted at the same station, efforts would be made to post both the spouses together at the same station on transfer.)</u>	FC did not recommend bringing Defence employees' spouse at par with KVS employees' spouse cases. However, in view of frequent transfers of officers of Armed Forces, it recommended that spouse of a Defence employee should be prioritized by giving (-18) points in place of (-15) points as at present, as a separate category.
6.	6(6)	Physically Chanlleged employees. (-) 50	Physically Chanlleged employees / <u>Employees with differently abled dependant children. (-) 80</u>	For Physically challenged employees, FC recommended giving them weightage at par with employees completing their tenure at very hard stations i.e. (-60). With respect to employees with differently abled dependent children, FC did not recommend giving any weightage of points but recommended that such employees should be given posting in A & B class cities in case they are not able to get transfer to their choice stations indicated. Further in such cases, percentage of disability should be as per DOPT norms.


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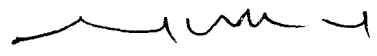
	7.	7	<p>METHOD FOR ADMINISTRATIVE TRANSFER</p> <p>.....While displacing an employee in such manner an effort would be made to post such an employee to a least inconvenient location against a clear vacancy. In case of a tie in the displacement count of employees the male employee shall be displaced. In case of a tie between the employees of the same gender the employee with earlier date of joining in present station in present post shall be displaced and in case date of joining also coincides for two or more employees then the youngest employee shall be displaced.</p> <p>a) Provided, a cut off mark D1 on Displacement Count may be prescribed on year to year basis below which an employee shall not be displaced in a particular year except under clause 5</p> <p>b)</p> <p>c)</p> <p>d) Provided, exemption can be given to an employee or group of employees from displacement for such period owing to circumstances or such other</p>	<p>METHOD FOR ADMINISTRATIVE TRANSFER</p> <p>.....While displacing an employee in such manner an effort would be made to post such an employee to a least inconvenient location / <u>against a choice station indicated in annual transfer application proforma</u> against a clear vacancy. In case of a tie in the displacement count of employees the male employee shall be displaced. In case of a tie between the employees of the same gender the employee with earlier date of joining in present station in present post shall be displaced and in case date of joining also coincides for two or more employees then the youngest employee shall be displaced.</p> <p>a) Provided, a cut off mark D1 on Displacement Count may be prescribed on year to year basis below which an employee shall not be displaced in a particular year except under clause 5 (a) , <u>5(c) and to accommodate an employee who has completed tenure in NER/Hard/Very Hard station.</u></p> <p>b)</p> <p>c)</p> <p>d) Provided, exemption <u>for one year at a time</u> can be given to an employee or group of employees from displacement for such period owing to circumstances or such other administrative exigencies justifying such exemption. <u>KVS employees whose children are likely to appear in class XII Board Exams in the transfer year will get exemption of one year.</u></p> <p>e)</p> <p>f)</p> <p>g)</p>	<p>FC recommended deletion of words "to a least inconvenient location" and addition of words "failing which to the nearest vacancy" after the proposed words "against the choice station(s) indicated in annual transfer application proforma".</p> <p>Rest of the proposed amendments were recommended.</p>
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		<p>administrative exigencies justifying such exemption.</p> <p>e) f) g)</p>		
8.	8	<p>Employees.....stations in regular annual transfer in the request prescribed proforma itself. Employees may opt for a posting at hard/ very hard/ NER station. KVS shall post them to such location in a transparent manner as per prescribed calendar of activities. Such transfer though on request shall be treated administrative in nature in accordance with clause 5 (b) above</p>	<p>Employees.....stations. Choice stations, if any, for posting in Hard/ Very Hard/ NER station may be indicated in regular annual transfer application. Employees may opt for a posting at hard/ very hard/ NER station. KVS shall post them to such location in a transparent manner as per prescribed calendar of activities. Such transfer though on request shall be treated administrative in nature in accordance with clause 5 (b) above except request for transfer from a Hard/ Very Hard / NER station to another Hard/ Very Hard/ NER station.</p>	<p>FC did not approve of the words added in the last of this para i.e. "except request for transfer from a Hard/ Very Hard / NER station to another Hard/ Very Hard/ NER station" It further desired that KVS should try to reduce the number of Hard/Very Hard stations in view of improving connectivity and other facilities in general across the country.</p>
9.	9	<p>REQUEST TRANSFER OF EMPLOYEE</p> <p>Request transfer shall be effected as per the prescribed calendar of activities. Transfer on request shall be effected on the basis of "Transfer Count" of an employee computed by assigning appropriate points to factors considered relevant for transfer. An employee on initial posting on recruitment is normally barred from applying for request transfer for three years in terms of the appointment order. An employee will not be eligible</p>	<p>REQUEST TRANSFER OF EMPLOYEE</p> <p>Request transfer shall be effected as per the prescribed calendar of activities. Transfer on request shall be effected on the basis of "Transfer Count" of an employee computed by assigning appropriate points to factors considered relevant for transfer. An employee on initial posting on recruitment is normally barred from applying for request transfer for one years in terms of the appointment order. An employee will not be eligible for request transfer twice in one academic year</p>	<p>FC recommended the amendment.</p>



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		for request transfer twice in one academic year		
10.	10(4)	Spouse, if working in KVS at the requested station or within 100 km.(+) 20.	Spouse, if working in KVS/ Defence at the requested station or within 100 km (+) 20.	Defence employee spouses to be treated as a separate category with (+18) points, as earlier recommendation against para 6(5).
11.	10(6)	DFP/MDG/LTR Cases. If an employee qualifies for more than one ground the points shall be limited to a maximum of +50 only. Further, if an employee has already secured a request transfer in previous year(s) on the basis of these additional points the points shall not given again.	DFP/MDG/LTR Cases. If an employee qualifies for more than one ground the points shall be limited to a maximum of +70 only. Further, if an employee has already secured a request transfer in previous year(s) on the basis of these additional points the points shall not given again in the same post .	FC did not recommend enhancement of points for this category.
12.	10(8)	Physically challenged employee (+) 40 . Further, if an employee has already secured a request transfer in previous year(s) on the basis of these additional points the points shall not given again in the same post.	Physically challenged employee /employee with differently abled dependent child (+) 80 . Further, if an employee has already secured a request transfer in previous year(s) on the basis of these additional points the points shall not be given again in the same post.	For physically challenged employees, FC recommended enhancement of weightage from +40 to +60 in tune with para 6(6) and that employees with differently abled dependent children should not be clubbed with physically challenged employees as per its decision at para 6(6).
13.	15	SAFEGUARD AGAINST EXTRANEOUS INFLUENCE Employees shall not bring in any outside influence; if such an influence from whichever source espousing the cause of an employee is received it shall be presumed that the same has been brought in by the employee. The request of such an employee shall not be	SAFEGUARD AGAINST EXTRANEOUS INFLUENCE Employees shall not bring in any outside influence. If such an influence from whichever source espousing the cause of an employee is received it shall be presumed that the same has been brought in by the employee. The request of such an employee shall not be considered. Action may also be initiated against such an employee under relevant service rules. Outside influence shall include representations from even spouse and family members/ relatives of KVS employees. Any representation	FC recommended the proposed amendment.


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		considered. Action may also be initiated against such an employee under relevant service rules.	<u>/ request regarding transfer not signed by employee himself/ herself shall not be considered and shall be summarily rejected.</u>	
14.	16	<p><u>Calander of Activities of Annual Transfer :-</u></p> <p><u>A detailed calander of activities of annual transfer will be prepared by KVS to effect annual transfers pursuant to these guidelines. Normally, the following timeframe/deadlines will be followed to complete the process :-</u></p> <p>a) <u>Issuance of transfer orders by 31st July.</u></p> <p>b) <u>Modifications/ Cancellations on administrative ground/ to remove anomalies in transfer orders already issued, by 31st August.</u></p> <p>c) <u>Request transfers with approval of Chairman, KVS by 30th Sept.</u></p> <p>d) <u>Annual Transfer process will close from 1st October. Transfer requests in exceptional circumstances against vacancies with approval of Chairman, KVS to be allowed after 01st October such as:-</u></p> <p>1) <u>DFP</u></p> <p>2) <u>MDG</u></p> <p>3) <u>Administrative Grounds</u></p> <p>4) <u>Spouse cases</u></p> <p>(A new para proposed to ensure more transparency in transfers & to curb the tendency of teachers to seek transfer round the year)</p>	<p>FC recommended as under :</p> <p>A detailed calander of activities of annual transfer will be prepared by KVS to effect annual transfers pursuant to these guidelines. The following timeframe/ deadlines will be followed to complete the process :-</p> <p>a) Issuance of transfer orders by 31st July by KVS.</p> <p>b) Modifications/ Cancellations on administrative grounds/ to remove anomalies in transfer orders already issued, by 31st August by KVS.</p> <p>c) Transfers with approval of Chairman, KVS by 30th Sept.</p> <p>d) Annual Transfer process will close from 1st October.</p> <p>e) After 1st Oct. transfer on administrative grounds by Commissioner.</p> <p>f) Transfer requests in exceptional circumstances against vacancies with approval of Chairman, KVS to be allowed after 01st October in cases of -</p> <p>1. DFP</p> <p>2. MDG of employee-self</p>

The Meeting ended with the Vote of the thanks to the Chair.



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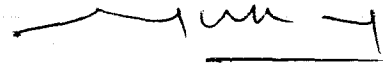
ANNEXURE 'A'

LIST OF PARTICIPANTS IN THE FINANCE COMMITTEE MEETING HELD ON 24th DECEMBER, 2014.

- | | | |
|---|---|------------------|
| 1 | Ms. Vrinda Sarup, IAS,
Special Secretary
Dept. of SE, Ministry of HRD, Govt. of India
& Vice - Chairperson, KVS
New Delhi - 110001 | Chairperson |
| 2 | Sh. Avinash Dikshit, IDAS,
Commissioner, KVS
New Delhi - 110016 | Member |
| 3 | Sh. Anil Kakaria,
Deputy Secretary (Fin.) Dept. of SE & L
Ministry of HRD, Govt. of India, New Delhi - 110001
(Represented on behalf of JS & FA, MHRD) | Member |
| 4 | Sh. S. Muthusivam,
Assistant Commissioner (Fin.)
KVS (HQ), New Delhi - 110016 | Member Secretary |

Special Invitees

1. Dr (Smt) Satbir Silas Bedi, IAS,
Joint Secretary (SE - II), Dept. of SE & L,
Ministry of HRD, Govt. of India,
New Delhi - 110001
2. Sh. G. K. Srivastava, IAS,
Additional Commissioner (Admn),
KVS, New Delhi - 110016
3. Dr. Dinesh Kumar
Additional Commissioner (Acad)
KVS, New Delhi - 110016
4. Sh. T.S. Rautella,
Assistant Financial Advisor, IFD,
Ministry of HRD, Govt. of India,
New Delhi - 110001


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KENDRIYA VIDYALAYA SANGATHAN (HQ)**Minutes of the meeting on MIS/ERP implementations in KVS**

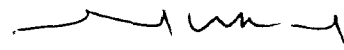
In connection with MIS/ERP Implementation in KVS, a presentation from the vendors empanelled at NICSI, was been fixed on 24.12.2014 at 3.00 PM in Shashtri Bhawan. The presentations were given by vendors in Room No. 112 C under the Chairpersonship of Ms.Vrinda Sarup, Special Secretary, MHRD and Vice Chairperson of KVS.

Following members were present:

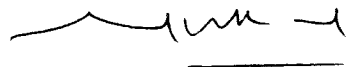
1. Dr. Satbir Silas Bedi, Joint Secretary (SE II), MHRD,
2. Sh. Avinash Dikshit, Commissioner, KVS.
3. Dr. Dinesh Kumar, Additional Commissioner (Acad.), KVS (Hqrs.)
4. Sh. Rajesh Bahadur, Managing Director, NICSI.
5. Sh. S. K. Verma, Deputy Commissioner, KVS (RO) New Delhi.
6. Sh. Nagendra Goyal, Dy. Commissioner (EDP), KVS (Hqrs.)
7. Sh. Suraj Prasad, Assistant Education Officer (KVS HQ)

Meeting started with the welcome of all committee members by Sh. Nagendra Goyal, Deputy Commissioner (Acad./EDP) KVS (Hqrs). He also apprised the committee about the background that how KVS started with RFP & the then committee decided to bring in the NIC towards an effort to develop the applications. However, in the end, NIC could not do it and suggested NICSI, an extended arm of NIC which has empanelled two vendors for School Management Solutions after tendering process. Then KVS explored the possibilities of getting the solution from NICSI. Meanwhile, an attempt was made to see the in-house development from Delhi Govt. the argument of KVS that in-house Development of applications from the scratch is neither feasible nor advisable as KVS has no domain expertise at present was acceptable to the committee. NIC has already indicated that KVS may consider Ready to deploy Solution available at NICSI. So KVS was now left with two options only. Going in for an RFP back to square one from where it started, or exploring the NICSI empanelled vendors.

With the permission of the chair, vendors on NICSI were asked to make a presentation on MIS/ERP Solutions. Both the NICSI empanelled vendors made the presentation for implementation of Management Information System (MIS) in KVS to the MIS committee. The details of presentation and offers made are as follows:


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Sl.	Item	Unecops Tech. Ltd.	MGRM Net Ltd.	Remarks
1	Who is the OEM of the application.	Unecops Tech. Ltd.	MGRM Net Ltd.	
2	In how many schools the application is running.	50 - 60 Schools	60 Schools	
3	How much customization is required to fulfil KVS requirement.	Nearly customised. Less customization may be required	MIS Solutions were generic in nature and it can be customised as per requirement of KVS. Though, they claimed that they have made a study about the KVS system.	
4	Cost of customization & time required for that.	Free of cost. However, Ready to Deploy at school level.	Free of Cost & 45 - 60 days	
5	Company's turnover by running this school automation software.	10 Cr.	55 Cr.	
6	What is roadmap after Rate Contract on NICSII is over.	15 Year AMC will be provided at the same rate	10 Years	
7	Whether company will provide source code & knowledge transfer to KVS free of cost.	Yes	Yes	
8	Training strategies & readiness.	Ready as they have already trained Kolkata Region	Ready	
9	Experience in large data Management & Planning for KV S.	Having a experience of Large Data Management in 50 schools, out of which, 46 schools are of KVS.	Having experience of Large Data Management, but no experience of implementation in KVS system.	

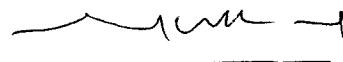

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10	Who will provide data centre & what will be the modus operandi to manage the same.	Data Centre will be provided free of cost in India and the same will be managed by them	Data Centre will be provided free of cost in India and the same will be managed by them	
11	Time taken for rolling out	6 Months (One month for Rollout for RO & HQ level + Two months for Deployment and Data Collection + Two months for training of KV staff other than the Kolkata Region. The School Rollout is immediate.)	Initial customization requires 30 days. Total time required for Rollout is 6 Months (One month for Rollout + two months for Deployment and Data Collection + Two months for training)	
12	Total worth of the company	125 Cr.	550 Cr.	

In the light of discussions during the presentation and the information gathered above, it was felt by the committee that the product of M/s MGRM Net Ltd is professionally made and generic in nature, but not implemented in Govt. Schools/KVs. This needs customization as per the requirement of KVs. The product of M/s Uneecops Technologies Ltd. has been developed as per KVS specific solution by implementing recently in around 40 KVs in Kolkata Region. Therefore it requires less customization and can be implemented immediately. However this product requires customization to fulfill need of ROs and Head Quarter level information.

Considering the edge of experience of implementing in KV, M/s Uneecops Technologies Ltd is recommended to implement the applications in KVS. As the strength & capability to scale up could not be ascertained, therefore, M/s Uneecops Technologies Ltd may initially be given the task to implement the solution only in 08 regions of KVS by placing the order on NICSI Rate Contract.

After successful implementations of the same, it may be rolled out in all 25 Regions. Committee recommends accordingly.


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