

NIEPMD-EC-13

**National Institute for Empowerment of Persons with Multiple Disabilities
(NIEPMD)**

(Ministry of Social Justice & Empowerment, Govt. of India)
East Coast Road, Muttukadu, Kovalam Post, Chennai - 603 112 (Tamil Nadu).

**Minutes of Thirteenth (13th) Meeting of the Executive Council of NIEPMD held on
04th April 2012 at Conference Hall, MSJ&E, Shastri Bhawan, New Delhi**

MEMBERS PRESENT :-

Shri Pankaj Joshi, JS to GOI, Disability Division, MSJ&E - Chairperson
Shri Jagdish Kumar, Dy. Secy (NIs & DD.1), MSJ&E - Member
Shri Sanyasi Pradhan, Dy. Secretary (Finance) attended the meeting on behalf of
JS & FA - member of EC.
Dr. (Mrs) Neeradha Chandramohan, Director, NIEPMD - Member Secretary

The following agenda were taken up in the meeting:

13.1 : Confirmation of the 12th meeting of EC meeting held on 29th November 2011 :-

The Minutes of the 12th meeting of the EC which was held on 29th November 2011 was confirmed by the Council.

13.2 : Action Taken on minutes of 12th meeting of EC :-

The EC noted the action taken by the Institute on the resolutions passed during the previous meeting.

13.3 : Status of staff strength, posts lying vacant with NIEPMD :-

The Council noted that the following sanctioned posts are lying vacant to be filled up :-

| S/N | Name of Post | No Of post | Reservation | Status |
|-----|--|------------|---|--|
| 1. | Associate Professor in Special Education | 01 | Un-reserved (to be filled by Direct Recruitment/Deputation) | Advertisement being issued. The RR of the post and the Draft Advertisement is placed below for perusal and approval of the EC. The post is proposed to be filled up by May 2012. |
| 2. | Dy. Registrar (Admn) | 01 | - do - | - do - |
| 3. | Associate Professor in Clinical Psychology | 01 | Un-reserved (to be filled on Deputation) | - do - |
| 4. | Associate Professor in Social Work | 01 | Un-reserved (to be filled by Direct recruitment deputation/ promotion) | The post fell vacant as one for the Assistant Professor from RRTC who was adjusted against the vacant/sanctioned post of Associate Professor has proceeded on Superannuation. This post of Associate Professor has been identified for the Department of Social Work, NIEPMD. The RR for the said post and the Advt. are placed below for perusal and approval of the Council. |

On the said Agenda the Council noted the details of vacant posts held with the Institute. The council also noted the draft advertisement, the draft Recruitment Rule framed for the post of Associate Professor in Social Work etc., (Annexure) and accordingly approved issuance of employment notification to be published as Advertisement for filling up of all the above said posts, including the vacant post of Accounts Officer. The council issued the following instructions:-

- (i) To issue the advertisement for all the vacant posts of the institute strictly as per the Recruitment Rules, after receipt of approved minutes of the meeting.
- (ii) The draft Recruitment Rule for the post of Associate Professor in Social Works submitted along with the said agenda is approved.
- (iii) The details on "Promotion" mentioned in the "Method of Recruitment" at Column No.11 and 12 of the Recruitment Rule of all the posts should be clearly spelt out as per the GOI. DOPT orders in this regard. (i.e, the feeder cadre, grades from which promotion to be made, requirement of Essential qualification, desirable qualification etc., to be mentioned in the RR.).

13.4 : Pilot Project for creation of awareness of prevention and early detection of disabilities for Anganwadi Workers : Approval for procurement and distribution of kits .

The Council approved procuring 10,000 (ten thousand) kits by following the purchase procedures and rules in this regard as laid down in the GFR. The council also approved the suggestion submitted by the Institute to include / make some changes in the materials to cover multiple disabilities viz., autism and cerebral palsy.

13.5 : Holding the International Conference on Autism 2012 .

The Council approved holding the conference during 30th October 2012 to 03rd November 2012, jointly organized with Institute for Remedial Intervention Services (IRIS), a part of Commandur Foundation, Chennai at an estimated expenditure/share of Rs.12.64 lakhs (approx) by NIEPMD. The council suggested restricting the expenditure on account of programme lunch, tea and snacks @ Rs.150/- per head and also other expenditures at par with the relevant GOI instructions on holding such conferences.

13.6 : Requirement of a van for Special School, NIEPMD and for providing Services to reach the un-reached persons with disabilities at rural Areas & practical trainings to trainees

The item was deferred.

13.7: Establishment of Satellite Centres and City based Centres of NIEPMD

The Council suggested to submit the proposal with detailed financial implications in establishing ~~the city based centres and the satellite centres~~, in the next EC meeting.

13.8 : Approval of hostel and guest house accommodation charges

The Council approved the charges/fees proposed by the Institute, as under :-

(A) HOSTEL FEES :- (w.e.f. the academic year 2012-13)

- a) Hostel Fees = Rs.2000/- per annum per student.
 b) Caution Deposit (Refundable) = Rs.1000/- per annum per student.
 c) Maintenance fee = @ Rs.150/- per month per student
 (Rs.1500/- for 10 months - payable
 On monthly basis by the student.)

(B) GUEST HOUSE & HOSTEL ACCOMMODATION CHARGES:-

| S/No. | Category of Guest | Charges Per day & Per Head (Rs.) |
|--|--|---|
| <u>GUEST HOUSE CHARGES</u> | | |
| 1. | Members of EC, GC, Ethics committee & various committees of NIEPMD | 150/- |
| 2. | Employees of NIEPMD | 100/- |
| 3. | Officers of MSJ&E | 250/- |
| 4. | Employees from other NIs under MSJ&E | 250/- |
| 5. | Employees from Other Central Govt. departments, State Govt. & Public Sector Undertakings on duty | 500/- |
| 6. | Others | 750/- |
| <u>HOSTEL CHARGES FOR STUDENTS/TRAINEES</u> | | Charges Per day & Per Head (Rs.) |
| 7. | Trainees / Students, Faculties visiting from other NIs/ Institutes/ Universities etc., | 50/- |
| 8. | Participants of STTP / CRE / Other programmes / HRD activities | 50/- |
| 9. | Family Cottages (maximum allowed is 4 members of a family – per cottage) | 25/- |

13.9: **Engagement of Guest Faculties/Support Staff : Proposal for Upward revision of fixed remuneration/honorarium in respect Of technical staffs**

The Council approved the revised fixed remuneration/honorarium to the technical staff categories, as under :-

| S/No. | Category | Amount of honorarium paid per session restricted to the maximum of 4 sessions a day of 2 hours duration | REVISED AMOUNT OF FIXED REMUNERATION / HONORARIUM PROPOSED per session restricted to the maximum of 4 sessions a day of 2 hours duration |
|-------|--|---|--|
| 1. | Candidates possessing specialization in Graduate level such as BPT/BOT/BMR/B.Sc., (Speech & Audiology), (Psychology) etc., and engaged for therapy purposes (equivalent post : Rehab Officer/Therapist) | Rs. 190/- per session | Rs.225/- per session |
| 3. | Candidates possessing specialization in Post Graduate level such as MOT/MPT/M.Sc., (Speech & Audiology.) (Psychology) (Equivalent regular post : Lecturer) and engaged for | Rs.200/- per session | Rs.275/- per session |

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8th August, 2006

NOTE

The EC in its 78th meeting held on 8th July, 2006 has taken the following decision:

78.10 Enhancement of honorarium of Guest Faculties

Initially, the rates of honorarium of guest faculties and Research Assistants were fixed keeping in view of the requirement of suitable personnel for research projects and requirement of guest faculties in connection with imparting Diploma level and Graduate level courses at this Institute and other Regional Centres vide Resolution No.39.21 of the Executive Council in 1995. Consequent upon introduction of PG level/M.Phil level courses at this Institute and other Regional Centres, it has become difficult to engage guest faculties catering to the needs of the PG level courses as the rates of honorarium are low and not attractive. It was brought to the notice of this office that the metro cities like Mumbai, Delhi and Kolkata, procuring services of guest faculties has become difficult to conduct even graduate level programmes as the existing rates of honorarium were stated to be not attractive as compared to the remuneration paid by the other local educational institutions.

Having regard to the expediency of increasing honorarium for the faculty members and service personnel to be outsourced, the EC desired that revisions if any should have taken into account all aspects before placing the agenda before the EC. The EC however, approved the rates of honorarium per session of 2 hours inclusive of teaching and practice as well as services as under. The maximum limit of engaging a faculty is for 4 sessions a day i.e. 8 hours per day.

| Sl. No. | Qualifications of professionals and personnel to be outsourced | Existing rate of honorarium | Revised rate of honorarium |
|---------|---|--|--|
| 1. | Intermediate plus any Diploma recognised by RCI or any other equivalent qualification. | Rs.75/- per session (2 hours) | Rs.75/- per session inclusive of local transport |
| 2. | Graduation in any discipline plus any Diploma or Graduation with B.Ed. BMR/BRS/BRT/B.Sc.Speech/BOT/BPT/MA(Psy) or any other equivalent qualification. | Rs.100/- per session inclusive of local transport | Rs.125/- per session inclusive of local transport |
| 3. | MSW, M.Ed., PGDEI, MBA, MCA, M.Sc. (Speech), MPT, MOT or any other equivalent qualification. | Rs.125/- per session inclusive of local transport | Rs.175/- per session inclusive of local transport |
| 4. | M.Ed. with Master's degree MDRA, M.Phil of (1 Yr.), or MBBS or any other equivalent qualification. | Rs.150/- per session inclusive of local transport. | Rs.250/- per session inclusive of local transport. |
| 5. | M.Phil (Cl.Psy), M.Phil (Rehab.Psy) of 2 yrs duration, Masters with 2 yrs PG in disability rehabilitation area, MBBS with DCH or DPM or any other equivalent qualification. | Rs.175/- per session inclusive of local transport | Rs.350/- per session inclusive of local transport. |
| 6. | MD or Ph.D. or higher qualifications or any other equivalent qualification. | Rs.200/- per session inclusive of local transport | Rs.500/- per session inclusive of local transport. |


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The existing terms and conditions, which are mentioned below, will remain unchanged:

1. If any subject expert is engaged as Guest Faculty on part-time basis as proposed above on continuous basis throughout the academic term, he/she would also be required to undertake coordination duties like conduct of examinations, setting of papers, evaluation of scripts, preparations of time table of classes, scheduling of theory and practicum classes and other coordination duties assigned by the Centre/Department from time to time without any extra remuneration.
2. The honorarium indicated above was for minimum qualifications prescribed for each category of 'guest faculty'. In case guest faculty possessed educational qualifications higher than the prescribed, the payment of honorarium will be made according to the prescribed qualifications only.

This honorarium will come into effect prospectively, i.e., from 14.8.06

All concerned are advised to take necessary action.


DIRECTOR, NIMH

DD(A)
AO
AAO (PM)

AS
① In info
② Advise all the
Centres to follow
the revised rates
③ Suitable modifications in
appreciate?
1/10

1. **Prof. P.Jeyachandran**, Director, Vijaya Human Services, 4, Lakshmipuram, street, Royapettah, Chennai – 600014 - *CHAIRPERSON* 3rd
2. **Shri. S.Muthusamy**, Senior Central Govt, Standing Counsel, Room/Chamber No. 91, Addl. Law Chambers, High Court, Chennai - *MEMBER*
3. **Dr. Saroj Arya**, Assot. Prof in Rehabilitation Psychology, National Institute for the Mentally Handicapped, Manovikas Nagar, Secunderabad- 500009 - *MEMBER* J.P
4. **Dr. Ritu Gosh**, Deputy Director, Mobility India, 1 & 1 A cross, 2nd Phase, Nagar, Bangalore – 78 - *MEMBER*
5. **Mrs. Nandini Rawal**, Project Director, Blinds People Association, Jagdish Patel Chowk, Dr. Vikram Sarabhai Marg, Ahmadabad – 380015. - *MEMBER*
6. **Prof. Roopa Nagarajan**, Head of the Department, Dept. of Speech & Hearing, Sri Ramachandra Medical College., Chennai – 600116 - *MEMBER*
7. **Mrs. Nandhini Palani Kumar**, No.4, Shri Aravindhar Street, 24th Cross street, Village High Road, Sholingalur – 119, Chennai – *MEMBER*.
8. **Shri Mohamed Shaik Dawood**, Imam, Kovalam Dargha, Kovalam Mosque, Kovalam, ECR, Chennai – 603 112 – *MEMBER*.
9. **Dr. Neeradha Chandramohan**, Director, NIEPMD, ECR, Muttukadu, Kovalam Post, Chennai – 603112 - *MEMBER SECRETARY*
Officials from NIEPMD authorized to be associated with this Committee for presentation of various research projects etc. :-
Dr. M.K. Tomy Mampilly, HOD, PMR, NIEPMD; and
Dr. Vijayalakshmy, Lecturer in Medical Sciences, NIEPMD.

The said committee will meet atleast once in 6 months and shall advise the Institute on measures to educate / orient faculty relating to ethical issues on topics of bio – behavioral investigations / research related to the field of multiple disabilities.

The non-officials members nominated for the above purpose shall be paid TA/DA, sitting charges and other charges, for attending the meeting of the committee, as per the GOI rules and the rules of the Institute in vogue.

13.13 : Approval of Proposal to Insure the new buildings and other fixed assets of NIEPMD : United India Insurance Company: House Holder's Policy

The Council noted that the construction of new buildings of NIEPMD is complete and have been handed over by the CPWD, Chennai to NIEPMD authorities and ready for inauguration. New Buildings of NIEPMD have been constructed with all modern techniques and are a state of art building which has complete barrier free environment and will set a standard for such buildings.

The buildings are equipped with all safety features. However, it is felt essential that the new buildings and the fixed assets shall be insured against any eventuality arising out of natural calamities like earth quakes, tsunami, fire accidents, lightning, riots, strikers, any such damages caused due to any human error etc.,



Accordingly, the Council approved the proposal for Insuring the New buildings and f
assets of the Institute under "House Holder's Policy" of The United India Insura
Company, as per the details below:-

| Sl. No. | Sum assured Amount in rupees | Policy Term | Premium Amount (Single time payment/ Single premium) (Approximate) (Rs. in Lakhs) |
|---------|---------------------------------|-------------|---|
| 1. | Rs. 40 Crores | 10 Years | 2.07 ** |

** Service tax extra – as applicable as per rules.

The meeting ended with thanks to the Chair.



| | therapy purposes | | |
|----|--|-----------------------|----------------------|
| 4. | Candidate possessing M. Phil., in the relevant field of specialization (Equivalent regular post : Asst Prof) | Rs. 250/- per session | Rs.325/- per session |
| 5. | Candidates possessing Ph.D., in the relevant field of specialization (Equivalent regular post : Assoc Prof) | Rs. 300/- per session | Rs.400/- per session |

The revised rates of honorarium will be paid w.e.f. 01st May 2012. In case of all other categories, the honorarium/fixed remuneration approved by the EC on 06th July 2011 will be followed.

13.10: Grant of approval to expand the radius of providing mobile services to the distance of 50kms

The Council noted that there is an increase of clients being identified under the category of Multiple Disabilities from the data submitted by the Institute. Accordingly, the Council approved to expand the radius of providing mobile services from the existing 20 kms radius to the distance of 50 kms to increase the cliental flow.

13.11 : Authorization of operate NIEPMD accounts and signature in the Cheque books of NIEPMD accounts

The Council noted that the Institute is presently operating the following official bank accounts with Indian Bank, Kovalam Branch :-

| S/No. | Account number & Details | Nature of account |
|-------|-------------------------------------|----------------------|
| 1. | 761297290 - NIEPMD Main account | Savings Bank account |
| 2. | 761297450 - NIEPMD ADIP account | - do - |
| 3. | 767304360 - NIEPMD GPF account | - do - |
| 4. | 978264317 - IGNOU SSC 25202 account | - do - |

The Council also noted that the Director, NIEPMD is authorized to operate the above said accounts. To sign the Official cheques as second signatory, the following senior faculty of the Institute is authorized by the Council with immediate effect, in addition to the official authorized earlier :-

(a) Dr Mrs. J Vijayalakshmy, Lecturer in Medical Science

13.12: Formation of NIEPMD Ethics Committee

The Council noted that to carry out the R&D activities, which is one of the prime objectives of the Institute, the Institute had proposed for the Ethics Committee which shall facilitate and grant ethical clearance to any or all research activities. The Council also noted that it is mandatory to form a "Ethics Committee" which shall ensure to safeguard the interests, rights, privileges, claims immunities and prerogative of human subjects included for the research in the field of Multiple Disabilities.

Accordingly, while approving the proposal of the Institute to form the NIEPMD Ethics Committee (NEC) with the following constitution, the Council suggested to find out the status of the Chairperson from other NIs about being Official or non-official member and also to mention the tenure, duties and responsibilities of the Chairperson and the members of the Ethics committee :-

10

The Council approved the charges/fees proposed by the Institute, as under :-

(A) HOSTEL FEES :- (w.e.f. the academic year 2012-13)

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**Recruitment Rule for the post of
ASSOCIATE PROFESSOR IN SOCIAL WORK**

| | | |
|-----|---|--|
| 1 | Name of the Post | ASSOCIATE PROFESSOR IN SOCIAL WORK |
| 2 | Number of the posts | One |
| 3 | Classification | Group-A |
| 4 | Scale of pay | Rs. 15,600-39,100 (PB3) GP Rs.7600/- |
| 5 | Whether selection or non-selection | Selection |
| 6 | Whether benefit of added years of service admissible under Rule 30 of the CSS (Pension) Rules 1972 | Not applicable |
| 7 | Age limit for direct recruitment | Not exceeding 50 years. |
| 8 | Educational and other qualifications for Direct Recruitment | <p>Essential Qualification(s) :</p> <ol style="list-style-type: none"> 1. Master's degree in Social Work on regular basis. 2. Ph.D., in Social work. 3. PG Diploma in Disability Rehabilitation or PG Diploma in Community Based Rehabilitation. 4. Atleast 10 (ten) years of experience and regular service as Lecturer in Social work (or) 05 (five) years of experience and regular service as Assistant Professor in Social work with experience in the field of teaching and training of education of persons with the disabilities. 5. Experience in conducting outreach programme for persons with disabilities. Experience in conduct of camps, community training programmes, community based rehabilitation and awareness programmes etc., 6. Registration with RCI as professional/ or to be produced within six months on appointment. 7. Experience in conduct of research in the field of disability / social work. 8. Should have experience of computer application their day to day work <p>Desirable :-</p> <ol style="list-style-type: none"> 1. Experience of guiding research at masters' level. 2. Experience in working with persons with Multiple Disabilities. 3. Published work in the field in reputed journal/presentation of scientific paper in conferences of national & international level. |
| 9. | Whether age and educational qualifications prescribed for Direct recruits will apply in the case of promotes | Not Applicable |
| 10. | Period of probation, if any. | Two years in case of direct recruitment. |
| 11. | Method of recruitment, whether by Direct recruitment or by deputation/transfer the vacancies to be filled by various methods. | By Direct recruitment / Deputation / Promotion. |
| 12. | In case of recruitment by promotion /deputation/ transfer grades from which promotion/ deputation/transfer to be made | Applicable as per rules. |
| 13. | If a selection Committee/D.P.C exists what composition. | <ol style="list-style-type: none"> 1. Chairperson, Executive Council and JS to Govt. of India- Chairperson 2. Director, NIEPMD – Member Secretary 3. Two external experts from the panel to be nominated by the Chairperson including representative from SC/ST Community. |
| 14. | Circumstances in which UPSC is to be consulted in making recruitment. | Not applicable |

P. Veri