



राष्ट्रीय सहकारी प्रशिक्षण परिषद NATIONAL COUNCIL FOR COOPERATIVE TRAINING

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18.07.2018

NOTIFICATION

Subject : Guidelines for utilization of Training and Development Fund and Building Fund by RICMs/ICMs/VAMNICOM, Pune/NCCT (HQ) – Notification.

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The Executive Council of NCCT in its first meeting held on 29.06.2018 has approved the revised guidelines for utilization of the Training Development Fund (TDF) and Building Fund available at the Institute. The same are given as under:-

Training and Development Fund (TDF)

1. 50% of the net resource generated by the institute shall be transferred to their TDF account.
2. Financial Assistance received from other organization/Govt. (if any) for the purpose of purchase of fixed assets shall be credited to this account.
3. The TDF shall be utilised for the improvement of infrastructural facilities (other than Buildings) which could not be met out from the regular sanctioned budget/grant. The improvement of infrastructural facilities will include purchase of fixed assets Furniture, Computers and Peripherals, Air Conditioners, Staff car, Office and electrical Equipment etc.
4. Normally, not more than 25% of the accumulated balance in the TDF shall be utilized in a year for the above mentioned infrastructural facilities.
5. In case if an Institute has received financial assistance for a specific purpose, the entire quantum of such amount can be utilized for the purpose for it is granted.
6. The Institutes shall obtain the prior approval of their Management Committee before seeking the approval of competent authority for utilization of TDF. A self-contained proposal, by giving due justifications for the purchase, shall be placed before the Management Committee while seeking its approval.

7. The purchases of the desired assets shall be done in strict compliance of the General Financial Rules of the Govt. of India amended from time to time.
8. In case if the Institute is purchasing assets in replacement of the old unserviceable assets, the disposal shall be completed within 30 days of the purchase of such assets.
9. Efforts shall be made by the Institutes in observing austerity measures in proposing purchase/utilisation of TDF so as to ensure that sufficient balance is maintained in TDF, at all time, to cope up with emergent situations.
10. The Competent authority for granting approval for utilisation of TDF shall be Secretary, NCCT or the Chairman, Executive Council depending upon the limit of financial powers vested with them.
11. The utilization of the TDF by the Institute shall be done only with the prior approval of the competent authority.


Building Fund

1. Financial Assistance received by the Institute, from NCCT/Govt./Other organizations, for the purpose of Building Construction/renovation/repairs etc. shall be directly credited to this account.
2. Income/receipts generated by the Institute for hiring of classroom, hostel and other building infrastructure for the purpose of conducting training programmes shall be credited to this account.
3. The amount accumulated in the Building Fund will be utilized for the purpose of repairs, whitewash, renovation, construction of office buildings and payment of wages for staff employed for security.
4. The Institutes shall obtain the prior approval of their Building Committee before seeking the approval of competent authority for utilization of Building Fund. A self-contained proposal, by giving due justifications for taking up the desired work, shall be placed before the Building Committee while seeking its approval.
5. Normally, not more than 50% of the accumulated balance in the Building Fund shall be utilised in a year for the abovementioned work.
6. In case if an Institute has received financial assistance for a specific purpose, the entire quantum of such amount can be utilised for the purpose for it is granted.
7. The Competent authority for granting approval for utilisation of Building Fund shall be Secretary, NCCT or the Chairman, Executive Council depending upon the limit of financial powers vested with them.



8. The utilization of the Building Fund by the institute shall be done only with the prior approval of the competent authority.
9. The work towards repair, renovation and construction of buildings shall be done in strict compliance of the General Financial Rules of the Govt. of India amended from time to time.

All the Institute are requested to adhere to the guidelines given above while sending proposals to the Council seeking its approval.


(Manish Bhatia) 18/7/18
Administrative Officer

1. The Registrar
VAMNICOM, Pune.
2. The Director
Regional Institute of Cooperative Management,
All-5.
3. The Director
Institute of Cooperative Management,
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