

**NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA**  
**Minutes of Third Meeting of the Board of Governors held on 29.06. 2013**

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The 3<sup>rd</sup> meeting of the Board of Governors of NIT Meghalaya was held on 29<sup>th</sup> June, 2013 at 10.30 a.m. in the Administrative Building of NIT Meghalaya, Shillong and the following members were present:

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| 1. Professor D. K. Basu<br>Chairman, BOG NIT Meghalaya   | Chairman  |
| 2. Professor G. Barua<br>Director, IIT Guwahati  | Member    |
| 3. Professor D. K. Saikia,<br>Director, NIT Meghalaya  | Member    |
| 4. Professor Samarjit Sengupta<br>Electrical Engineering,<br>Dept. of Appl. Physics, Calcutta University | Member    |
| 5. Professor P. K. Bora<br>IIT Guwahati  | Member    |
| 6. Shri Wallamghang Roy<br>Managing Director, Power Carriers Pvt. Ltd,<br>Shillong                       | Member    |
| 7. Shri A. Datta<br>Asst. Professor, NIT Meghalaya   | Member    |
| 8. Shri Arun Kumar<br>MHRD Representative  | Member    |
| 9. Shri D. J. Goswami<br>Registrar i/c, NIT Meghalaya  | Secretary |

The other members of the Board, Prof. U. Bhattacharyya, CSE, BESU, Kolkata, Shri R. D. Shira, Retd. Director, BRPL, Financial Adviser, Department of Higher Education, MHRD, could not attend the meeting due to prior engagements. The office of the Financial Adviser, Department of Higher Education, MHRD, however, sent its inputs on the agenda items of the meeting.

At the outset the Chairman welcomed the members to the 3<sup>rd</sup> meeting of the Board and the agenda for the day was taken up.

**Item No. 1 Confirmation of minutes of the 2<sup>nd</sup> meeting:**

The minutes of the 2<sup>nd</sup> meeting of the Board was circulated among the members. No comments were received from the members. The members agreed that the minutes be confirmed.

**R1/BOG-III/2013**: The Board **RESOLVED** that the Minutes of the Second Meeting of the Board of Governors of NIT Meghalaya held on 23<sup>rd</sup> March, 2013 be confirmed as circulated.

**Item No. 2 Follow up action on the decisions of the Board of Governors of NIT Meghalaya taken on its 2<sup>nd</sup> meeting:**

The Registrar elaborated the action taken on the resolutions of the Board in its 2<sup>nd</sup> meeting.

**R2/BOG-III/2013**: The Board **NOTED** the actions taken on the decisions in the second meeting of the Board of Governors held on 23-03-2013 as reported.

**Item No. 3 Annual report for the years 2010-11 and 2011-12 and Audited Annual Accounts for the year 2010-11 and 2011-12 for submission to MHRD, Govt. of India**

A combined annual report for the years 2010-11 and 2011-12 and the Audited Annual Accounts for the years 2010-11 and 2011-12 along with the audit certificate and a copy of the management letter received from the office of the Principal Accountant General (Audit), Meghalaya, Shillong was placed before the Board for its consideration and approval so that these can be forwarded to MHRD, GoI for tabling in the Parliament.

**R3/BOG-III/2013**: The Board **RESOLVED** to **APPROVE** the Annual Report and the Audited Annual Accounts of the Institute for the years 2010-11 & 2011-12 and forward it to MHRD, GoI for tabling in the Parliament.

**Item No. 4 Introduction of Architecture course in NIT MEGHALAYA:**

Following a request from the Chief Minister of Meghalaya for starting of a School of Architecture in Shillong MHRD has suggested the Institute to start a programme on Architecture. The matter was placed before the Board for its noting and advice.

The Board discussed the matter. It was mentioned that the Institute is starting the B. Tech programme in two new disciplines of Civil Engineering and Mechanical Engineering this year and there is shortage of infrastructure in Institute at the moment to start another new programme as it is operating from a temporary campus. It was therefore suggested that the Institute should take up the suggestion made by the Ministry when suitable infrastructure becomes available.

**R4/BOG-III/2013**: The Board **NOTED** the suggestion made by the Ministry and **RESOLVED** that the suggestion be taken-up later when suitable infrastructure become available.

**Item No. 5 Award of Project Management Consultancy (PMC) Contract.**

The Board noted that the L1 bidder was found to be not technically qualified after the opening of the price bid. Therefore the Board decided to ask the B&WC to have another look at its recommendation.

**R5/BOG-II/2013**: The Board **RESOLVED** to ask the B&WC to have another look at the recommendation on award of the PMC contract.

**Item No. 6 Nomination of Mr. M. Tariang to Building & Works Committee (B&WC) of the Institute.**

The Board was informed that the CPWD had withdrawn its nominee in the Building & Works Committee (B&WC) of the Institute. It was therefore proposed that the Board approves induction of Shri M. Tariang, Retd. Chief Engineer, MPWD as the expert member in Civil Engineering in the B&WC.

It was however pointed out that the expert member has to be a serving person in the organization. Therefore the Board members opined that MPWD, NEHU or other autonomous bodies of repute be approached to nominate a senior level engineer from its Civil Engineering wing.

**R6/BOG-III/2013**: The Board **RESOLVED** that the Institute approaches the MPWD, NEHU or any other Autonomous Body to nominate an engineer of the level of Superintending Engineer or above from its civil engineering wing to the B&WC of the Institute.

**Item No. 7 Medical Attendance rules for NIT Meghalaya**

The Institute did not have any medical attendance rules of its own. A set of medical rules was therefore placed before the Board for its consideration and approval.

The Registrar i/c explained the proposed set of rules to be members of the Board. The Board, after deliberations, decided to approve the proposed set of rules.

**R7/BOG-III/2013**: The Board **RESOLVED** to **APPROVE** the set of Medical Rules as proposed.

**Item No. 8 Delegation of Powers to various functionaries in the Institute:**

With the increase in the activities of the Institute it has become necessary to delegate the powers to various existing functionaries of the Institute. Therefore it was proposed to delegate the powers as below:

**1. Leave****1.1 Leave to the employees**

Sl. No.	Type of Leave	Sanctioning Authority	Through	Remarks
1.	Sabbatical Leave / Study leave/ EOL (Long Leave)	BoG	Head of Dept/ Centre/ Dean	Approved in the 1 <sup>st</sup> meeting of the BOG
2.	For any type of leave for going abroad/ for attending Conference/ Seminar/ Workshop/ Symposium	Board/ Director/ Board Standing Committee	Head of Dept./ Centre	
3.	On Duty/ Special Leave (Short Leave) / Leave not Due(LND)	Director/ Authority Nominated by Director	Head of Dept./ Centre	
4.	Vacation/ EL/ HPL/ Commuted Leave/ Maternity leave/ Adoption leave / Paternity leave/ EOL (Short)/ Hospital Leave	Registrar	Head of Dept./ Centre	
5.	Casual Leave / Special CL	Head of Dept./ Centre		

**1.2 Director's leave:**

Up to 5 days- Self with intimation to the Chairman, Board of Governors  
 Beyond 5 days – With approval of Chairman, Board of Governors

**2. Administrative Matters**

Sl. No.	Functional responsibility	Entrusted to		Remarks
2.1	DDO	In addition to the powers mentioned in the Statutes, Director will act as the DDO until a full time Registrar is appointed.		Approved in the 1 <sup>st</sup> meeting of the BOG
2.2	Registrar	OSD (Administration) will function as the Registrar in-charge and shall exercise the powers as mentioned in the Statutes (except as DDO) till a full time Registrar is appointed		
2.3	Permission for foreign travel to employees	Director		
2.4	Permission for foreign travel to Director	Chairman, BOG		
2.5	Issue of appointment letters a) For Faculty members and Group A staff	a) Director		
	b) For Group 'B','C' staff	b) Registrar		
2.6	Issue of No objection certificate for passports etc.	Registrar		
2.7	Issue of service certificate	Registrar		
2.8	Issue of studentship certificate and other such certificate to students	Asst. Registrar (Academic) with approval of the Director		
2.9	Signing of contract agreement related to Rent, outsourced service etc.	Registrar	Up to Rs.10,00,000/-	
		Director	Full powers	

**3. Financial Matters: for Purchase**

Sl. No	Functional responsibility	Sanctioning Authority	Remarks
3.1	Purchase of equipment/ furniture/books etc.	Full financial power to the Director within the provisions of budget	Approved in the 1 <sup>st</sup> meeting of the BOG.
3.2	Issuing of purchase orders	Registrar	

**4. Delegation of Power for Works Related Expenditure:**

Sl. No.	Nature of power	Designation of the Officer/ Authority	Extent of power	Condition
4.1	Accord of administrative approval to original/capital works(including addition & alteration)	Director	Rs.20,00,000/-	Any tender award or actual expenditure beyond 15% above the sanctioned administrative approval will require a revised administrative approval
		B&WC	Rs.1,00,00,000/-	
4.2	Technical sanction of the estimate	Director	Rs.20,00,000/-	
		B&WC	Full powers	
4.3	Award of Contract	Eng-in-charge	Rs.5,00,000/-	
		Director	Rs.20,00,000/-	
		B&WC	Full powers	
4.4	Accord to Sanction to changes in design and or drawings	Engineer-in-charge	With no change in quantities and cost.	
		Director	Up to 10% change in quantities in the concerned items along with 10% total extra expenditure beyond	

			tendered amount.	
		B&WC	Full powers subject to Administrative approval, if required.	
4.5	Accord to sanction to extra quantities with sanctioned amount	Director	Up to 10% change in quantities in the concerned items along with 10% total extra expenditure beyond tendered amount.	
		B&WC	Full powers subject to Administrative approval, if required.	
4.6	Accord of Sanction of use of items as replacements or additions which have not been quoted in the tender	Director	Full powers within 10% total extra expenditure beyond tendered amount	Based on market analysis of rates of new items
		BWC	Full powers subject to Administrative approval, if required	
4.7	Acceptance of lowest tender	Director	1,00,00,000/-	
		BWC	Full powers subject to Admin. approval if required	
4.8	Acceptance of single tender	Director	Rs.5,00,000/-	Provided:
		BWC	Full powers subject to Admin .approval if required	Only one tender is received in response to Tender Notice. Efforts are made to get the rates reduced by negotiation if the rates are found to be in the higher side.
4.9	Acceptance of tender other than the lowest	Director	Rs.5,00,000/-	This procedure can be resorted only in case of objection to the capability of the

				lowest bidder, his/her financial status, his/her performance or other reasons to be recorded in writing in detail. Efforts should be made to have quoted rates reduced as close as possible to the quoted rates by the lowest bidder.
4.10	Award of work (i) Without calling competitive tenders and (ii) Ab-initio after infructious call of tenders or with a firm which has not quoted	Director	5,00,000/-	Provided, - The party to whom work is to be awarded is asked to quote his rates and he complies with other requirements of tendering. - Rates are found reasonable compared with latest rates at which similar work had been awarded in the recent past. - Execution of the work can't wait till formalities of tendering can be completed as the work is to be done on urgent basis.
		B&WC	Full powers subject to Administrative approval, if required	
4.11	Purchase of Fixtures/ Fittings/ Consumables/ Spares for maintenance works	Director	Full powers with approved budget provisions	



4.12	Grant of extension of time for completion of works	Director	Full powers	
4.13	Opening of tenders	Director	Full powers	
4.14	Execution of contract agreement	Engineer-in-charge	Up to Rs. 5,00,000/-	
		Director	Full Powers	

**R8/BOG-III/2013**: The Board **RESOLVED** to **APPROVE** the delegation of powers as proposed.

### **Item 9: Status of Appointment**

The status of existing Faculty and Non-faculty positions and the scheduled recruitments were presented before the Board. It was stated that all the 22 faculty positions have been filled-up and additional new positions are required for the coming session. Already an advertisement was issued and a very good number of applications have been received against the advertisement for the required positions in the various departments. It was also informed that the selections committee meetings, with experts approved by the Chairman, Board of Governors, have been scheduled in the Month of July. The representative of the Ministry present in the meeting, Mr. Arun Kumar, informed that 16 (sixteen) faculty positions have been sanctioned by the ministry, and a copy of the order to that effect was also provided by him. The Board was also informed about the recruitment process that has been taken up to fill-up the vacant non-faculty positions.

Further, the was informed that due to urgency an approval was taken from the Chairman, BoG for the Board & Senate nominees in the Selection Committees for the Faculty (List is at Annex.1) . The Board was requested to ratify the same.

**R9/BOG-III/2013**: The Board **RESOLVED** to **RATIFY** the Board Nominees to the Faculty Selection Committees approved by the Chairman and give a go-ahead to the recruitment process as scheduled.

### **Item 10: Contractual to Regular position - Dr. Subhendu Maity**

Mr. Subhendu Maity was offered a position of Assistant Professor on contractual basis vide our offer letter no. NITMGH/REC/F-ME/76 dated 21.05.2012 with the condition that on completion of his Ph. D. he will be placed in a regular position. Mr. Maity vide his letter dated 29.01.2013 had informed the Institute about completion of his PhD and to take necessary

steps in this regard. Vide office order dated NITMGH/PF-10/2013-14/204 dated 29.04.2013 his pay has been upgraded as per the norms of model recruitment rules for the faculty members of NITs. As Dr. Maity has fulfilled the requirement of obtaining a Ph. D, it was required to put him in a regular position w.e.f. the date of submission of thesis on 07.09.2012.

**R10/BOG-III/2013**: The Board **RESOLVED** to **APPROVE** the proposal of offering a regular position to Dr.Subhendu Maity w.e.f. the date of submission of thesis i.e. from 07.09.2012.

**Item No.11**    **Item by circulation**

**Approval and adoption of the Master Plan for the permanent Campus of NIT Meghalaya at Sohra.**

An item regarding approval of the Master Plan of the Permanent campus at Sohra was circulated amongst the members of the Board for their approval.

A suggestion was received from the ministry regarding holding a meeting of the BOG to make a detailed presentation of the Master Plan of NIT Campus and the requirements thereof. Accordingly, a presentation on the Master Plan by the Architect Consultant was organized on the evening of 28.06.2013, prior to the day of the Board meeting. The presentation was attended by most of the members of the Board and the B&WC as well as several eminent experts. The members were satisfied with the Master Plan. However, there was a suggestion to look at the options for the approach road and the main entrance gate. The Board authorized the Director to take a decision on the matter after due consultation with the Consultant Architect.

**R11/BOG-III/2013**: The Board **RESOLVED** to authorize the Director to finalize the Master Plan with the necessary alterations, if any, in case of change in the approach road and the main entrance to the campus.

**Item No. 12**

**Items approved by the Director**

The following items approved by the Director were reported to the Board:

**a) Reservations in Admissions against State Quota as per State Reservation Policy:**

As per the Act of the Parliament on Reservation in Admissions to Centrally Funded Institutions 2007 (Amended 2012), the admissions against the State Quota seats in

the Institutions located in states under the 6<sup>th</sup> scheduled of the constitution, are to be done as per the state reservation policy (Gazette notified) for admissions. The matter was discussed in the 2<sup>nd</sup> meeting of the BoG and there was a general agreement that the Institute is to go by the Act once the State Govt. provides the notification. The Govt. of Meghalaya provided the notification to the Institute on 6<sup>th</sup> of June, which was also the last date for providing the Seat Matrix for admission to the B. Tech Programme to the Central Seat Allocation Board (CSAB-2013). After discussing the matter with the Chairman of BoG, the Director worked out the Seat Matrix for admission to the B. Tech programme as per the State's reservation policy, which was forwarded to CSAB-2013. It was to be noted that the State's reservation policy could not be followed exactly in the Seat Matrix as the State's Policy makes provision for sub categories within the ST category and that cannot be accommodated in the centrally conducted admission process. This was already informed to the State Govt.

**R12a/BOG-III/2013**: The Board **RESOLVED** to ratify the decision taken by the director on implementation of the State Reservation Policy for the 50% seats reserved for the state of Meghalaya.

**b) Resignation of Mr. Banriskhem K. Khonglah**

Mr. Banriskhem K. Khonglah, appointed as Assistant Professor in the Department of Electronics and Communication Engineering was granted leave without pay for a semester with the approval of the BOG for completion of the course work of his Ph. D programme at IIT Guwahati. He was asked to rejoin the Institute at the end of the semester. But, vide his letter dated 9/5/2013 Mr. Khonglah expressed his inability to rejoin due to the requirements of his PhD. programme and offered to resign. His resignation was accepted and was released from the Institute w.e.f. 20.05.2013.

**R12b/BOG-III/2013**: The Board **RESOLVED** to ratify the decision taken by the director on accepting the resignation of Mr. B. K. Khonglah.

**c) Resignation of Dr. Amal Medhi**

Dr. Amal Medhi, Asst. Professor in the Dept. Of Physics, has tendered his resignation vide his letter dated 03.06.2013 in order to join a position at a higher grade pay in IISER Thiruvananthapuram. As per his offer of appointment he is to give one month's notice for terminating the engagement, as he is presently under probation. His resignation was accepted by the Director subject to the ratification of BOG. He will be released from the Institute on 03.07.2013(a.n.)

**R12c/BOG-III/2013**: The Board **RESOLVED** to ratify the decision taken by the

director on accepting the resignation of Dr. Amal Medhi.

**d) Enhancement of Dearness Allowance from 72% to 80% w.e.f. 01.01.2013**

The GOI, Ministry of Finance, Department of expenditure has approved the payment of enhanced rate of Dearness Allowance from 72% to 80% to the Central Government employees w.e.f. 01.01.2013. NIT Meghalaya being a Central Govt. Autonomous Body, the enhanced rate is applicable to the employees who are drawing their salaries in a scale of pay. The approval of the Director, the same has been implemented for the eligible employees of NIT Meghalaya

**R12d/BOG-III/2013**: The Board **RESOLVED** to ratify the decision taken by the director to implement the enhancement in the Dearness Allowance w.e.f. 01.01.2013 as allowed by Gol.

**Item 13: Any other items with the permission of the chair**

**A1. Annual Accounts of FY 2012-13**

The Annual Accounts of the Institute prepared by the Outsourced Agency M/S M. Saquei & Co, appointed as Internal Auditor of the Institute was tabled before the Board for its adoption. After the adoption by the Board, the Accounts were to be sent to the Office of the Accountant General for necessary auditing.

**R13/BOG-III/2013**: The Board **RESOLVED** to **ADOPT** the Annual Accounts of FY 2012-13 presented on the table for forwarding it to the Statutory Auditor.

**A2. Budget for the Year 2013-14**

The Finance Committee of the Institute had recommended a budget of Rs. 4670.00 Lakhs for the FY 2013-14 vide resolution no. R3/FC-II/2013 of its 2<sup>nd</sup> meeting held on 22.03.2013 for the approval of the Board and the Board had approved the budget. But inadvertently the matter was not included in the minutes of the 2<sup>nd</sup> meeting of the Board.

**R14/BOG-III/2013**: The Board **RESOLVED** to consider the budget presented as approved and include it in the current meeting of the Board.

**A3. Appointment of Dr. Ayon Bhattacharjee, on Deputation as Associate Professor in Department of Physics**

The Institute has received an application from Dr. Ayon Bhattacharjee, Assistant Professor in Physics at NIT Silchar, for a post of Associate Professor in NIT Meghalaya,

through proper channel. Dr. Bhattacharjee has the requisite qualifications and experience for the position he has applied for. He has been serving at NIT Silchar since 2005 in the current position.

The Institute however has not advertised for position of Associate Professor in Physics. But, it will be very useful to have faculty with experience of working in an old NIT. The Institute therefore proposes to offer him a position of Associate Professor in the Department of Physics, on Deputation.

The Board considered the proposal and decided to approve appointment of Dr. Ayon Bhattacharjee as Associate Professor in Physics on Deputation for a period of three years.

**R14/BOG-III/2013**: The Board **RESOLVED** to approve appointment of Dr. Ayon Bhattacharjee as Associate Professor in Physics on Deputation for a period of three years

#### **A4. Scholarship to Ph. D. Scholars:**

With the approval of the Board towards starting of Ph. D. programme from the academic year 2013-14, notification calling for applications for admission to the Ph. D. programme was issued and a good number of applications have been received. The short-listing process is going on. However a decision was to be taken regarding the scholarship amount that is to be paid to full-time scholars.

**R15/BOG-III/2013**: The Board **RESOLVED** to approve award of scholarships to full-time Ph. D. Scholars selected through due process in the Institute as follows:

- A. Candidates with M. Tech degree be awarded scholarships as per MHRD norms.
- B. Candidates with M. Sc. or BE/ B. Tech degree be awarded scholarship as per MHRD norms only if they have valid GATE/NET score.

#### **A5. Site Allowance to Personnel from the Engineering Section**

The permanent site of the Institute is at Sohra which is about 60 km away from Shillong. The Executive Engineer and his staff have to visit the site to look after the construction related activities. Though at present these visits are few, once the construction work starts the frequency will increase. It is difficult to reimburse their petty expenses on actual . It is therefore proposed that engineering staff be paid a daily allowance to meet the expenses of their visits to the site.

**R16/BOG-III/2013**: The Board **RESOLVED** to **APPROVE** food allowance as per rule to

the Engineering Staff for each visit to the site without submission of bills, till the Institute shifts to the permanent site.

#### **A6. Reporting Items:**

##### **I. MOUs Signed**

##### **a. MOU with IIT Guwahati regarding NIT Meghalaya Faculty Ph. D. Guidance.**

The Institute has young talented faculty members who are yet to get their Ph. D. It is important for the Institute to see that these members of the faculty carryout quality Ph.D work as early as possible so that they contribute to the research activities of the Institute. Ph. D is also a requirement for their regularization in service in the Institute. As the Institute does not have sufficient number of qualified Ph. D. supervisors the Institute has signed an MOU with IIT Guwahati to help in the matter. As per the MOU, the NIT faculty will register as Ph.D. scholar in NIT Meghalaya and will be supervised by IIT Guwahati faculty. IIT Guwahati will also allow such scholars to undergo required course works at the IIT the credit for which will be transferred as per Academic Regulations of NIT Meghalaya.

##### **b. MOU with NIT Silchar on Academic Collaborations**

NIT Meghalaya and NIT Silchar have signed a MOU for academic collaborations that may be beneficial to both the Institutions.

**R17/BOG-III/2013:** The Board **NOTED** with appreciation the signing of the two MOUs with IIT Guwahati and NIT Silchar.

##### **II. Punishment to Students for Malpractice in Examination.**

Three of the first year B. Tech students listed below, were found to indulge in serious malpractice in the end term examinations of two of the courses.

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 ██████████  
 ██████████

A Committee constituted by the Director enquired into the matter and recommended that the three students be asked to repeat the first year of the programme. The Director accepted the recommendation considering that it was necessary to send a strong signal to the students against such malpractice at this very initial stage of the Institute. Further, it was also noted that these three students were the worst performers with backlog of about 40% of the courses in the first year.

**R18/BOG-III/2013:** While **NOTING** the action taken the Board expressed its concern

over the matter and hoped that the action will act as an effective deterrent against malpractice in examinations.

#### **A7. Award of Contract for Construction of Boundary Wall of Permanent Campus**

A tender was floated for construction of the Boundary Wall at the permanent campus of the Institute at Sohra in 4(four) groups vide NIT No. NITMGH/Works/Boundary Wall Sohra/2012-13/21 dtd. 01/05/13. A total of 22 tenders were received. After a due process of selection the B&WC has sent its recommendation to award the contracts to bidders as follows:

<b>Sl. No.</b>	<b>Particulars of works</b>	<b>Estimated Amount (Rs.)</b>	<b>Name of recommended bidder</b>	<b>Amount quoted by the bidder (Rs.)</b>	<b>Remarks</b>
1	Group- A	1,36,31,023/-	Shri B.D. Marbaniang, Mawlai Mawroh, Shillong	1,31,38,969.50	L1; Quoted 3.61% below the estimated amount
2	Group- B	1,19,04,995/-	Smt. Caroline Pala, Last Stop Laban, Shillong-793004	1,02,94,145.00	L1: Quoted 13.53% below the Estimated Amount
3	Group- C	1,47,93,251/-	Shri Jerry Kharchandy, Kench's Trace, Shillong-04	1,40,84,512.50	L2; Contract to be awarded at the rate quoted by L1 bidder Shri Dundee C. Khongsit at 5.44% below the Estimated Amount i.e. at Rs. 1,39,88,124.00
4	Group- D	1,62,85,428/-	Shri Dundee C. Khongsit, Mawlai Motsyiar, Shillong-793008	1,53,66,091.00	Single qualified quotation; Quoted 5.65% below the Estimated Amount

L2 bidder was recommended for Group-C to ensure that only one Group is awarded to a bidder so that the work can be completed expeditiously.

**R18/BOG-III/2013:** The Board **RESOLVED** to **Award** the contracts of construction of the Boundary wall as recommended by the B&WC.

**As there was no other item the meeting ended with thanks to the Chair.**