

MINUTES OF THE NINETEENTH MEETING OF THE BOARD OF MANAGEMENT HELD ON 12 FEBRUARY 2016 AT 4:30 HRS AT THE CONFERENCE ROOM

The Nineteenth meeting of the Board of Management was held on 12 February 2016 at 4:30 hrs at the Conference Room.

PRESENT:

The following were present:

Chairperson

Dr Leena Srivastava Dr Rajiv Seth Air Marshal K K Nohwar (Retd.) Mr TN Thakur Mr Ishteyaque Amjad Mr Mahesh Vipradas Mr S Sundar Mr Shri Prakash Dr Prateek Sharma Mr Amit Kumar Dr Manipadma Datta Capt Pradeep Kumar Padhy (Retd.) Secretary

Mr Mahesh Vipradas attended the meeting on behalf of Mr Tulsi Tanti. Dr Yasmine Hilton, Mr Prashant Bangur, Prof Parthasarthi Shome and Mr Ashok Lavasa were unable to attend the meeting.

ITEM NO.1 To consider and approve the Minutes of the 18 th Meeting of the Board of Management held on July 13, 2015.
The Secretary informed that the Minutes of 18 th Meeting of the Board of
Management held on July 13, 2015 were circulated to the members of the Board.
No comments on the Minutes have been received.
TU/BM 19.1.1 The Board discussed and confirmed the minutes of 18 th meeting of BoM held on
July 13, 2015.

ITEM NO. 2 Matter of Information.

TU/BM 19.2.1 The Board considered the following matters and noted:-

(i) Status of the MSc, MBA, MA (PP&SD), MA (SDP), MTech and the doctoral programmes at the TERI University.

(ii) MoU signed with Ministry of Railways on setting up an Indian Railway Chair for Sustainable Mobility.

(iii) Prof Shigeo Katsu, President of the Nazarbayev University, Kazakhstan invited as Chief Guest at the 8th Convocation of TERI University to be held on 07 March 2016.

(iv) Status report on new campuses in Guwahati, Hyderabad and Hunsur.

ITEM NO. 3 Action Taken Report on the previous points.

TU/BM 19.3.1 The Board considered the Action Taken Report on the previous points taken at the 18th meeting of BoM held on July13, 2015 and noted the following:-

(i) A Policy on Equality, Diversity and Inclusion, 2015 has been promulgated.

(ii) Mechanism for Student Placement and Career progression of Alumni has been put in place.

ITEM NO. 4 To report the decisions taken by the Chairman on behalf of the Board of Management.

TU/BM 19.4.1 The Board resolved that the actions taken by Chairman, BoM be approved, reported and recorded as per details given below:-

(a) The decisions taken based on the recommendations of the VC & Selection Committees for appointment of following to the positions as under:-

Name	Designation
Dr Gopal K Sarangi	Assistant Professor
Dr Sukanya Das	Assistant Professor
Dr Neeti	Assistant Professor
Dr L N Venkataraman	Assistant Professor
Ms Fawzia Tarannum	Lecturer
Capt. Pradeep Kumar Padhy (retd.)	Registrar and Head (Outreach)

- (b) Redesignation of Dr Soumendu Sarkar as Assistant Professor.
- (c) Creation of the post of Pro-Vice Chancellor at TERI University.(i) Appointment of Dr Rajiv Seth to the post of Pro-Vice chancellor.

(d) TERI University Policy and Guidelines for the Prevention, Prohibition and Punishment of Sexual Harassment of Women. (Annexure 1)

(e) TERI University Policy on Equality, Diversity and Inclusion. (Annexure 2)

(f) Guidelines for award of the title "Emeritus Professor" at the TERI University. (Annexure 3)

(g) Award of title "Emeritus Professor" to Prof S Sundar.

ITEM NO. 5 Setting up of Centre for Post Graduate Legal Studies at the TERI University.

- **TU/BM 19.5.1** The Board discussed and approved the setting up of Centre for Post Graduate Legal Studies at the TERI University.
- ITEM NO. 6 To approve Audited Accounts of the Financial Year 2014-15.
- **BM 19.6.1** The Board considered and approved the Audited Accounts of Financial Year 2014-15 based on the recommendations of the Finance Committee made at its meeting held on December 11, 2015 (Annexure 4).
- ITEM NO.7 To consider and approve the Financial Estimates for the Financial Year 2015-16.
- **BM 19.7.1** The Board approved the financial estimates for the financial year 2015-16 as recommended by Finance Committee in its meeting on December 11, 2015 (Annexure 5).

Items discussed with the permission of the Chair

ITEM NO. 8 To address issues arising out of UGC (Institutions Deemed to be University) Regulations, 2010, amended regulations 2014 and 2015. The amended regulations of the UGC in respect of Deemed Universities stipulate

The amended regulations of the UGC in respect of Deemed Universities stipulate that the Vice Chancellor be designated as the Chairman of Board of Management.

The Chairman informed that to conform to UGC regulations the Vice Chancellor be designated as Chairperson of the BoM.

TU/BM 19.8.1 The Board considered the matter and resolved to designate the Vice Chancellor, TERI University as the Chairperson of Board of Management with immediate effect.

There being no other items for discussion the meeting was adjourned.

Annexure 1. TERI University Policy & guidelines for the prevention, prohibition and punishment of Sexual Harassment of Women, 2015

Annexure 2. TERI University Policy on Equality, Diversity and Inclusion, 2015

Annexure 3. TERI University Policy on award of title of Emeritus Professor

- Annexure 4. Audited Accounts of the Financial Year 2014-15
- Annexure 5. Financial Estimates for the Financial Year 2015-16

<u>TERI University Policy & guidelines for the prevention, prohibition and punishment of Sexual Harassment of Women, 2015</u>

Preamble

1. The TERI University is committed to creating and maintaining a gender-sensitive and congenial democratic working environment in which students, teachers and non-teaching staff can work together in a community free of all forms of gender violence, sexual harassment and discrimination on the basis of sex/gender. Every member of the University should be aware that while the University is committed to the right to freedom of expression and association, it strongly supports gender equality and opposes any form of gender discrimination and violence. Article 16 of the Constitution of India declares "There shall be equality of opportunity for all citizens in matters relating to employment or appointment to any office under the State." In keeping with the spirit of the Constitution, the Government of India ratified the United Nations Convention on Elimination of All Forms of Discrimination against Women on 25 Jun 93. Subsequently, the Indian Parliament enacted The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (Herein after referred to as Act). In pursuance to the above directive, the TERI University, New Delhi has decided to formulate the policy and guidelines to deal with the problem and cases of sexual harassment.

Scope

2. These rules may be called the TERI University Policy and Guidelines for the prevention, prohibition and punishment of Sexual Harassment of Women, 2015. These rules shall be applicable to all complaints of sexual harassment made by any woman member of the TERI University (any person on the rolls of TERI University including temporary, part-time or honorary employees by whatever name called and would include persons engaged on a casual or a project basis and also those engaged through a contractor, students and campus residents).

These Rules shall be applicable to sexual harassment taking place within the TERI University campus, hostels, any place visited by the employee or the student as part of official/study work including study trips provided by the TERI University.

Definition - Sexual Harassment

3. As described in section 2(n) of the Act, Sexual Harassment includes any one or more of the following unwelcome acts or behaviour:-

- a) Physical contact and advances; or
- b) A demand or request for sexual favours; or
- c) Making sexually coloured remarks; or
- d) Showing pornography; or
- e) Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

In addition, the following circumstances, among other circumstances, if it occurs or are present in relation to or connected with any act or behaviour of sexual harassment may amount to sexual harassment in case of :

a) Implied or explicit promise of preferential treatment in employment/admission/ evaluation/grading process; or

b) Implied or explicit threat of detrimental treatment in employment/admission/ evaluation/grading process; or

c) Implied or explicit threat about present or future employment/admission/ registration status; or

d) Interference with work or creating an intimidating or offensive or hostile work/learning environment; or

e) Humiliating treatment likely to affect health or safety." (Section 3 (2)).

Procedure for Handling of Sexual Harassment Cases

Constitution of ICC

- 4. The Vice Chancellor, by an order (format placed at Annexure 1.1) in writing shall constitute a Committee to be known as the "Internal Complaints Committee (ICC)". The committee will consist of five members (one external and four internal members). The Presiding Officer and majority of members shall be women.
- 5. As mandated in section 4(3) of the Act, each Office Bearer shall hold office for a maximum period of three years from the date of appointment.
- 6. As mandated by section 4(5) of the Act, any Office Bearer would be removed by the Vice Chancellor through a communication in the following circumstances:
 - a) If an inquiry against the Office Bearer is initiated, or
 - b) If the Office Bearer is convicted for an offence.

c) On dismissal/resignation/withdrawal of the office bearer from the employment of TERI University.

- 7. The ICC shall function from the office of its Presiding Officer.
- 8. The ICC shall create awareness about sexual harassment amongst its employees/students. It will help deal with and recommend punishment for non-consensual acts of sexual harassment. Members are expected to be sensitive to the issue and not let personal biases and prejudices and stereotypes affect their functioning as members of the ICC.

Complaint

- 9. Any woman, of any age whether employed or not, who alleges to have been subjected to any act of sexual harassment by the respondent is an aggrieved woman.
- 10. An aggrieved woman may pursue the matter related to sexual harassment through a formal procedure by lodging a complaint with the President or any members of ICC as follows:
 - a) In writing;

b) Lodge within a period of three (03) months from the date of the incident or the last incident in case of a series of incidents.

- 11. However, a complaint may be accepted even after the aforesaid period if the ICC is satisfied that the circumstances prevented the aggrieved to lodge a complaint within the stipulated time. 6 copies of a written complaint should be submitted to the Committee or any of its members along with list of witnesses and supporting documents. Additional documents and list of witnesses can be submitted to ICC at a later stage during the proceeding.
- 12. Provided that where such complaint cannot be made in writing, the Presiding Officer or any other member of the ICC shall render all reasonable assistance to the woman for making the complaint in writing.
- 13. The University shall develop a page in the website on the procedures of lodging complaint.

Duties of ICC

- 14. <u>Gender Sensitisation</u>. Conduct an orientation seminar to discuss the nature and scope of the sexual harassment of women at the workplace, at the beginning_of the academic year. The ICC shall also further facilitate spreading awareness of the policy and implementation of the same through informal sessions, performances, cultural events etc., during the academic year.
- 15. Duly acknowledge receipt of any complaint received from an aggrieved woman.
- 16. Any complaint received by the members should be immediately forwarded to the Presiding Officer, and this must be notified to other committee members at the earliest and not later than 3 days and a meeting should be called for discussing the matter.
- 17. No legal practitioner will be allowed to represent either the aggrieved woman or the respondent in proceedings before the ICC.
- 18. If the ICC finds any complaint to be outside the purview of sexual harassment as defined above, it shall inform the complainant of the same in writing within **five days** of receiving the complaint and close the case without any inquiry; furthermore, the ICC shall report such closure to the Vice Chancellor within **five days** from its decision.
- 19. The ICC may, before initiating an inquiry, at the request of the aggrieved woman, take steps to settle the matter between her and the respondent through conciliation. No monetary settlement shall be made as the basis of conciliation. The ICC shall provide the copies of the settlement as recorded to the aggrieved woman and the respondent. Where a settlement is arrived at, no further inquiry shall be conducted. The ICC shall then record the settlement so arrived and forward the same report to the Vice Chancellor.
- 20. If conciliation is found to be not feasible, notice will be issued to both parties for hearing. Notice shall be issued to the respondent within 7 working days of receipt of the complaint and 10 working days shall be given for submission of reply (along with the list of witnesses and documents).
- 21. If the ICC is satisfied that the complaint does fall under the purview of sexual harassment as defined above, it shall conduct an inquiry into the case, if the respondent is an employee/student. In case of other workers, if a prima-facie case exists, the ICC will forward the complaint to the police. During the inquiry, the ICC is authorized to take the following steps:
 - a) Summon any employee/student of the TERI University, if required.

b) Examine the complainant / respondent / witness on oath, if required; every party involved in a case shall be given an opportunity of being heard, as mandated by section 11(1) of the Act; and

- *c)* Demand the production of relevant documents, if required.
- 22. The ICC shall close a case if the complainant withdraws the complaint in writing; and report the closure to the Vice Chancellor within one week of the withdrawal as mandated in section 10(2) of the Act.
- 23. Complete the inquiry within a period of ninety days from the date of receiving the written complaint, as mandated by section 11(4) of the Act.
- 24. Report the findings of every inquiry to the Vice Chancellor within a period of 10 days from the date of completion of the same inquiry, as mandated by section 13(1) of the Act.
- 25. As mandated by section 16 of the Act, the ICC shall not communicate the nature of the complaint / identity / address of the complainant or respondent or witness in response to any application under the Right to Information Act or to the public / media.
- 26. Where the conduct of sexual harassment amounts to a specific offence under IPC (45 of 1860) or under any other law it shall be the duty of the ICC to immediately inform the complainant of her right to initiate action in accordance with the law.
- 27. Make inquiry into the complaint in accordance with the provisions of the service rules/ disciplinary rules applicable to the respondent considering sexual harassment as misconduct. The ICC shall provide reasonable opportunity to the aggrieved woman and the respondent for presenting and defending her/his case. The ICC may at any time during the enquiry proceedings, preclude the face-to-face examination of the respondent and the aggrieved woman and/or their witnesses. The past sexual history of the aggrieved woman shall not be probed into as such information shall be deemed irrelevant to a complaint of sexual harassment.
- 28. The ICC shall have the right to terminate the enquiry proceedings and to give an ex-party decision on the complaint, should the respondent fail, without valid ground, to be present for three consecutive hearings convened by the Presiding Officer.
- 29. The aggrieved woman and the respondent, or any one person on her/his behalf, shall have the right to examine written transcripts of the recordings with the exclusion of witnesses' names and identities. Any person nominated by the aggrieved woman and/or the respondent on her/his behalf shall be (only) either a student, or a member of the academic or non-teaching staff. No person who has been found guilty of sexual harassment shall be accepted as a nominee. The aggrieved woman/respondent should inform the Presiding Officer specifically if they wish to exercise this right. The Presiding Officer shall allow access to such documents on a specific date to be intimated at least **two days** in advance to each of the parties concerned. At no point in time, however, can the concerned parties take these documents outside the office.
- 30. The aggrieved woman and the respondent shall be responsible for presenting their witnesses before the ICC. However, if the ICC is convinced that the absence of either of the parties to the disputes is on valid grounds, the ICC shall adjourn that particular meeting of the ICC for a period not exceeding five days. The meeting so adjourned shall be conducted thereafter, even if the person concerned fails to appear for the said adjourned meeting without prior intimation/valid ground.

- 31. All proceedings of the ICC shall be recorded in writing. The record of the proceedings and the statement of witnesses shall be endorsed by the persons concerned as well as the ICC members present. In case the minutes cannot be reduced in writing the same day, an audio recording of the proceedings may be made, and the written proceedings will be authenticated on a next available opportunity.
- 32. If the aggrieved woman desires to tender any documents by way of evidence, the ICC can supply true copies of such documents to the respondent. Similarly, if the respondent desires to tender any documents in evidence, the ICC shall supply true copies of such documents to the aggrieved woman. In the event the ICC thinks that supplementary testimony is required, the Presiding Officer shall forward to the persons concerned a summary of the proceedings and allow for a time period of seven days to submit such testimony, in person or in writing, to the ICC.
- 33. The aggrieved woman and the respondent shall have the right of cross-examination of all witnesses. However such cross-examination shall be conducted in the form of written questions and responses via the ICC only. The respondent shall have no right to directly cross-examine the aggrieved woman or her witnesses. The respondent/aggrieved woman may submit to the ICC, a written list of questions that he/she desires to pose to the aggrieved woman/witness. The ICC shall retain the right to disallow any questions that it has reason to believe to be irrelevant, mischievous, slanderous, derogatory or gender-insensitive. Amicus Curie can be called for helping the ICC if and when required. After concluding its investigation, the ICC shall submit a detailed reasoned report to the Vice Chancellor.

34. The ICC shall maintain records with the following details of every complaint received:-

- a) Date of receiving the complaint.
- b) Name, designation/Roll No., Department and Programme of the complainant;
- c) Summary of the complaint.
- d) ICC's decision, in brief with signature of the ICC members and President.

ICC Recommendations

35. The report of the ICC shall include any of the following recommendations:-

Appropriate action be taken against the respondent/s if the allegation has been proved in the inquiry, as mandated by section 13(3). The following actions may be recommended for:-

Employee :

- a) Written apology.
- b) Warning.
- c) Reprimand or censure.
- d) Withholding of promotion.
- e) Withholding of pay rise or increments.
- f) Undergoing a counseling session.

- g) Carrying out of community service.
- h) Terminating the respondent from service.
- i) Any other punishment according to the service rules applicable to the respondent.

Students:

- a) Disciplinary probation.
- b) Warning.
- c) Suspension from the University for one or more semesters.
- d) Expulsion from the University.

No action be taken against the respondent(s) if the allegation has not been proved in the inquiry, as mandated by section 13(2) of the Act;

When the ICC arrives at the conclusion that the allegation against the respondent is malicious or the aggrieved woman or any other person making the complaint has made the complaint knowing it to be false or the aggrieved women or any other person making the complaint has produced any forged or misleading document, it may recommend to the Vice Chancellor to take action against such falsification. However, a mere inability to substantiate a complaint or provide adequate proof need not attract any action against the complainant.

36. If the allegation(s) is/are proved against the respondent, the ICC may direct the TERI University to ensure the payment of compensation to the aggrieved woman by the respondent. The determination of compensation to the aggrieved woman shall be decided based on the following facts: -

a) The mental trauma, pain, suffering and emotional distress caused to the aggrieved woman.

- b) The loss of career opportunity due to the incident of sexual harassment.
- c) Medical expenses incurred by the victim for physical or psychiatric treatment.
- d) The income and financial status of the respondent.
- e) Feasibility of such payment in lump sum or in installments.
- 37. The TERI University authorities will file a compliance report to the ICC within 30 days of issuance of such recommendation.
- 38. The aggrieved woman or respondent may prefer an appeal to the competent authority.

Decision of ICC

39. The ICC's decisions shall be taken in the following manner:-

a) If the Office Bearers are in unanimity, then their opinion shall be considered as the ICC's decision;

b) If the Office Bearers are not in unanimity, then the opinion of their majority shall be considered as the ICC's decision;

c) If there is a tie among the Office Bearers, then the Presiding Officer's opinion shall be considered as the ICC's decision.

Miscellaneous

- 40. <u>Remuneration</u>. As provided for in section 4(4) of the Act, the external member(s) shall be paid such fees as mutually agreed upon in a contract with this institution for attending the ICC's proceedings as and when required by its Presiding Officer.
- 41. <u>Support</u>. Additional General Manager (AS), TERI University shall provide the necessary administrative and logistical support to the ICC if requested by its Presiding Officer.
- 42. The ICC shall submit an annual report for every year (1st April to 31st March), with brief details of the cases filed and their status, to the **Registrar** by the 1st of April of the following year.
- 43. The admin office shall render a report to UGC as per letter Ref.No. F. 91-1/2013 (GS) dated 15th June'15, in the format placed at Annexure 1.2, for this policy.
- 44. In case of any doubts or ambiguity or difficulty in implementing the provision of these rules the decision of Vice Chancellor, TERI University in this regard shall be sought and shall be final.

Annexure 1.1

<u>TERI UNIVERSITY</u>

(Deemed to be University)

Internal Complaints Committee and a policy document to inquire into the complaint of Sexual Harassment at work place

In accordance with the extra ordinary Gazette of India, Part-II, dated April 23, 2013 and UGC guidelines No.D.O.No.F.91-1/2013(GS) dated 23rd July'2015, the Vice Chancellor has constituted the following "Internal Complaints Committee(ICC)" vide notification no. ______ dated______, in the TERI University to inquire into the complaints of Sexual Harassment of woman at work place:-

(a)	-	Presiding Officer
(b)	-	Member
(c)	-	Member
(d)	-	Member
(e)	-	Member (External)

Annexure 1.2

Annual Return on cases of Sexual Harassment Period : 1st April To 31st March.....

Ser ·		Ministry / Dept.	Autono mous Bodies
1.	Number of complaints of sexual harassment received in the year		
2.	Number of complaints disposed off during the year		
3.	Number of cases pending for more than 90 days		
4.	Number of workshops on awareness programmes against sexual		
	harassment conducted during the year		
5.	Nature of action		

TERI University Policy on Equality, Diversity and Inclusion, 2015

Preamble

1. The TERI University is committed to being inclusive, as a diverse population of students, faculty and staff from different religions, castes, cultures, physical abilities and country, are its greatest strengths. In order to ensure everyone can thrive and meet their full potential, it is essential that inclusion and equality of opportunity be at the core of all the activities of the University. The TERI University commits to facilitate an environment of non-discrimination as envisaged under the Constitution of India and various laws passed by the Parliament aimed at eliminating discrimination.

Scope

2. This policy will be called "Policy on Equality, Diversity and Inclusion,2015" and shall be applicable to the faculty, students, staff, potential employees, service users, contract workers, volunteers, visitors, as well as Board of Management and the Academic Council. The University is committed to a zero tolerance policy in relation to discrimination on the basis of race, caste, ethnicity, accent, nationality, gender, marital status, disability, religion or belief, sexual orientation, age or any other irrelevant factor. This policy and procedure applies equally to all aspects of the activity including recruitment & selection, promotion, the teaching/learning process, dignity at work, grievances, sickness & absence, conduct, terms & condition of service and reasons for termination, student selection process, admission process, the evaluation process, the grading process and any other student centric processes at the University.

Definition – Equality, Diversity and Inclusion

- 3. Equality, Diversity and Inclusion include any one or more of the following:-
 - (a) **Equality** is about creating a fairer community where everyone can participate and has the same opportunity to fulfil their potential.
 - (b) **Diversity** acknowledges and values the full range of differences between people both in the University and in wider society.
 - (c) **Inclusion** refers to an individual's experience within the University and the extent to which they feel valued and included.

Equality Advisory Committee (EAC)

- 4. (a) Members : The Vice Chancellor shall constitute an Equality Advisory Committee (EAC) comprising of the following:
 - (i) Dean Academic Presiding Officer

(ii)One member from faculty and one student member from minority/disadvantaged group (Gender Champion, to be selected by Presiding Officer) on rotation basis every two years (on 01 August of the academic year).

- (iii) One international student Member
- (iv) Additional General Manager (admin services), Member Secretary

(b) Any office bearer of the EAC would be removed by the Vice Chancellor in the following circumstances:-

(i) If an inquiry against the office bearer is initiated.

(ii) If the office bearer is convicted for any offence.

(iii) On dismissal/resignation/withdrawal of the office bearer from the TERI University.

(c) The EAC shall meet atleast once in every four months and function from the office or the Presiding Officer.

(d) Complaint: Any member of TERI University who feels unfairly treated or subjected to direct or indirect discrimination can raise the matter through the EAC. There will be no victimisation of any employee or student for making or supporting or assisting a complaint of harassment, bullying or discrimination, even if the complaint is not upheld. However, if a complaint is shown to be untrue and has been brought in bad faith (e.g. maliciously or as an act of spite) disciplinary action will be taken in accordance with the terms & conditions of the policy. All complaints of bullying and harassment will be treated seriously and shall be investigated for appropriate action.

(e) Roles and Responsibilities of EAC:-

(i) Consult with the University administration to promote and champion equality, diversity and inclusion and prevent unlawful discrimination within the premises of the TERI University.

(ii) Ensure commitment of the TERI University to equality, diversity and inclusion is communicated to all faculty/employees/students fairly and responsibly.

(iii) Ensure that all members of the TERI University share responsibility for promoting equality, diversity and inclusion and ensure that this policy is implemented in practice.

(iv) Create a socially congenial atmosphere for academic interaction and for the growth of healthy interpersonal relationship among the students coming from various social backgrounds.

(v) Make efforts to sensitize the academic community regarding the problems associated with social exclusion as well as aspirations of the marginalized communities.

(vi) Create awareness about equality and deal with breaches of this policy and recommend suitable action on the same.

(vii) Oversee/monitor various welfare schemes/programmes sponsored by the Government of India/State Government, UGC or any agency/organisation as well as those devised by the college/affiliating university for the disadvantaged groups for their effective implementation.

(viii) Recommend cases of serious nature to Grievance redressal.

(ix) Record and report to the Vice Chancellor (through the Admin Office) all instances of discrimination categorised as an offence under any law present by State following established procedures and guidelines.

All Members of the TERI University

5. Shall :-

(a) Lead by example and champion equality, diversity and inclusion across the University and externally.

(b) Treat people in accordance with the vision and values of this Policy. Be aware of their responsibilities and report inappropriate behavior (s) and raise any incident(s) that breach the dignity at work.

(c) Familiarise with this Policy and procedures and ensure that practices are consistent with its content and legislation.

(d) Be responsible and foster good relations with all.

Administrative Section

- 6. Shall :-
 - (a)Ensure that the Equality, Diversity and Inclusion Policy and procedures are updated.
 - (b)Make available Equality Monitoring Reports (EMR) from the EAC once in an academic year, which will be used to identify any potential barriers in relation to campus environment, admission, recruitment, selection, education and learning and career development.

(c)Ensure that all University policies and procedures are equality impact assessed.

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Annexure – 3 (Refers to Para TU/BM 19.4.1 (f))

TERI University Policy on award of title of Emeritus Professor

1. The title "Emeritus Professor" may be conferred on professors for distinguished and sustained service to the University:

(a) on their retirement; or

(b) on their leaving the University to take up an appointment elsewhere when they are unlikely to return to the TERI University to work.

2. The award of "Emeritus Professor" will be exceptional in nature and may be conferred on academic or research staff for distinguished service which is demonstrably beyond the level of service usually expected of a senior staff member

3. The following procedure will be followed:-

(a) The nominee should have made significant and distinctive contribution to the development of TERI University as an institution.

(b) The nominee should have served TERI University as Professor for at least 10 years prior to his/her retirement.

(c) The nominee should be a scholar of nationally and internationally recognized eminence and his/her contribution should have made a difference to the discipline and/or to society. The difference to the discipline/society could be judged in terms of formulation of new concepts/paradigms/hypotheses/innovations/discoveries which have been recognized by peer group academics and should be in evidence through publications and other forms of research output.

(d) The process of nomination may be initiated by any faculty member of TERI University who has served the University for at least 7 years. The nomination may be sent directly to the Vice-Chancellor along with the consent and Curriculum Vitae of the nominee.

4. The Vice-Chancellor upon receiving a nomination will consult at least three eminent academicians of the discipline from within or outside TERI University, and upon satisfying him/herself make recommendations to the Board of Management. In the event of negative report(s), the Vice-Chancellor may in his/her wisdom decide to consult other experts in the discipline before presenting the case to the BoM. The BoM will decide on the merit of all cases, and the deliberations will be kept in strict confidence.

5. The appointment of 'Professor Emeritus' shall be purely honorary and for life and will carry with it no commitment for providing a salary.

6. A Professor Emeritus shall be free to do academic work at the University, and may supervise research scholars as a co-supervisor along with a regular faculty member.

Audited Accounts of the Financial Year 2014-15

	ed Accountants
	NO. 10B
[See r	ule 17B]
Audit report under section 12A (b) of the Income-ta or institutions	ix Act, 1961, in the case of charitable or religious trusts
We have examined the Balance Sheet of TER	I University as at 31.03.2015 and the Income &
Expenditureaccount for the year as on that date	e which is in agreement with the books of account
the management. Our responsibility is to over	ese Financial statements are the responsibility of
on our audit.	ss an opinion on these financial statements based
We conducted our audit in accordance with aud	liting standards generally accepted in India. Those
Standards require that we plan and perform	the audit to obtain reasonable assurance about
on a test basis, evidence supporting the amount	terial misstatement. An audit includes examining,
audit also includes assessing the accounting pr	ts and disclosures in the financial statements. An inciples used and significant estimates made by
management, as well as evaluating the overall f our audit provides a reasonable basis for our opi	inancial statement presentation. We believe that
We have obtained all the information and expla	nations which to the best of our knowledge and
been kept by the trust far as appears from our ex	dit. In our opinion, proper books of account have amination of the books given below:
n our opinion and to the best of our informations and accounts give a true and fair view:-	on, and according to information given to us the
31.03.2015 and	he state of affairs of the above named trust as at
 (ii) in the case of the Income & Experence ending on 31.03.2015 	nditure Account, surplus of its accounting year
(a) has ceased to remain invertes	For Sanjay Rastogi & Associates
	Chartered Accountants
	min.
and and and an	ACCOUNT
lace: New Delhi	CA Sanjay Rastogi
ate : September 30, 2015	Partner

T STATEMENT OF FINANC		IVERSITY Delhi SITION AS AT 3	1ST MARCH 2015	
STATEMENT OF THE			Amount in IN	R s on 31.3.2014
Schedule			AS OIL OTION DO TO	
urces of Funds ant From TERI Opening Balance Received during the year		82,742,701	82,742,701 2,500,000	82,742,701 2,500,000
Corpus Fund - Wildlife Conservations Trust Corpus Fund - Coca Cola Less : 10% Transferred for Project Activities		2,500,000 44,639,524.00 4,463,953.00	40,175,571	
Less : 10% Transferred for Flored Activities			64,246,849	50,209,672
	2		189,665,121	135,452,373
Total				
Application of Funds				
Fixed Assets Balance as on 31.03.2015 Less: Depreciation	1	53,361,512 1,773,158	51,588,354	51,622,901
nvestments Fixed Deposits & Bonds			161,739,000	107,099,000
Current Assets, Loans & Advances	2	111,535,355	100.00	
Less: Current Liabilities and Provisions Liabilities	3	135,197,588	- 23,662,233 -	23, <mark>26</mark> 9,528
Net Current Assets				135,452,373
Total			189,665,121	135,452,575
Significant Accounting Policies and Notes to the Accounts	8			
Schedule 1 to 8 form an integral part of the Accounts This is the balance sheet referred to in our report of e Sanjay Rastogi For and on behalf of Sanjay Rastogi & Associates Chartered Accountants, New Delhi	s even date	Dhanraj Singh Finance Officer		r. Rajiv Seth cting Vice Chancellor
Place : New Delhi Date : 30/09/20/5				

	Real Bally Salar		t in INR)	
	Schedule	As on 31.3.2015	As on 31.3.2014	
come		1	14,000	
cademic Receipts	4 (a)	79,216,672	77,384,346	•
terest Receipts	4 (b)	15,156,151	11,098,230	
thers Receipts	4 (c)	10,305,374	10,357,783	
eceipts from Completed Research Projects/Training rogramme/Seminars & Workshop	0 0.401.02	104,373,548	54,169,815	
otal Income	- Merry	209,051,745	153,010,174	
	10000	1		
xpenditure				
alary	5	63,915,854	48,754,751	
cademic Course Expenses	6	18,683,910	16,237,864	
ffice Contigencies & Miscellaneous	7	42,333,820	46,091,770	
xpenditure of Completed Research Projects/Training rogramme/Seminars & Workshop		68,307,826	19,029,325	
epreciation		1,773,158	2,183,843	
otal Expediture		195,014,568	132,297,553	
xcess of Receipts over Expenditure (Surplus)		14,037,177	20,712,621	
alance available for Appropriation		14,037,177	20,712,621	
ess : Transferred in to Reserve & Surplus Account		14,037,177	20,712,621	
urplus/Deficit brought forward		50,209,672	29,497,051	
urplus/ Deficit Carried over to Income & Expenditure		64,246,849	50,209,672	
ignificant Accounting Policies and Notes to the Accounts	8			
ichedule 1 to 8 form an integral part of the Accounts			2	
his is the balance sheet referred to in our report of even date	m		line .	
anjay Rastogi for and on behalf of anjay Rastogi & Associates chartered Accountants, New Delhi	Dhanraj Singh Finance Officer		Dr. Rajiv Seth Acting Vice Chancellor	
Place : New Delhi Date : .30/08/2015	-			

W.D.V. Additions	As on less than '	01.04.2014 180 days 180 days 31.03.15	938,725 622,924 - 1,561,649	23,115 - 23,115	4,019,664 787,279 124,805 - 4,931,748	2,390,018 9,450 18,000 - 2,417,468	582,882 30,000 17,663 - 630,545	7,387,725 - 7,387,725	2,431,093 137,756 - 2,568,849	42,872 - 42,872	43,634,798 43,634,798	15,737 18,184 - 33,921	61,466,629 1,605,593 160,468 - 63,232,690	
Particulars			Computer 60	Computer (project) 60	Office Equipment 15	Office Equipment (Project) 15	Scientific Equipment 15	Scientific Equipment (project) 15	Furniture 10	Furniture (Project) 10	Land - Delhi Campus	Capital Work in Progress - Mysore Campus	Total	

		Schedule 1 - Fixed Assets (Funded from Own Resources)	ed Assets (Fund	ded from Own I	Resources)		A CONTRACTOR OF	
Particulars	Rate	W.D.V.	Additions	ions		Balance	Depreciation	W.D.V.
	%	As on	less than	more than	Discarded	as on	for the	As on
		01.04.2014	180 days	180 days		31.03.15	year	31.03.15
Computer	. 09	938,725	622,924	1		1,561,649	750,112	811,537
Office Equipment	15	4,019,666	787,279	124,805		4,931,750	680,717	4,251,033
Scientific Equipment	15	582,882	30,000	17,663		630,545	92,332	538,213
Furniture	10	2,431,093	137,756	•		2,568,849	249,997	2,318,852
Land - Delhi Campus		43,634,798	1	•		43,634,798	1	43,634,798
Capital Work in Progress - Mysore Campus		15,737	18,184		-	33,921		33,921
Total		51,622,901	1,596,143	142,468	1	53,361,512	1,773,158	51,588,354
		Schedule 1 -	Schedule 1 - Fixed Assets (Funded from Projects)	Funded from P	rojects)			
Particulars	Rate	W.D.V.	Additions	tions		Balance	Depreciation	W.D.V.
	%	As on 01.04.2014	less than 180 days	more than 180 days	Discarded	as on 31.03.15	for the year	As on 31.03.15
Computer (project)	60	23,115		•		23,115	13,869	9,246
Office Equipment (Project)	15	2,390,018	ı	ı		2,390,018	358,503	2,031,515
Scientific Equipment (project)	15	7,387,725	9,450	18,000		7,415,175	1,111,568	6,303,607
Fumiture (Project)	10	42,872	-	1		42,872	4,287	38,585
Total		9.843.730	9.450	18.000		9.871.180	1.488.227	8.382.953

Interest Actured and due but not received 333,333 391,535 Prepaid Expenses 1,131,761 1,262,468 1,218,329 1,245,713 Anount Recoverable from Student - Course Fee 3,824,885 3,391,565 Earnest Money Deposit With Covt. Department 10,000 110,000 110,000 110,000 110,000 110,000 110,000 110,000 100,000 Amount Recoverable from Mr. T.D. Gupta 21,000 21,000 21,000 21,000 21,000 21,000 21,000 21,000 21,000 21,000 21,000 24,81,8	Loan & Advances 9,384,982 5,852,813 Interest Accrued but not due 393,333 393,333 393,333 Project Work in Progress 31,575,170 72,304,143 5,276 Prepaid Expenses 1,131,761 1,262,468 1,218,329 1,245,713 Amount Recoverable from Student - Course Fee 7,419,502 4,453,097 4,453,097 Amount Recoverable from Mr. Suneel Kumar 10,000 110,000 110,000 mount Recoverable from Mr. T. D. Gupta 31,451 259,245 mount Recoverable from Mr. T. D. Gupta 21,000 2,100 mount Recoverable from Mr. T. D. Gupta 21,000 2,100 mount Recoverable from State Bank of Hyderabad 21,000 21,000 ecurity Deposit with Landlords 21,000 21,000 ervice Tax Recoverable 385,200 531,000 DS Recoverable 3,443,889 3,443,889 DS Recoverable 4,459,401 3,443,889 Adven o. 52142908571 500,753 973,558 Adven o. 52142908571 500,753 973,558 Adven o. 5214290	Loan & Advances 9.384.982 5.852.813 Interest Accrued but not due 9.393.333 393.333 393.333 Project Work in Progress 51.575.170 72.304.143 Imprest Accounts 1.131.761 1.262.468 TERI - Students Fellowship 1.218.329 1.245.713 Amount Recoverable from Student - Course Fee 7.419.502 4.453.097 Amount Recoverable from Student - Course Fee 3.824.885 3.391.565 Amount Recoverable from Mr. Suneel Kumar 10.000 110.000 Amount Recoverable from Mr. T. D. Gupta 21.000 21.000 Amount Recoverable from Mr. T. D. Gupta 21.000 21.000 Amount Recoverable from Mr. Suneel Kumar 31.451 259.245 Amount Recoverable from Mr. Suneel Kumar 31.451 259.245 Amount Recoverable from State Bank of Hyderabad 41.644 - Service Tax Recoverable 385.200 531.000 Droposit with Landlords 365.200 531.000 Drox fax Recoverable 4.489.401 3.443.889 SA/c no. 52142908571 500.753 973.558	Lean & Advances 9.384.982 5.852.813 Interest Accrued and due but not teceived 9.39.33 393.33 393.33 Prepad Expenses 31.71.410 5.276 Prepad Expenses 11.31.761 1.262.488 Immerst Accounts 1.218.329 1.245.713 Amount Recoverable from Student - Course Fee 3.824.885 3.391.685 Earnest Money Deposit With Govt Department 3.000 110.000 Amount Recoverable from Mr. Suncel Kumar 10.000 110.000 Amount Recoverable from Mr. Suncel Kumar 3.035.186 3.652.000 Amount Recoverable from Mr. Suncel Kumar 10.000 110.000 Amount Recoverable from Dr. Leena Srivatava 21.000 21.000 Service Tax Recoverable 385.200 531,000 DS Recoverable 44.89.401 3.44.889 Service Tax Recoverable 500,753 973,558 BAC to 5.2142908571 500,753 973,558 BAC to 5.2142908571 500,753 973,558 BAC to 5.2142908571 500,753 973,558 DFC Bank Act 0.20231110000021	TERI UNIVERSITY	As on 31.3.2015	As on 31.3.2014
Loan & Advances 9,384,982 5,852,813 Interest Accrued but not due 393,333 391,565 34,500 4,453,097 4,453,097 4,453,097 4,453,097 4,453,097 4,453,097 4,453,097 4,453,097 4,453,097 4,453,097 4,450,007 2,100 2,100 2,100 2,100 2,1000 2,100 2,920	Loan & Advances 9,384,982 5,852,813 Interest Accrued but not due 393,333 393,333 393,333 Project Work in Progress 31,575,170 72,304,143 5,276 Prepaid Expenses 1,131,761 1,262,468 1,218,329 1,245,713 Amount Recoverable from Student - Course Fee 7,419,502 4,453,097 4,453,097 Amount Recoverable from Mr. Suneel Kumar 10,000 110,000 110,000 mount Recoverable from Mr. T. D. Gupta 31,451 259,245 mount Recoverable from Mr. T. D. Gupta 21,000 2,100 mount Recoverable from Mr. T. D. Gupta 21,000 2,100 mount Recoverable from State Bank of Hyderabad 21,000 21,000 ecurity Deposit with Landlords 21,000 21,000 ervice Tax Recoverable 385,200 531,000 DS Recoverable 3,443,889 3,443,889 DS Recoverable 4,459,401 3,443,889 Adven o. 52142908571 500,753 973,558 Adven o. 52142908571 500,753 973,558 Adven o. 5214290	Loan & Advances 9.384.982 5.852.813 Interest Accrued but not due 339.333 399.333 399.333 Project Work in Progress 51.575.170 72.304.143 Imprest Accounts 1.131.761 1.262.468 TERI - Students Fellowship 1.218.329 1.245.713 Amount Recoverable from Student - Course Fee 7.419.502 4.453.097 Amount Recoverable from Student - Course Fee 3.824.885 3.391.565 Amount Recoverable from Mr. Suneel Kumar 10.000 110.000 Amount Recoverable from Mr. T. D. Gupta 21.000 21.000 Amount Recoverable from Mr. T. D. Gupta 21.000 21.000 Amount Recoverable from Mr. Suneel Kumar 31.451 2269.245 Amount Recoverable from Mr. Suneel Kumar 31.451 259.245 Amount Recoverable from Jr. Leena Srivastava 21.000 21.000 Service Tax Recoverable 44.644 - Service Tax Recoverable 3853.091 1.147.771 DS Recoverable 420.022 481.822 DS Recoverable 4.489.401 3.443.889	Long & Advances 9.384.982 5.852.813 Interest Accrued and due but not teceived 9.39.33 393.33 393.33 Prepadid Expenses 31.71.410 5.276 Prepadid Expenses 11.31.761 1.262.488 Immerst Accounts 1.218.329 1.245.713 Amount Recoverable from Student - Course Fee 3.854.885 3.391.685 Earnest Money Deposit With Govt Department 10.000 110.000 Amount Recoverable from Mr. Suneel Kumar 10.000 110.000 Amount Recoverable from Mr. Suneel Kumar 10.000 110.000 Amount Recoverable from Dr. Leena Srivatava 21.000 21.000 Service Tax Recoverable from Dr. Leena Srivatava 21.000 23.000 Service Tax Recoverable 385.200 531,000 DS Recoverable 44.889.401 3.44.888 Service Tax Recoverable 500,753 973,558 BAC no. 52142908571 500,753 973,558 BAC no. 52142908571 500,753 973,558 BAC no. 52142908571 500,753 973,558 DFC Bank Ac 0.0273110000021<			
Loan & Advances 9.384.962 5.852.813 Interest Accrued but not due 393.333 393.333 393.333 Project Work in Progress 51.575.170 72.304.143 Imprest Accounts 1.131.761 1.262.468 TERI - Students Fellowship 1.218.329 1.245.713 Amount Recoverable from Student - Course Fee 3.835.166 - Amount Recoverable from Mr. Suneel Kumar 10.000 110.000 Amount Recoverable from Mr. Suneel Kumar 31.451 259.245 Amount Recoverable from State Bank of Hyderabad 41.644 - Amount Recoverable from Dr. Leena Srivastava 2.100 2.100 Amount Recoverable from Dr. Leena Srivastava 2.100 2.100 Amount Recoverable from Dr. Leena Srivastava 2.100 2.100 State & Bank of Hyderabad 41.644 - Security Deposit with Landlords 385.200 531.000 DS Recoverable 420.022 481.822 Vater & Electricity Charges Receivable 1.853.091 1.147.771 ash & Bank Balance 1.853.091 1.147.771	Loan & Advances 9.384.982 5.852.813 Interest Accrued but not due 393.333 393.333 393.333 Project Work in Progress 51.575.170 72.304.143 Project Work in Progress 51.575.170 72.304.143 Interest Accounts 1.131.761 1.262.468 TERI - Students Fellowship 1.218.329 1.245.713 Amount Recoverable from Student - Course Fee 7.419.502 4.453.097 Amount Recoverable for Ompleted Projects & Workshops 3.635.166 - armest Money Deposit With Govt. Department 10.000 110.000 mount Recoverable from Mr. T. D. Gupta 3.1451 259.245 mount Recoverable from State Bank of Hyderabad 41.644 - ecurity Deposit with Landlords 3.35.200 531.000 ervice Tax Recoverable 420.022 481.822 Ale Bank of Hyderabad 500.753 973.558 Alven o. 52142908571 500.753 973.558 Ale Co. 52142908571 500.753 973.558 Ale Co. 52142908571 500.753 973.558 Ale Co. 52142908	Loan & Advances 9.384.982 5.852.813 Interest Accrued but not due 393.333 393.333 Project Work in Progress 51.575.170 72.304.143 Imprest Accounts 1.131.761 1.262.468 TERI - Students Fellowship 1.218.329 1.245.713 Amount Recoverable from Student - Course Fee 3.451 259.245.713 Amount Recoverable from Student - Department 10.000 110.000 Amount Recoverable from Mr. Suneel Kumar 3.1451 259.245 Amount Recoverable from State Bank of Hyderabad 41.644 - Amount Recoverable from Dr. Leena Srivastava 2.100 2.100 Amount Recoverable from Dr. Leena Srivastava 2.100 2.100 Amount Recoverable from Dr. Leena Srivastava 2.100 2.100 Privice Tax Recoverable 3.453.991 1.147.771 Beautrib Depositiviti Landlords 3.453.991 1.147.771 State Bank of Hyderabad - - B A/c no. 52142908571 500.753 973.558 B A/c no. 52142908571 500.753 973.558 B A/c no. 5214	Lean & Advances 9.384.962 5.852.813 Interest Accrued but not teceived 393.333 393.333 Project Work in Progress 51.575.170 72.304.143 Imprest Accounts 1.131.761 1.262.468 TERI - Students Fellowship 1.218.329 1.245.713 Amount Recoverable from Student - Course Fee 7.419.502 4.453.097 Amount Recoverable from Student - Course Fee 3.824.885 3.391.865 Ernest Money Deposit With Govt Department 10.000 110.000 Mnount Recoverable from Mr. Sureel Kumar 10.000 110.000 Mnount Recoverable from State Bank of Hyderabad 2.100 2.100 Nount Recoverable from State Bank of Hyderabad 4.1644 - Vaeurity Deposit With Landlords 385,200 531.000 Iervice Tax Recoverable 385,200 531.000 DS Recoverable 4.469.401 3.443.889 Alven os 2142005571 500.753 973.556 Alven os 2142005571 500.753 973.556 Alven os 2142005571 500.753 973.556 Alven os 2142005571	Schedule 2: Current As	sets	
Interest Accrued but not due 9.384.982 5.852,813 Interest Accrued and due but not received 393,333 393,333 Project Work in Progress 3.171,1410 5.276 Prepaid Expenses 51,575,170 72,304,143 Imprest Accounts 1.131,761 1.262,468 TERI - Students Feilowship 1.218,329 1.245,713 Amount Recoverable from Student - Course Fee 7,419,502 4,453,097 Amount Recoverable from Mr. Govt. Department 3835,186 - Amount Recoverable from Mr. T.D. Gupta 31,451 259,245 Amount Recoverable from Dr. Leena Srivastava 21,000 2,100 Amount Recoverable from Dr. Leena Srivastava 21,000 - Service Tax Recoverable 385,200 531,000 DS Recoverable 44.644 - DS Recoverable 440,01 3,443,889 B A/c no. 52142908571 500,753 973,558 B A/c no. 52142908571 500,753 973,558 B A/c no. 52142908560 20,0753 973,558 DFC Bank A/G + 02731110000021 2,104,261	Interest Accrued but not due 9.384.982 5.852,813 Interest Accrued and due but not received 393,333 393,333 393,333 Project Work in Progress 3.171,1410 5.276 Prepaid Expenses 51,575,170 72,304,143 mprest Accounts 1.218,329 1.246,713 Amount Recoverable from Student - Course Fee 7,419,502 4,453,097 Amount Recoverable for Completed Projects & Workshops 3.835,186 - armest Money Deposit With Govt. Department 10,000 110,000 mount Recoverable from Mr. Suneel Kumar 2,100 2,100 mount Recoverable from Mr. T. D. Gupta 31,451 259,245 mount Recoverable from Mr. T. D. Gupta 31,451 259,245 mount Recoverable from Mr. T. D. Gupta 21,000 2,100 mount Recoverable from State Bank of Hyderabad 21,000 2 ervice Tax Recoverable 385,200 531,000 DS Recoverable 4483,891 1,443,889 ate 8 Bank Balance 304 co. 52142908571 307,553 ate 8 Bank of Hyderabad 500,753 973,558 <td>Interest Accrued but not due 9.384.982 5.852.813 Interest Accrued and due but not received 393.333 393.333 Project Work in Progress 3.171.410 5.276 Prepaid Expenses 51.575.170 72.304.143 Imprest Accounts 1.131.761 1.262.468 TERI - Students Fellowship 1.218.329 1.245.713 Amount Recoverable from Student - Course Fee 7.419.502 4.453.097 Amount Recoverable from Mit Govt. Department 30.833.186 - Amount Recoverable from Mr. T.D. Gupta 31.451 259.245 Amount Recoverable from Dr. Leena Srivastava 2.100 2.100 Amount Recoverable from Dr. Leena Srivastava 21.000 - Security Deposit with Landlords 385.200 531,000 Security Deposit with Landlords 21.000 - Security Deposit with Landlords 20.022 481.822 Vater & Electricity Charges Receivable 4.469.401 3.443.889 BA/c no. 52142908571 500.753 973.558 B A/c no. 52142908571 500.753 973.558 B A/</td> <td>Interest Accrued but not due 9.384/82 5.852.813 Project Work in Progress 3.171.410 5.276 Prepaid Expenses 51.575.170 72.304.143 Imprest Accounts 1.131.761 1.262.488 TERI-Students Fellowship 1.218.329 1.245.713 Amount Recoverable from Student - Course Fee 7.419.502 4.453.097 Amount Recoverable from Ongeleted Projects & Workshops 3.824.885 3.391.685 Farnest Money Deposit With Govt Department 10.000 110.000 Amount Recoverable from Mr. Suncel Kumar 31.051 2.00 2.104.261 3.443.889 2.620 531.000 3.443.889 2.620 531.000 3.443.889 2.620</td> <td></td> <td></td> <td></td>	Interest Accrued but not due 9.384.982 5.852.813 Interest Accrued and due but not received 393.333 393.333 Project Work in Progress 3.171.410 5.276 Prepaid Expenses 51.575.170 72.304.143 Imprest Accounts 1.131.761 1.262.468 TERI - Students Fellowship 1.218.329 1.245.713 Amount Recoverable from Student - Course Fee 7.419.502 4.453.097 Amount Recoverable from Mit Govt. Department 30.833.186 - Amount Recoverable from Mr. T.D. Gupta 31.451 259.245 Amount Recoverable from Dr. Leena Srivastava 2.100 2.100 Amount Recoverable from Dr. Leena Srivastava 21.000 - Security Deposit with Landlords 385.200 531,000 Security Deposit with Landlords 21.000 - Security Deposit with Landlords 20.022 481.822 Vater & Electricity Charges Receivable 4.469.401 3.443.889 BA/c no. 52142908571 500.753 973.558 B A/c no. 52142908571 500.753 973.558 B A/	Interest Accrued but not due 9.384/82 5.852.813 Project Work in Progress 3.171.410 5.276 Prepaid Expenses 51.575.170 72.304.143 Imprest Accounts 1.131.761 1.262.488 TERI-Students Fellowship 1.218.329 1.245.713 Amount Recoverable from Student - Course Fee 7.419.502 4.453.097 Amount Recoverable from Ongeleted Projects & Workshops 3.824.885 3.391.685 Farnest Money Deposit With Govt Department 10.000 110.000 Amount Recoverable from Mr. Suncel Kumar 31.051 2.00 2.104.261 3.443.889 2.620 531.000 3.443.889 2.620 531.000 3.443.889 2.620			
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Indject Work in Progress 3,171,410 5,276 Prepaid Expenses 51,575,170 72,304,143 Imprest Accounts 1,131,761 1,262,468 TERI - Students Fellowship 7,419,502 4,453,097 Amount Recoverable for Completed Projects & Workshops 3,835,186 - Amount Recoverable for Completed Projects & Workshops 3,835,186 - Amount Recoverable form Mr. Suneel Kumar 31,000 110,000 Amount Recoverable from Mr. T.D. Gupta 2,100 2,100 Amount Recoverable from Mr. J. 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asin & Bank Balance	Shi & Bank Balance Solution Solution <td>Alari & Bank Balance John State Bank of Hyderabad <thjohn bank="" hyderabad<="" of="" state="" th=""> John Sta</thjohn></td> <td>Alari & Bank Galance Image: Constraint of the state stat</td> <td></td> <td>1,853,091</td> <td>1,147,771</td>	Alari & Bank Balance John State Bank of Hyderabad John State Bank of Hyderabad <thjohn bank="" hyderabad<="" of="" state="" th=""> John Sta</thjohn>	Alari & Bank Galance Image: Constraint of the state stat		1,853,091	1,147,771
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DrC Bank FCRA A/c - 00031170000088 1,166,736 838,294 ICI Bank - 000701263993 9,820,427 3,885,303 nara Bank - 315910100096 610,198 818,299 nara Bank - 3159101001448 4,411,143 4,888,515 leque in Hand 2,672,644 - sh in Hand 9,588 - Total 111,535,355 107,313,829	IPC Bank FCRA A/c - 00031170000088 1,166,736 838,294 CI Bank - 000701263993 9,820,427 3,885,303 nara Bank - 315910100096 610,198 818,299 nara Bank - 3159101000448 4,411,143 4,888,515 eque in Hand 2,672,644 - sh in Hand 9,588 - Total 111,535,355 107,313,829	Dr.C. Bank FCRA A/c - 00031170000088 1,166,736 838,294 ICI Bank - 000701263993 9,820,427 3,885,303 anara Bank - 3159101000096 610,198 818,299 anara Bank - 3159101001448 4,411,143 4,888,515 seque in Hand 2,672,644 - sh in Hand 9,588 - Total 111,535,355 107,313,829	DrC Bank FCRA A/c - 00031170000088 1,166,736 838,294 ICI Bank - 000701263993 9,820,427 3,885,303 anara Bank - 315910100096 610,198 818,299 anara Bank - 3159101001448 4,411,143 4,888,515 Jeque in Hand 2,672,644 - Ish in Hand 9,588 - Total 111,535,355 107,313,829	FC Bank A/c - 02731110000021		345,805
Cir Bark -00/01263993 9,820,427 3,885,303 mara Bank -3159101000096 610,198 818,299 nara Bank -3159101001448 4,411,143 4,888,515 eque in Hand 2,672,644 - sh in Hand 9,588 - Total 111,535,355 107,313,829	Gr Bank - 000/01263993 9,820,427 3,885,303 nara Bank - 3159101000096 610,198 818,299 nara Bank - 3159101001448 4,411,143 4,888,515 aque in Hand 2,672,644 - sh in Hand 9,588 - Total 111,535,355 107,313,829	Cir Bark -00/01263993 9,820,427 3,885,303 mara Bank -3159101000096 610,198 818,299 nara Bank -3159101001448 4,411,143 4,888,515 eque in Hand 2,672,644 - sh in Hand 9,588 - Total 111,535,355 107,313,829	ISI Balk -00/01263993 9,820,427 3,885,303 Inara Bank -315910100096 610,198 818,299 nara Bank -3159101001448 4,411,143 4,888,515 eque in Hand 2,672,644 - sh in Hand 9,588 - Total 111,535,355 107,313,829	FC Bank FCRA A/c 00031170000000	1,166,736	
anara Bank - 3159101000096 610,198 818,299 anara Bank - 3159101001448 4,411,143 4,888,515 leque in Hand 2,572,644 - sh in Hand 9,588 - 1,031,138 679,820 Total 111,535,355 107,313,829	Dara Bank - 3159101000096 610,198 818,299 nara Bank - 3159101001448 4,411,143 4,888,515 aque in Hand 2,672,644 - sh in Hand 9,588 - Total 111,535,355 107,313,829	anara Bank - 3159101000096 610,198 818,299 anara Bank - 3159101001448 4,411,143 4,888,515 leque in Hand 2,572,644 - sh in Hand 9,588 - 1,031,138 679,820 Total 111,535,355 107,313,829	anara Bank - 3159101000096 inara Bank - 3159101001448 leque in Hand sh in Hand Total 111,535,355 107,313,829 	21 Dank - 000/01263003	9,820,427	
Inara Bank - 3159101001448 4,411,143 4,888,515 eque in Hand 2,672,644 - sh in Hand 9,588 - Total 111,535,355 107,313,829	hara Bank - 3159101001448 4,411,143 4,888,515 aque in Hand 2,672,644 - sh in Hand 9,588 - Total 111,535,355 107,313,829	Inara Bank - 3159101001448 4,411,143 4,888,515 eque in Hand 2,672,644 - sh in Hand 9,588 - Total 111,535,355 107,313,829	Inara Bank - 3159101001448 4,411,143 4,888,515 eque in Hand 2,672,644 - sh in Hand 9,588 - Total 111,535,355 107,313,829	ara Bank - 3159101000006	610,198	
eque in Hand 2,672,644 - 9,588 - - 1,031,138 679,820 - Total 111,535,355 107,313,829	Boue in Hand 2,672,644 - 9,588 - - 1,031,138 679,820 - Total 111,535,355 107,313,829	eque in Hand 2,672,644 - 9,588 - - 1,031,138 679,820 - Total 111,535,355 107,313,829	eque in Hand 2,672,644 - 9,588 - 1,031,138 679,820 Total 111,535,355 107,313,829	ara Bank - 3159101001448	4,411,143	
Sh in Hand 9,588 - Total 1,031,138 679,820 111,535,355 107,313,829	In Hand 9,588 - 1,031,138 679,820 Total 111,535,355 107,313,829	Sh in Hand 9,588 - Total 1,031,138 679,820 111,535,355 107,313,829	sh in Hand 9,588 1,031,138 679,820 Total 111,535,355 107,313,829 	que in Hand	2,672,644	
1,031,138 679,820 Total 111,535,355 107,313,829	1,031,138 679,820 Total 111,535,355 107,313,829	1,031,138 679,820 Total 111,535,355 107,313,829	1,031,138 679,820 Total 111,535,355 107,313,829	h in Hand		
Total 111,535,355 107,313,829	Total 111,535,355 107,313,829	Total 111,535,355 107,313,829	Total 111,535,355 107,313,829		1,031,138	670 920
111,535,355 107,313,829	111,535,355 107,313,829	111,535,355 107,313,829		Total		019,020
				Iotal	111,535,355	107 312 920
	And Sandyn Allen and					

2

TERI UNIVERSITY	As on 31.3.2015	As on 31.3.2014
Schedule 3: Current Liabilities		
	7,260,814	2,626,111
undry Creditors mount Payable to Students	9,315	State -
roject Contribution Received in Advance	115,669,915	115,425,076
mount Payable to State Bank of India - Credit Card	31,432	-
it Depesit Received from Suppliers	25,000	25,000
mount payable to TERI (Vehicle Loan & Home Loan & Interest -	015.000	400.007
peputation Staff)	-	169,367 56,000
udit Fees Payable	65,000	132,025
tale & Cancelled Cheques	32,945	119,061
Inutilised Contingent Grants - CSIR	73,097 245,000	174,717
Inutilised Contigent Grant - DBT	72,914	16,000
Inutilised Contigent Grant - UGC	40,000	-
Inutilised Contigent Grant - DST	104,000	
Grant Received from DST (Inspire) for Students	530,400	249,600
Grant received from DBT for Students	31,000	207,000
Grant received from UGC for Students	55,000	-
Grant received for Manish Manjunath Fellowship	64,640	
Aisc. Fellowship Received	1,273,429	- 10
Amount transferred from Previous Employer for Retirement Benefits Amount Payable to CSIR - Unutilsed Grant - Aniruddha Ghosh	47,362	-
Amount Payable to CSIR - Unutilised Grant - Annuduna Criedin	2,360,344	3,190,86
Dutstanding Expenses Provision - Faculty/Student Development Programme	342,494	462,89
Student Activities Fund	470,000	1,171,72
		- 9,32
TC Payable Advance Money Received for Field Work - Dr. Sapna Narula	85,277	-
Received from Daikin University for PhD Student		90,00
Received from University of Guelph for PhD Student	133,900	133,90
Received from University of Utrecht for PhD Student	-	299,37
Duties & Taxes Payable	1,112,897	860,52
Security Deposits Refundable	4,551,803	3,963,80
Security Deposit from Employee - House Lease	166,000	365.00
Security Deposit Hostel Students	315,000	600,00
Course Fee Received in Advance	28,610	90,00
Vegetation Fund	-	00,00
Total	135,197,588	130,583,3
Schedule 4: Income Receipt	S	
A. Academic Receipts	77,311,071	75,548,4
Course fees	1,905,601	1,835,93
Sale of Application Form	79,216,672	77,384,3
B. Interest Receipts		
Interest Received on Deposits	11,063,630	7,515,7
Interest Received on Reserve Bank of India Bond	2,400,000	2,400,0
Interest Received on Tax Deducted at Sources	-	54,0
Interest on Home Loan/Vehicle Loan	627,700	445,4
Interest - Others	122,400	122,4 560,5
Interest on Saving Bank	942,421	11,098,2
	15,156,151	11,030,2
C. Other Receipts	270,000	255,0
Sponosorship	1,296,890	823,0
Admission Cancellation Fees	205,375	437,2
Amount Written back	2,061,831	371,4
	5,154,470	5,659,3
Miscellaneous income	5,154,470	70 (
Miscellaneous income	75,426	
Miscellaneous income Receipts from Hostel Fees Recoveries against Notice Pay & Leave Encashment	75,426	2,475,3
Miscellaneous income Receipts from Hostel Fees Recoveries against Notice Pay & Leave Encashment Receipts from Seminar & Workshop	75,426 1,108,822 132,560	2,475,3 265,6
Miscellaneous income Receipts from Hostel Fees Recoveries against Notice Pay & Leave Encashment	75,426	70,6 2,475,3 265,6 10,357,7 98,840,5

TERI UNIVERSITY	As on 31.3.2015	As on 31.3.2014
		011012014
Schedule 5: Salary Compon	onte	
r ay & Allowances		
Performance Linked Gratuity (Faculty)	54,610,487	42,075,64
Employer's Provident Fund Contribution	1,149,673	585,000
Telephone Reimbursement		3,859,46
Medical Reimbursements	58,666	42,250
Gratuity Expenses	394,502	428,163
Leave Encashment	930,936	313,993
Leave Travel Allowance	483,630	237,932
Committee City and the Decision of Committee City	1,413,419	1,212,301
Total	62 045 054	
Schedule 6: Academic Course Ex	63,915,854	48,754,751
	penses	
Advertisement	1,741,410	1 150 000
Bank Charges	8,493	1,452,667
Books & Periodicals - (Library)	1,083,867	1,234
Computer Software Maintenance Charges	464,624	989,517
aboratory, Chemical, Glassware & Consumable Expenses	430,070	602,746
Soliveyance & Hiring Expenses	596,274	272,408
Electrical & Repairs Maintenance Expenses	590,274	841,948
vieeting & Refreshment Expenses	141.111	3,013
ellowship, Honorarium, Stipend & Internship Paymont		108,033
students Field Expenses	1,222,441 3,033,907	897,733
Aisc. Expenses		638,554
Photo & Picture Charges	6,046	68,914
ostage Expenses	11,175	4,634
Printing & Stationery	225,334	4,896
rofessional Time Other Consultants	8,843,907	204,023
Repair & Maintenance Expenses	97.381	9,627,927
eminar & Workshop	320,324	26,919
ravelling Expenses	457,546	16,497
ravelling Expenses (Foreign)	457,540	279,089
		197,112
Total		

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TERI UNIVERSITY	As on 31.3.2015	As on 31.3.2014
Schedule 7: Office Contingencies and N	liscellaneous	
VAAC Expenses	-	143,097
Annual Maintenance Contract	2,612,847	3,743,193
Alumni Meeting Expenses	58,022	51,785
Audit Fees	65,000	56,000
Annual Sports Day Expenses	13,420	14,889
Bank & Finance Charges	357,463	262,86
Celebration & Festival Exepnses	97,606	215,63
Computer Software and Repairs & Maintenance	1,272,766	446,769
Consumable	-	168,901
Conveyance Expenses	83,494	70,00
Convocation Expenses	1,287,119	1,100,12
Entertainment/Event/ Hostel Operating Expenses	3,163,566	4,992,97
Electrcial & Hardware Items	235,182	331,74
Guest House Operating Exp.	201,289	190,21
Hiring charge - Vehicle	1,073,411	725,80
Hostel Hiring Charges	285,411	1,009,33
Student Fellowship, Contingency & Honorarium Expenses	66,800	480,25
Insurance Premium	241,713	220,68
Email/Internet/LAN Network Expenses	1,009,253	1,138,33
Postage Expenses	80,122	222,38
Printing & Stationery	977,323	945,47
Misc. Expenses	212.270	203,35
Misc. Expenses Movie Production Charges	1,521,770	-
Provident Fund - Administration charges	428,959	357,66
Provident Fund - EDLI Charges	25.039	12,80
Provident Fund - EDEr Charges Provident Fund - Inspection Charge	504	25
Housekeeping Charges, Office Maintenance Charges & Other		
Professional Charges	8,064,176	7,822,83
Repair & Office Maintenance - Building	1,135,003	918,58
Registration Fee/ Renewal Fees /Subscription Fee	640,572	1,474,69
Registration Fee/ Renewal Fees / Subscription Fee Repair & Maintance - Others	127,269	156,20
Repair & Maintenance - Furniture	353,983	432,96
Repair & Maintenance Office Equipment	915,935	1,139,97
Repair & Maintenance Once Equipment	173.246	9.00
Salary - Staff on Deputation		2,500,00
Security Service Charges	3,209,639	3,449,03
Service Tax Paid	1,676,144	2,086,71
Transit Residence	638,824	581,14
	386,040	232,78
Telephone Expenses	982,084	527,22
Travelling Expenses Vice Chancellor - Car Running Expenses	119.383	21,34
Water/Electrcitiv/Diesel A/c	8,541,173	7,634,70
Total	42,333,820	46.091,77

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SCHEDULE 8 : SIGNIFICANT ACCOUNTING POLICIES AND NOTES TO THE ACCOUNTS

Significant Accounting Policies:

Accounting Convention:

The accounts have been prepared on accrual basis.

Revenue recognition

- a) Course Fee & Hostel Fee are recognized as income on accrual basis.
- b) Sponsorship fees is recognized as income on receipts basis.
- c) Contribution & Expenditure related to Research Activities, Training Programme, Seminar & Workshop are recognized as income / expenditure in Income and Expenditure Account at the time of completion of the activities.
- d) Income from investment is recognized on accrual basis.

Fixed Assets:

Fixed assets are stated at cost of acquisition / construction less accumulated depreciation.

The cost of acquisition is inclusive of borrowing cost, freight, taxes and other incidental expenses incurred up to the date of installation and commissioning of the assets.

No write-off is made in respect of leasehold land.

Depreciation

Depreciation of fixed assets has been provided on the written down value method at the following rates :

Office and Scientific Equipment, Electric installations, Air – Conditioning plants, Generators Furniture & Fixtures Car Computers

15% 10% 15% 60%

Long term investment is stated at cost. Current investment is stated at cost or net realizable value whichever is lower.

NOTES TO THE ACCOUNTS

The Trust is registered under section 12A (a) of the Income Tax Act 1961 and therefore, eligible for benefit of section 11 of the Income Tax Act. The donations made to the trust are exempt under section 80(G)(5)(V) of the Income Tax Act 1961.

Previous year figures have been regroups - rearranged wherever considered necessary.

Signature to Schedule 1 to 8 of the Balance Sheet.

Dhanraj Singh Finance Officer

Dr. Rajiv Seth Acting Vice Chancellor

As per Reports of even date attached:

For Sanjay Rastogi & Associates Chartered Accountants

(Sanjay Rastogi) M.No. 75033



Place : New Delhi Date : 30/09/2015

Annexure – 5 (Refers to Para TU/BM 19.7.1)

Financial Estimates for the Financial Year 2015-16

Income Estimates from 01.04.2015–31.03.2016

		(Rs. In Lacs)
Sr. no. Account head		Budget
1.	Academic programme income	870.00
2.	Interest on Investment	175.00
3.	Hostel Fee/Seminars/Others	120.00
4.	Research & Training Activities	1,010.00
	Total	2,175.00
Recurring Expenditure from 01.04.2015–31.03.		
		(Rs. in Lacs)
Sr.	Account head	Budget
no.		
1	Faculty Pay and allowances	800.00
2.	Admin Staff Pay & allowances	100.00
	(w.e.f. 01.12.2015)\$	
3.	Academic course expenses	200.00
4.	Office & Maintenance expenses	250.00
5.	Housekeeping expenses/ Security	120.00
	expenses/Office Maintenance	
6.	Electricity expenses	90.00
7.	Library expenses	15.00
8.	Laboratory/Chemical and glassware	10.00
9.	expenses Research & Training Expenses	550.00

Non-Recurring Expenditure from 01.04.2015–31.03.2016

2135.00

		(Rs. in Lacs)
Sr. no.	Account head	Budget
1.	Equipment – Computers/Office	25.00
	equipment/Furniture etc.	
	Total	25.00

Total