

GOVERNMENT OF ODISHA
HIGHER EDUCATION DEPARTMENT

Letter No: 1223 /HE/WB/OHEPEE/ 234

Date: 21.03.2020

From

Parameswaran B., IAS
State Project Director, OHEPEE

To

The Vice Chancellors,
Odisha State Open University, Sambalpur
Ramadevi Women's University, Bhubaneswar
Khallikote Cluster University, Berhampur
Gangadhar Meher University, Sambalpur
North Odisha University, Baripada
Shri Jagannath Sanskrit Vishvavidyalaya, Puri

Sub: Disbursement of funds towards non-civil activities under Odisha Higher Education Program for Excellence and Equity (OHEPEE).

Madam / Sir,

I would like to congratulate you on the signing of MoU and finalizing the list of activities to be carried out for your University under this program. It has been decided by the Government that all the civil activities under the program will be executed by the Works Department except for Sanskrit Vishvavidyalaya for which CPWD will execute civil works. For the non-civil activities, the Department is disbursing the first year fund to the Universities as per the details given below:-

Sl. No.	University	Amount	Remarks
1	Odisha State Open University, Sambalpur (OSOU)	1,65,00,000	2 nd year fund
2	Ramadevi Women's University, Bhubaneswar	1,65,00,000	1 st year fund
3	Khallikote University, Berhampur	1,65,00,000	1 st year fund
4	Gangadhar Meher University, Sambalpur	1,65,00,000	1 st year fund
5	North Odisha University, Baripada	1,65,00,000	1 st year fund
6	Shri Jagannath Sanskrit Vishvavidyalaya, Puri	1,65,00,000	1 st year fund
TOTAL		9,90,00,000	

Ref. OHEPEE

Princ. Rate

Dr. B. Pati

Do the
so that
activities
can start
at the
earliest

08.05.20

TS

Shapala
10/X/2023
Registrar
RD Women's University
Bhubaneswar

The universities are required to comply with the following guidelines for proper utilization of the funds:-

1. The fund is being released into the bank account of the University shared during MoU signing for implementing the activities. Diversion of the fund released herein for any other purpose / schemes is strictly prohibited. Necessary fund released to the Bank Account of Universities in their designated accounts opened for OHEPEE vide sanction order no. 201915963404, dated:04/03/2020 and TV no. 2202/18 dated 18.03.2020.
2. All the procurement of the goods and services made by utilizing the program fund shall comply with Finance and Procurement Manual (copy enclosed).
3. A separate scheme register is to be maintained. All the purchases and construction made under this project are to be entered in this register.
4. The Universities are required to utilise the program fund for the entire program period as follows:

Name of University	Total approved funds (Rs in Cr.)	Strengthening of Affiliated Colleges (Rs in Cr.)	Setting up of CoE (Rs in Cr.)	Civil Work in University Campus (Rs in Cr.)	Non-Civil activities for University (Rs in Cr.)
1	2	3	4	5	6
Ramadevi Women's University	20.00	8.00	1.50 (1 CoE)	8.00	2.50
Khallikote University	13.00	2.60	4.51 (1 CoE)	3.99	1.90
Gangadhar Meher University	13.00	0.00	1.30 (1 CoE)	5.20	6.50
North Odisha University	20.00	8.00	0.00	5.00	7.00
Shri Jagannath Sanskrit Vishvavidyal	20.00	5.00	0.00	12.00	3.00
Total Funds	86.00	23.60	7.31	34.19	20.9

5. Expenditure on strengthening of affiliated colleges and non-civil activities for universities has to be minimum the amount indicated under column nos. 3 and 6 respectively. Expenditure on items under column nos. 4 and 5 cannot be revised upwards. Expenditure on various sub

heads mentioned in the MOU for columns 3 and 6 are only indicative. They can increase or decrease during implementation.

6. As agreed upon during the signing of MoU, funds towards setting up of Centre of Excellence (CoE) are indicated in column 4 against the total number of CoEs to be taken up. Accordingly, the earmarked funds are to be utilised as per the approved ceiling per CoE. The Guidelines on CoE establishment are attached in Annexure I.
7. Funds for strengthening of affiliated colleges is to be utilised for faculty training, improving NAAC accreditation, on-time graduation, curriculum revision, SECC and other books distribution, purified drinking water facility, examination reforms, improving job competency, entrepreneurship promotion and such activities for affiliated colleges.
8. The training guideline issued by the department vide letter no.25896 dt. 12/9/18 and No. 628 dt.16/08/19, is to be followed for academic and non academic trainings. Faculty training plan for affiliated colleges be shared with the OHEPEE, PMU (saritaatu@gmail.com)
9. On-time graduation (OTG) improvement of undergraduate students of the state is one of the important Disbursement Linked Indicator (DLI) of OHEPEE. Utmost care is to be taken in this regard for maintenance of student registration and examination data. Affiliated universities are to display the OTG in the university website from academic year 2017-18 onwards on the basis of admission of students and the same is to be updated after each semester result publication. The detailed guidelines communicated vide this office letter no: 879 Dated: 03.12.2019 should be followed for display of the OTG.
10. Another important DLI is to provide training and handholding support to affiliated colleges for NAAC accreditation. Registrars were requested to ensure mentoring of all affiliated colleges which have completed 5 years and not yet applied /NAAC to expire by March 2020 are to be handheld and trained for submission of the IQA and SSR. Similarly every year all the affiliated colleges who have the above criteria are to be included in the mentoring for NAAC accreditation. The Guideline for engagement of NAAC experts communicated vide this office letter no 1023 dated 16.01.2020 may be referred for achievement of the target. Achievements under points 9 and 10 carry approx. 33% of the total funding to be received from World Bank.
11. Regarding setting up of Project Monitoring Cell at the university level, Guidelines issued by the Finance Department vide OM No.37323/F, dt. 30.11.2018 is to be strictly followed. A maximum of 2 consultants having requisite qualifications can be engaged. Total expenses including other contingency expenses like stationery, electricity etc., shall not exceed 3% of total IDP fund.

Annexure I

Guidelines for Establishment and Operation of the Centre of Excellence (COE) established at State Universities of Odisha under Phase-II, OHEPEE, HED

Preamble : A number of Centers of Excellence (CoEs) have been selected to be established at the State Universities of Odisha based on an agreement with the World Bank under the Odisha Higher Education Program for Excellence and Equity (OHEPEE). The State universities were asked to submit their Institutional Development Plans (IDP) and proposals for specific COE to the OHEPEE, SPMU, HED and Odisha State Higher Education Council (OSHEC). The Concept of COE has been mooted with an objective of creating nuclei of excellence in faculty research in specific cutting edge areas of Natural Sciences, Engineering Sciences, Humanities and Social Sciences at the state Universities. This is a sequel to the State Government's financial grant to Utkal University for opening a central instrumentation centre (CIC) and other measures towards research upgradation. The idea is to promote and facilitate research in both fundamental and application oriented themes of interest to the state.

In response to the notification by the State Government, 05 CoE proposals were received from 04 universities in Phase-II funding of OHEPEE (05 universities funded in this phase). These proposals were sent for review to two different domain experts who are nationally renowned in these areas. The reviewers were provided a template where they critically assessed and commented on the relevance, the research gap, methodology, expected outcomes, budget and feasibility of the proposals. They also submitted their suggestions for improvement and evaluated the proposals on a scale of 10.

On receipt of the reviews, they were analyzed and the concerned teams led by respective Vice Chancellors from the universities were invited for a discussion meeting at the OSHEC & SPD, OHEPEE level. The discussion meeting was chaired by Vice Chairman, OSHEC in the presence of SPD, OHEPEE. 03 out of 05 CoE proposals were finally selected for funding. The entire process took place on the day of MoU signing for OHEPEE program with each University.

Since creation of COE is a first in the state, it was decided to designate few nationally renowned domain experts as academic mentors to each proposal. The mentors will closely monitor the progress of research, provide suggestions, guidance and suggest mid-course corrections if deemed necessary. The expenditure towards mentor's TA, Hospitality and Honorarium would be paid out of the project funding by the University. The frequency of consultation with the mentor will depend on the specific nature of the project and the need of the lead investigator. It was suggested that the COE's have more frequent interaction in the first year to shape the focus and then have periodic visits once or twice a year. Mentor's detail for each CoE is recommended in this guideline from the suggestive list given by external reviewers.

In view of its novelty, the following operating procedures would be followed regarding implementation of the COE.

1. Financial :

Normally, the Budget will be released in four equal installments. In case the COE has incorporated civil infrastructure, the designated funding will be released to PWD/WD based on the estimates submitted by them. The COEs would need to discuss their user requirements with the concerned CE, WD, Govt. of Odisha. For all other purposes, OGFR and/or procedures followed by the respective universities (as per their acts, statute and Financial Manual) would apply. Submission of audited account and timely progress report to the SPMU, HED will be pre requisite for release of funding in successive years.

2. Man Power:

The COE will recruit manpower under the following categories in project mode:

2.1 Research associates or post doctoral fellows (pdf) :

- a. These would be recruited on the basis of an all India advertisement in one national and one local news paper apart from e-mail publicity to various groups having domain expertise in specific area.
- b. Must have a Ph.D. degree in closely related area with at least 3 publications in WOS or Scopus indexed journals. He also must have a first class in Bachelor or Masters degree from a recognized university.
- c. The Consolidated monthly emoluments would be Rs. 30000/- pm at the lowest and Rs. 40000/- pm at the highest with an increment of 10% per year on satisfactory performance based on achievement of set milestones.
- d. The applicant would be required to give a seminar on her/his research area in presence of an assessing committee consisting of the Vice Chancellor of the university, The COE coordinator, the mentor to the project, one domain expert to be chosen by the Vice Chancellor (equivalent to Professor rank academicians) ,VC OSHEC or his nominee (at least a Professor rank academician). The appointment would be renewable annually after an academic review as above.
- e. The RA or PDF as the case may be would be required to work both in the lab or in the field and would be required to publish at least in SCI indexed journal paper per year on the area of work being done at the CoE.

2.2 Research fellows will be taken from UGC/CSIR JRF or Odisha Research Incentivisation Scheme

2.3. Technical /Research Assistants:

- a. Recruited through advertisement in Local paper
- b. Applicants must hold a second class masters degree in the relevant discipline with at least 55% marks in aggregate.
- c. Must be less than 30 years of age on the last date of advertisement

- d. Experience with field work, computer, instruments and research or field work would be preferred.
- e. To be selected through an interview (committee to be constituted by the coordinator of the COE and approved by the Vice Chancellor. A nominee of OSHEC will be a member)
- f. Gross emoluments will not exceed Rs. 12000 pm with fixed term appointment renewable annually.

2. 4. Office Assistant:

- a. Minimum 12th pass with age not exceeding 25 years as on the last date of advertisement
- b. Elementary knowledge of Computers and office work
- c. To be selected through an interview (committee to be constituted by the coordinator of the COE) and approved by the Vice Chancellor.
- d. Gross emoluments will not exceed Rs. 8000/- pm with fixed term appointment renewable annually

3. Broad Timeline :

The date of sanction/transfer of funds to the university will be the start day for the respective COEs.

- a. Start day to 3 months : Recruitment, Drawing up technical specification of equipment and discussion with works department
- b. 3 months to six month : Recruitment completion, Procurement started. Research Plan finalization in to phases
- c. Six months to one year : Start of Deliverables
- d. Nov-Dec every year : Annual Reviews and recommendation for next year's funding

4. Procurement : All technical procurement must have AMC attached

5. Annual Reviews :

Every year, during November to December, the COEs will undergo an Annual Review. The reviewing will be done by a review committee consisting of the following:

- a. Vice Chairperson OSHEC
- b. VC of Concerned University
- c. PD, OHEPEE
- d. Mentor/s of the COE
- e. One External Domain Expert to be selected by OSHEC
- f. Nominee of World Bank

Each COE will make a presentation based on work carried out. Satisfactory progress of the project will enable release of next year's funding. The funding for the annual review will be borne by OHEPEE.