



राष्ट्रीय औषधीय शिक्षा एवं अनुसंधान संस्थान  
National Institute of Pharmaceutical Education & Research  
सैक्टर-67, एस. ए. एस. नगर (मोहाली), पंजाब – 160062  
Sector-67, S.A.S. Nagar (Mohali), Punjab -160062

**MINUTES OF THE 81<sup>ST</sup> MEETING OF THE BOARD OF GOVERNORS (BOARD) HELD  
ON 20<sup>TH</sup> JUNE, 2023 (TUESDAY) AT NIPER, S.A.S. NAGAR (MOHALI)**

**Present physically :-**

- |    |  |             |
|----|--|-------------|
| 1. | Dr. Girish Sahni, Former DG, CSIR  | Chairperson |
| 2. | Prof. Dulal Panda, Director, NIPER, S.A.S. Nagar (Mohali)  | Member      |
| 3. | Prof. Bikash Medhi, Department of Pharmacology, PGIMER   | Member      |
| 4. | Dr. Meenakshi Sharma, Scientist G, Indian Council of Medical Research (ICMR)<br>Hqrs., New Delhi | Member      |
| 5. | Prof. Ipsita Roy, NIPER, S.A.S. Nagar (Mohali)   | Member      |
| 6. | Wing Cdr PJP Singh Waraich (Retd.), Registrar, NIPER, S.A.S. Nagar (Mohali)                      | Secretary   |

**Present virtually :-**

- |     |  |        |
|-----|--|--------|
| 7.  | Sh. Rajneesh Tingal Joint Secretary ,DOP, GOI, New Delhi   | Member |
| 8.  | Prof. R.S. Verma, Director, Motilal Nehru National Institute of Technology (MNNIT)<br>Allahabad, Prayagraj           | Member |
| 9.  | Mr. Ranga Chandrasekhar, Deputy Drugs Controller (India), CDSCO, Sub Zonal<br>Office, Baddi representing DCGI, MoHFW | Member |
| 10. | Sh. Jagdeep Singh Sidhu, Deputy Director representing Secretary, Technical<br>Education, Govt. of Punjab.            | Member |

At the outset, Registrar & Secretary, Board of Governors (BoG), NIPER, S.A.S. Nagar welcomed the Chairperson and Members, BoG to the 81<sup>st</sup> Board Meeting. He informed that requests for leave of absence have been received from Dr. Rajesh Jain, Dr. T.Rajamannar and Dr.Arvind Kumar Bansal. The leave of absence was recorded as reported. He requested the Chairperson to address the Board.

The Chairperson while addressing the BoG appreciated the involvement and commitment of the Board members to guide the Institute particularly in view of the fact that so far Board meetings have been held in quick successions. He remarked that agenda for the instant meeting also contains very crucial and diverse issues. Since the present Board consists of members having strong expertise in their respective fields, he is certain that the institute will get the best advice/guidance on the agenda items. He directed the Secretary to take up the agenda. Thereafter, the agenda was taken up and a point-wise record of deliberations is contained in the following paragraphs:

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- 81.1 To confirm the minutes of 80<sup>th</sup> Board of Governors (BoG) meeting (a Requisitioned Meeting) held on 17<sup>th</sup> May, 2023.

**The Board unanimously resolved that the minutes of 80<sup>th</sup> Board of Governors (BoG) meeting (a Requisitioned Meeting) held on 17<sup>th</sup> May, 2023 at the Institute be confirmed. The Board also approved uploading the minutes of its 80<sup>th</sup> meeting on the website of the Institute mutatis mutandis.**

- 81.2 To report action taken on the minutes of 80<sup>th</sup> Board of Governors (BoG) meeting (a Requisitioned Meeting) held on 17<sup>th</sup> May, 2023.

**The Board noted the information w.r.t. action taken by Institute on its directions and provided specific observations/directions on the following agenda items/action taken report, which are enumerated hereunder:**

1. Agenda Item No. 78.16 (79.2.3) regarding Centre for Pharmaceutical Innovation and Entrepreneurship (CPIE) to meet current guidelines of Atal Incubation Centre or Nidhi Incubator Scheme or Bionest Scheme, etc., and Implementation of DoP policy guidelines on innovation and Entrepreneurship.

**The Board while noting the action taken report on Centre for Pharmaceutical Innovation and Entrepreneurship (CPIE) advised the Institute to be very cautious and to keep its interest paramount while registering as Section 8 company. The Institute should also make sure that rules and procedure to be finalized shall be self-explanatory without scope of any misinterpretation and be followed strictly and if required assistance of an expert, who has dealt with section 8 companies, be taken.**

2. Agenda Item No. 75.6 (78.2.7) with regard to preparation of Citizen Charter

**There were thorough deliberations on the importance of Citizen Charters, which is pre-requisite for Good Governance and Transparency. It was apprised that Citizen Charter of the Institute should be on the lines of Right to Service for employees, students and others. There was unanimity in the Board that it will ensure right to service to stakeholders and will be a very effective tool to settle the grievances at an infant stage.**

**The Board inquired, if there is E-Office, NIC system or online file tracking system in the Institute. It was informed that presently no E-Office or online file tracking system being followed by the Institute although the Institute is aware of need of ERP and has planned to implement long**

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ago, however, the ERP system could not materialized for want of funds. Currently, the Institute has floated an EoI for implementation of the same. It was also apprised that presently the Institute is in the process of establishment of limited modules of ERP or alike system and it is expected to be implemented very shortly.

The BoG reiterated to develop and strengthen the Citizen Charter where role of each official is defined, along with time line to be followed for completing different tasks, as it will ensure accomplishment of jobs in a time bound manner and also facilitate the Institute to fix the accountability and responsibilities of employees, who are not performing the assigned tasks responsibly and in a time bound manner. Till this is established, the Board directed that manual record, in the form of registers, be maintained to track file movement.

The Board directed to put up Citizen Charter in its next meeting.

- 3. Agenda Item no. 78.14 ( 79.7) regarding strengthening of Grievance Redressal Mechanism while considering Pensionary and other service benefits of Shri K.S. Saini, Ex-Stenographer-B of the Institute.

The Board noted the list of pending Court cases of the Institute. With regard to strengthening of the Grievance Redressal Mechanism in the Institute, the Joint Secretary, DOP opined that Institute may consider constitution of Grievance Redressal Committee keeping in view the directions of the Board not to dig the old grievances/issues/cases especially those grievances/issues /cases which are sub-judice or where decision has already been taken by the former institutional authorities including BoG in the past, as it casts aspersions on the wisdom and acumen of previous authorities which would not be appropriate and will open up Pandora's box of new issues beside setting of wrong precedence. Redressal should be strictly as per rules and statutes. The Board unanimously endorsed the views/opinion of JS, DoP and directed the Institute for strengthening of the Grievance Redressal Mechanism with above stipulations.

- 4. Agenda Item No. 79.4 regarding hiring of Young Professionals.

The Board went through the communication received from the Nodal Ministry and deliberated upon the number of Young Professionals to be hired by the Institute.

The Institute submitted that it could not fill sanctioned regular positions and they are presently deemed abolished and needs to be revived through the Ministry, whereas quantum of work has increased manifold

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particularly in Purchase, Examination, Audit, Technical Cell and Finance.

After thorough deliberations, the BoG unanimously resolved to allow Institute to hire 10 Young Professionals with the directions that preference shall be given to persons having experience and knowledge of Government Procedure/GFR etc. The BoG also resolved to allow Institute to hire consultants who have experience of purchase, finance and establishment, especially utilization of funds in the Institute is severely affected due to absence of experienced personnel in Purchase section to handle issues arising out of GeM.

5. Agenda Item No. 79.9 regarding age relaxation for Departmental Candidates of NIPER, S.A.S. Nagar (Mohali) in Direct Recruitment.

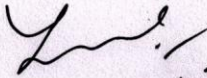
The Board went through the communication received from the Nodal Ministry directing that age relaxation for Departmental Candidates of NIPER, S.A.S. Nagar (Mohali) in direct recruitment should be as per powers under Recruitment Rules of the Institute.

It was informed by the Institute that age relaxation has not been prescribed in the current Recruitment Rules of the Institute whereas in the recent past on the directions of Nodal Ministry, draft Service Rules for all the NIPERs were framed wherein no age restriction is applied for departmental candidates.

After threadbare deliberations, the Board unanimously resolved and reiterated to extend age relaxation up to 5 years in direct recruitment to the departmental candidates of the Institute in line with the provisions of DoPT OM No. 15012/2/2010-Estt. (D) Dated 27.03.2012, with the stipulation that this relaxation shall be immediately revised as per the Common Service Rule for NIPERs when it is made applicable by the Nodal Ministry.

6. Agenda Item No. 78.22 regarding vacant posts at NIPER, S.A.S. Nagar (Mohali).

It was noted by the Board that a consolidated proposal for revival of faculty posts (Professor-10 posts, Associate Professor-11 posts and Assistant Professor-07 posts) has been submitted to Ministry on 07.06.2023. Further, a proposal for revival of deemed abolished non-teaching posts is also under process and shall be submitted to DoP soon.

  
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The Board urged the Joint Secretary, DOP to help the Institute for revival of the sanctioned posts. The Joint Secretary, DoP apprised the Board that Ministry is sensitive towards the requirements of the Institute and informed that Government has approved the posts for other NIPERs with the criteria of Faculty-Employee ratio of 1:1.1 and Faculty-Student ratio of 1:12. Keeping the criteria in view, the Nodal Ministry is very hopeful to get the faculty positions revived from Ministry of Finance. He further stated that as far as non-teaching positions are concerned although matter will be taken up with the Ministry of Finance strongly but the outcome may be difficult to predict. The Board appreciated this concern and asked the Institute to devise a demand by keeping the faculty administrative staff ratio at an acceptable level. Considering the functionality of several national centres, proposal for establishment of CoEs and increased intake of students each year, the Board observed that the scientific and technical staff strength of the institute is quite meager. The ministry may be requested to review and pursue revision of Faculty Employee ratio with concerned Ministry.

The Board unanimously resolved to direct the Institute to forward proposal for revival of non-teaching posts at the earliest with detailed justifications.

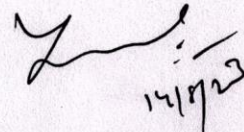
- 81.3 To ratify the minutes of the 42<sup>nd</sup> Finance Committee meeting held on 31<sup>st</sup> May 2023.

After thorough deliberations, the Board unanimously resolved to approve/ratify the minutes of the 42<sup>nd</sup> Finance Committee meeting held on 31<sup>st</sup> May 2023.

- 81.4 To consider Annual Statement of Accounts of the institute for the Financial Year 2022-2023.

The Board deliberated the agenda thoroughly and noted the recommendations/suggestions of Finance Committee on the Annual Statement of Accounts for the Financial Year 2022-2023.

The Chairperson, Board observed that income of Rs. 4,400/- from Royalty, Publications in the Income and Expenditure statement at Schedule 16 is meagre and sought clarifications. It was clarified by the Institute that income of Rs. 4,400/- mentioned in Schedule 16 is from sale of publication of in-house Magazine CRIPS, whereas at Schedule 12 under the Consultancy receipts contained the earning to the tune of Rs. 1,56,68,683.27. Since the Institute strictly needs to follow the format for Statement of Account/Balance Sheet as notified by the Comptroller and Auditor General of India, there is a little scope to exhibit figure/data

  
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beyond the format. However, the Institute shall endeavor to show entries more prominently in a self-explanatory manner.

The Board inquired about the extramural earnings of Institute in percentage terms of total budget. It was apprised that presently extramural earnings of the Institute is approximately 30% of the total Budget. The Board while appreciating the numbers advised the Institute to enhance the earnings in order to achieve self-sustainability and financial resilience as has been emphasized by the Government of India. Thereafter, the BoG unanimously resolved to adopt and approve the Annual Statement of Accounts for the F.Y. 2022-2023.

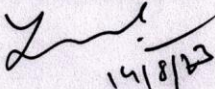
- 81.5 To report on Budget Estimates (BE) FY 2023-24, Recurring [Grant in Aid (Salary) & Grant in Aid (General)] and Non- Recurring [Grant in Aid (Creation of Capital Assets)] of the Institute.

After going through the details provided in the agenda, the Board expressed its concern over the huge deficit in Grant in Aid (Salary) and asked as to how Institute is planning to manage the deficit amount on this account? It was apprised by the Institute that it has no other option but to meet the deficit amount from IEBR fund. It was further apprised by the Institute that earlier interest earned on both Intramural and extramural funds went to IEBR, however, in view of the revised guidelines of the Gol, the interest earned on Intramural and extramural grants has to be returned to the Gol, which will make the IEBR fund depleted.

After threadbare deliberations, the Board endorsed the recommendations of the Finance Committee that since salary is an obligatory expense, hence, Institute should take up the issue with the Ministry and pursue at the highest level giving sound justifications/reasons as meeting shortfall from IEBR will not be in the interest of Institute in long run especially with increase in number of employees.

The Institute apprised that in the recent years Grant in Aid (General) and Grant in Aid (Creation of Capital Assets) from the Nodal Ministry has enhanced from Rs.78 Crores to Rs.126 crores. The Board in one voice appreciated and thanked the Nodal Ministry for enhanced financial support.

The Joint Secretary, DoP apprised the Board that Ministry of Finance has allocated Rs.1500 crores for five years (Rs.300 crores per annum) for all NIPERs. He further articulated that NIPERs shall achieve self-sustainability and financial resilience in longer run and NIPER Mohali is expected to lead the journey of self-sustainability. He advised the Institute to forward a comprehensive proposal to the Ministry so that matter may be taken up with the Ministry of Finance to allocate more funds or to allow utilization of

  
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part of Grant in Aid (General) and Grant in Aid (Creation of Capital Assets) to meet budgetary requirements for Grant in Aid (Salary).

Further, the Board noted that there is a major deficit of Rs. 67.30 crores in Pension Fund and endorsed the recommendation of Finance Committee that the Institute should pursue with Nodal Ministry to provide funds either on yearly basis or on lump-sum basis towards pension as a first step forward.


The Board after threadbare deliberations unanimously recommended the Budget Estimate (BE) for FY 2023-24 Recurring expenditure [Grant in Aid (Salary) & Grant in Aid (General)] to the tune of Rs 210.00Cr, which includes Rs 65.00Cr for Grant in Aid (Salary) and Rs 45.00Cr for Grant in Aid (General).

- 81.6 To consider National Accreditation Board for Testing and Calibration Laboratories (NABL) accreditation of Central Instrumentation Laboratory (CIL) facilities (LC-MS/LC-HRMS, HPLC for Pharmaceutical Testing of Drugs) of the Institute.

After presentation by Prof. I.P. Singh on the subject, the BoG while appreciating the spirit of agenda, which otherwise is not one of the mandates of the Institute, inquired if the Institute has sufficient in-house trained manpower, equipments and financial resources. Besides if Institute has carried out any market survey to adjudge proposed testing facilities competitiveness of similar facilities available with private and public organizations in the market.

It was apprised that if analytical facility of the proposed 17 drugs gets NABL accreditation then the test reports on these drugs shall be documented, traceable, reliable and universally acceptable. The Institute would certainly need finances and additional dedicated employees. It was also apprised to the Board that the Institute has not done any market survey on the competitiveness of the similar drug testing facilities, hence it is not possible to predict or guarantee the extent of revenue generation.

The Board taking all aspects into consideration unanimously resolved that it would be in the interest of Institute, if instead of applying for NABL approval of 17 drugs for NABL testing at the Institute (identification, assay, related substances, content uniformity, weight variation and dissolution), the Institute may commence applying for NABL approval for 5 drugs as a pilot project. Subsequently, after analyzing various parameters and experience gained from the pilot project, the Institute may decide on the possibility of accreditation for the remaining or more drugs. The Board

  
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also advised the Institute to pursue with the Ministry for requisite manpower and finances.

- 81.7 To consider establishing a National Accreditation Board for Testing and Calibration Laboratories (NABL) accredited combination Medical Device Testing Laboratory (CMDTL) on the Ground Floor of National Bioavailability Center (NBC) of the Institute.

Prof. I.P. Singh gave a detailed presentation covering vision, scope, infrastructural requirements, outcome and utility of establishing a National Accreditation Board for Testing and Calibration Laboratories (NABL) accredited combination Medical Device Testing Laboratory (CMDTL) at NIPER.

The BoG while appreciating the spirit of agenda noted that beyond doubt establishing of a NABL accredited CMDTL at NIPER shall be in the interest of Institute.

After thorough deliberations, the Board was unanimous that Institute may adjust manpower requirement by way of imparting training to existing employees and has the capacity and capability to run the testing. However, the major predicament is a very large financial involvement for instruments, construction and manpower requirements. The huge financial involvement is beyond the scope of financial resources of the Institute to absorb.

Accordingly, the Board unanimously resolved to accord in principle approval for establishing a National Accreditation Board for Testing and Calibration Laboratories (NABL) accredited combination Medical Device Testing Laboratory (CMDTL) and directed the Institute to pursue for the financial and manpower requirements with the Ministry.

- 81.8 To allow faculty members, staff, students to form Startup/Legal Entity/Company and Incubate at Institute Incubation Center.

The Board briefly discussed the agenda item and unanimously resolved to defer the agenda item due to paucity of time and also it requires thorough deliberations.

- 81.9 To report on two symposiums titled 'NIPER Students Research Scholarship Symposium' and 'AI&ML for Drug Discovery'.

The Board appreciated that Institute has planned to convene two symposiums titled 'Students Research Scholarship Symposium' from 10th August, 2023 to 12th August, 2023 and 'AI&ML for Drug Discovery' in the month of October, 2023, which is expected to be attended by persons of eminence in the field of

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Pharmaceutical Industry and Academia beside Research Scholars. The Board advised the Institute to take optimum benefit showcasing its research and facilities to the participants.

- 81.10 To consider constitution of panel for BoG nominated Chairman and one Member in the Selection Committee for ongoing faculty recruitment/CAS interview.

The Board after thorough deliberations unanimously approved one panel each for Chairperson and for Member in the Selection Committee for faculty recruitment/Career Advancement Scheme in pursuance to Column 1 of table 1 of Clause 3.6 and clause 5 of the NIPER Statutes. The Board approved panels are annexed at Annexure- 1.

The Board further unanimously resolved that both the Panels will be valid for a period of one year and shall be explored as per availability of members for the selection process of the faculty of the Institute and for considering promotion cases of the eligible faculty members to next higher grade under Career Advancement Scheme (CAS).

- 81.11 To consider modification in format for Annual Performance Assessment Report (APAR) for the faculty of the institute.

Prof. I.P. Singh gave a detailed presentation on the agenda item. Firstly, the Board appreciated the initiative of the Institute for making Annual Performance Assessment Report (APAR) more objective, quantifiable, pragmatic and neutral for better performance evaluation of the faculty members, which is in the interest of both faculty and the Institute.

It was inquired by the Board, if the proposed APAR format had been deliberated amongst the stakeholders. It was apprised to the Board that proposed APAR format has been deliberated in the faculty meeting and views of the faculty members have been taken into consideration in the proposed APAR format. After an extensive deliberation, the board found the proposed categories of grading of the APAR is in order and approved it. However, the board provided several suggestions as outlined below and directed the Institute to fine-tune the APAR through internal deliberation considering the suggestions. Suggestions provided by the board:

1. The Board observed that no point is proposed for filing of patent and advised that the adequate points for filing of National and International Patent be considered. The same was discussed in the meeting and agreed to by the Institute.
2. The proposed 4 and 10 points for filing of Reports to National and International bodies respectively needs to be reviewed owing to wide gap in the points. The same was discussed in the meeting. The

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Institute agreed to award 6 points for reports of International bodies which was accepted by the Board.

3. The proposed points in Training programs/conferences organized/co-organized particularly the 10 points proposed Short-term certificate course (3 months minimum) needs to be reviewed so as to maintain the parity with the other parameters of the proposed format. The same was discussed in the meeting and agreed to by the Institute.
4. The proposed points for Awards/Fellowships also needs to be reviewed in view of the guidelines of the Government of India which has debarred awards and fellowship without its prior approval.
5. The proposed 2 points for Membership of professional bodies such as on expert committees of DST, DBT, ICMR, CSIR etc or Senate, BSR etc. of IITs, other INIs, Central/state Universities etc. may be dropped.
6. It was also suggested by the Board that claims/filled in data in the APAR needs to be verified before forwarding it to Reporting/Reviewing/Accepting Authority of the respective faculty members. After deliberations, it was unanimously resolved that Technical Cell of the Institute or any section designated by the Director may be entrusted with the duty to verify the claim/filled in data made in the APARs before it is forwarded to Reporting/Reviewing/Accepting Authority. The Institute may have more deliberations on this before finalization.

81.12 Administrative matters to be reported to the Board

**After thorough deliberations, the Board unanimously resolved to ratify the following administrative matters:-**

1. Joining of new faculty members –

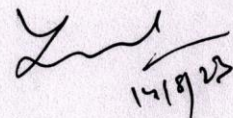
**Ratified.**

2. Resumption of duties by Wing Cdr. PJP Singh Waraich (Retd.) as Registrar-

**Ratified**

3. Recruitment of vacant faculty positions-

**Noted.**

  
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- 81.13 To report on National Institutional Ranking Framework (NIRF) ranking.

**The Board expressed its concerns over the decline in National Institutional Ranking Framework (NIRF) and asked if introspection has been done by the Institute to identify the areas where improvisation is required?**

It was apprised to the Board that a series of brain storming sessions/introspections were held amongst the stakeholders. There was unanimity amongst the stakeholders that faculty student ratio, which is presently 1:31, is exorbitantly high. The Institute has been emphasizing for the last many years at various forums i.e. Nodal Ministry, APDC, Board of Governors etc. that there is a dire need to bring down the present Faculty student Ratio significantly, as it drastically affected the quality of the education and research. The Institute apprised that faculty positions falling vacant during last 5 years have been got revived by the Nodal Ministry after co-ordinating with the Ministry of Finance. The Institute expects similar support from the Ministry and Board of Governors as Institute intends to fill maximum sanctioned post of Faculty.

Another major reasons identified is that Institute did not receive aid and guidance from its Statutory bodies e.g. Board of Governors, Finance Committee, Academic Planning and Development Committee, Senate and LSBWC, which remained under constitution for more than 3 years and have been constituted in later part of year 2022. There is dearth of regular non teaching employees particularly at supervisory level.

It was also apprised to the Board that Institute has received a target of 250 publications from the Nodal Ministry for the year 2023-24 and considering the present strength of faculty members, the Faculty Publication ratio is more than 1:8.

It was further apprised by the Institute that the Institute has identified the areas/parameters where Institute needs to improve further. The Institute assured the Board that it is determined to work hard in the areas where it missed scores narrowly and will ensure better ranking next year.

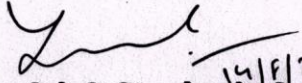
- 81.14 Institutional product oriented project monitoring and functioning mechanism.

It was apprised by the Director that in the 20<sup>th</sup> meeting of Academic Planning and Development Committee (APDC) of the Institute held last week on 16<sup>th</sup> June, 2023, it was deliberated to constitute a Committee with the minimum strength of 12 members consisting of 2 academicians and 2 industrial experts each in the areas of Biological, Chemical and Pharmaceutical Sciences to oversee the distribution of intra-mural funds

in a systematic goal oriented manner. It was also unanimously resolved by the APDC that 60% of the intra-mural funds supported by the grant received from the Nodal Ministry may be reserved for supporting the individual laboratory of the faculty member while 40% of the intra-mural funds be reserved for the research area mandated by Nodal Ministry or Institute for itself. It was also resolved that this 60:40 ratio be reviewed by the Committee to oversee the distribution of intra-mural funds periodically.

The Board noted the information and resolved that the proposed Committee may be constituted by the Director and simultaneously directed to put up detailed policy for institutional product oriented project monitoring and functioning mechanism in its next meeting, which may be convened in the first week of September, 2023.

There being no further points, the meeting ended with thanks to the Chair and by Chair to the members.

  
[विंग कमांडर पी.जे.पी. सिंह वडैच (सेवानिवृत्त)]  
कुलसचिव, सचिव-शापीमंडल, नाईपर,  
एस. ए. एस. नगर (मोहाली)