

**PRASAR BHARATI**  
**(INDIA'S PUBLIC BROADCASTER)**  
**PRASAR BHARTI SECRETARIAT**  
**PRASAR BHARTI HOUSE, COPERNICUS MARG**  
**NEW DELHI-110011**

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No. Misc-1/001(7)2018-19/Budget /148

Date 24.09.2018

Subject: Minutes of Meeting related to Budget Allocation in Chamber of CEO dated 31.08.2018

The list of officers, who attended the Meeting, is listed in Annexure-I.

The meeting started with welcome address by CEO.

The matters discussed and decisions taken during the meeting are listed below:

1. ADG (P): WZ & SZ explained that distribution of budgets to units under their jurisdiction have no relationship with the revenue earning capacity, office/Staff strength. They also quoted examples of few field units where such problem occurred. M (F) also asked ADG (F): DG: AIR to distribute budget on the basis of transparent parameters instead of merely following the past years trends of expenditure. Both the ADG (P)s cited examples of cases of misuse in hiring of vehicles. They told vehicle booking should be on monthly basis but few units are hiring vehicles on daily basis, which is costly. CEO informed that RS-TV has made corporate tie-up with Ola and PB should also explore the booking of Taxis in this line to stop misusing and better utilization of resources.

[Action: ADG (E)s, ADG (A): PBS/DG: DD/AIR, ADG (F): DG: DD/AIR]

2. ADG (P-WZ) & ADP (P-SZ) requested that HoO and HoP are proceeding on tour without their consent & they are not having tour approval power for even for program official/officers under their respective zones. Thus, following points were discussed
  - a. As per established rule ADG(E)(Zone) is competent authority (within its zone) for tour approval in case of HoE/engineering staff and ENC /DG: DD in case out-of-zone tours. However, ADG(E)(Project/Maintenance) zones should issue guidelines urgently to avoid misuse of funds by staff under their jurisdiction in case of purely technical setups.
  - b. This procedure is working fine for setups, where only engineers posted like HPT/SPT, but complication arises in the stations, where both engineers as well as program wing works. As in some of said cases HoE became HoO due to seniority. Thus, fair & unbiased view is to be devised and comprehensive guidelines are to be issued after the consultations with ADG (P) & ADG(E)(Project)/(TVM)/(AVM) to stop misuse of tours. These guidelines should not only focus on financial prudence but should streamline operational requirements of field formation with respect to jurisdiction of HoO/HoP/HoE.
  - c. It was decided that henceforth, No tour should be conducted by anyone for reconciliation at PAO & field formation should only dispatch photocopies of bills/ invoices to respective PAOs.
  - d. M (F) emphasised that before issuing tour orders cost-implications should be mandatorily evaluated by DDOs. It was also noticed that many times, long-duration tour orders were issued only to favour certain employee. M (F) asked both the ADG (P) s to provide five such cases with complete details, where frequent/long tours were given to any officials involving large expenditure, which could have been avoided otherwise.

[Action: ADG (E&A): PBS, ADG(P): Zone, ADG (E)(Zone)]

  
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3. CEO directed ADG(E&A) for fair review on the following requests of ADG(P)(SZ) & ADG(P)WZ.
- O/o ADG(P) should have fair role in the transfer committee of administrative staff. Their office should have separate fund provisioning to avoid inter-dependence on stations for smaller requirement & have role in distribution of budget for relevant subheads to their units. They requested for power of Leave/tour sanction of program officials of zone. They asked matrix based APAR review system jointly by ADG (E) & ADG (P) of zone. They also asked that DTE subhead of CCW should be according to projects/targets.
  - ADG (P-SZ) requested that all official communications related to their jurisdiction are not reaching to them. M(F) directed that copies of such order should compulsorily be marked to them orders published on website.

[Action: ADG (E&A): PBS, ADG(B&A)]

4. CEO emphasised in meeting that the role of HoO is purely administrative. Hence, all stack holders may discuss the possibility to delink responsibilities of HoO from both HoE and HoP and freeing them for purely engineering and content creation matters respectively. Thus, Separate Post of HoO can be devised for better management. However, CEO directed officers to solve all conflicting issue of program vs. engineering amicably for better synergy.

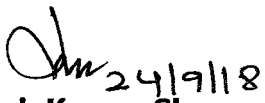
[Action: ADG (E&A): PBS]

5. CEO directed to explore the possibilities of pooling of technical resources like OB Vans, Vehicles, equipments so that decision related to deployment, monetizing of infrastructure and disbursement/controlling of related TA/DA funds can be centralized. ADG(P)s were instructed to discuss the rate cards of hiring of technical facilities with ADG(Costing):PBS

[Action: ADG (P): Zone, ADG (Costing): PBS]

6. CEO directed to open a news sub heads for IT from OE for all the needs of IT of organization under the command of ADG (IT) for all need other than equipments of broadcasting. The order has to be issued urgently with clear delegation of power and competent authority in the line of as of other sub heads. The finance team requested clear definition of items/Consumables/authority levels and delegation of financial powers to operate subhead at station level.

[Action: ADG (B&A), ADG (IT): PBS]

  
(Rajesh Kumar Sharma)  
Deputy Director (B&A)

PBS: ADG(B&A)/ADG (E&A)/ADG (F)  
ADG(P)(WZ), ADG(P)(SZ), ADG(E)(NZ)

Copy to:

- DG:AIR, DG: DD, ENC: AIR&DD for kind information
- ADG(A): DG:AIR/DD, ADG(F): DG:AIR/DD, ADG(P): All Zones, ADG(E): All Zones
- PPS to CEO ,
- PPS to M(F)
- DDG(Tech):PB Sectt. With the request for uploading of this letter on web-site.

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**Annexure – I**

List of officers attended the Meeting

1. Sh. Sakesh Prasad Singh, ADG(B&A) : PBS
2. Sh. Dinesh Mahur, ADG(A&E): PBS
3. Smt Kalpana Singh, ADG(F): DG:AIR
4. Ms. Deepak Ashish Kaul , ADG(F) : DG:AIR
5. Sh. Neeraj Agarwal, ADG(P-WZ)
6. Dr. Rajkumar Upadhya, ADG(P-SZ)
7. Sh Avinash Agarwal , ADG(IT):PBS
8. Sh. C.K. Jain , ADG(F): PBS
9. Sh. Subhash Khurana , DDG(F) : DG:AIR
10. Smt Neeru Sharma, DDG(F) : DG:DD
11. Sh. Jitender Malik, Dir(F):DG:AIR
12. Sh. Rajesh Kr. Sharma, DD(B&A): PBS
13. Sh. Rajan Bhasin , DD (PPC):PBS

  
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