

The Rajasthan State Students Funds (Government Colleges) Rules, 1970

RAJASTHAN

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Rule

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The Rajasthan State Students Funds (Government Colleges) Rules, 1970 Published vide Notification No. F 4(30) Edu/Cell/6 - 68, dated 13-7-1970. Published in Rajasthan Rajpatra. Part 4(C), dated 23-1-1975, Page 562G.S.R. 269. - In the exercise of the powers conferred by Article 266 (2) of the Constitution, the State Government hereby makes the following Rules governing the administration of the student fund of the Government Colleges in Rajasthan :-

1. Short Title, Extent and Commencement.

- (i) These Rules may be called the Rajasthan State Student's Funds (Government Colleges) Rules, 1970.(ii)They will come in force from 1-7-1970, and will supersede all previous orders on the subject.

2. Application.

- (i) Notwithstanding the relevant provisions contained in the G.F. & A.R., these Rules will be applicable to all the Government Colleges in the State under the administrative charge of the Director of Education, Rajasthan.(ii)The Government may, subject to the limits of its powers to make such Rules or orders, relax, or modify the provisions of these Rules, in such manner as may necessary.(iii)The Director of Education, with the concurrence of the Government, may issue in the form of standing orders, such ruling or interpretations of the provisions of these rules, as may appear to him necessary, and such standing orders shall have the same force as these Rules.

3. Definitions.

- In these Rules unless the subject of context so requires.(i)"Government" means Government of Rajasthan;(ii)"The Director of Education" means Director of Education, Rajasthan Jaipur;(iii)"Jt. Director" means the Jt. Director of College Education, Rajasthan, Jaipur;(iv)"College" means any Government College in Rajasthan, under the direct administrative control of the Director of Education, Rajasthan, Jaipur;(v)"Principal" means the Principal of a Government College in Rajasthan;(vi)"Student Fund" means the student funds of the Government College comprising of the public money, realized in these colleges at such rates as Government may determine from time to time, other than those creditable to the Consolidated Fund of the State;(vii)"Committees" means the various Committees of the Colleges constituted by the Principal for various activities of the colleges;(viii)"Directorate" means the Directorate of College Education, Rajasthan, Jaipur;(ix)"Accountant General" means the Accountant General, Rajasthan, Jaipur.

4. Administration of Funds.

- The Administration of all the funds in such Institutions shall vest in the Head of the Institution who shall be assisted and advised by a committee to be called as the Student's Funds Finance Committee, it shall consist of the Head of the Institution as ex-officio Chairman and Secretaries of the student's committees which control the various activities for which the funds exist or the Union Executive of the Institution if thereby any one member of the staff shall be nominated by the Head of the Institution to be the Secretary of this committee.This Committee shall

1. Decide applications for exemptions from payment of fees for the funds, subject to the limit of 10 percent of the students in each class or any other limit at the Director may prescribe,

2. discuss and pass budgets framed by the committees controlling the various activities,

3. frame rules defining the power of expenditure to be exercised by the various committees, subject to the approval of the Head of the Institution,

4. re-appropriate funds from one fund to another in cases of special necessity,

5. deal with all other matters relating to the proper utilisation of funds.

(2)Regular Annual Budget shall be prepared for each fund.(3)The funds shall be utilized on the following subjects :-(a)Examination Funds :conduct of tests held by the Institution.(b)Reading Room Funds :(i)Subscription of news papers and Magazines for the Reading Room.(ii)Purchase of books required in the interest of students.(iii)Binding charges of Magazines.(iv)Other contingent

expenditure in connection with the Reading Room.(c)Games Fund :(i)Payment of entry fee of the terms in connection with matches or Local Tournaments.(ii)Refreshments for players or invited teams in connection with matches or tournament as in (i).(iii)Arrangement in connection with practice matches and tournaments e.g. printing of invitations, programmes, etc.(iv)Special prizes or badges for proficiency in Games and Sports.(v)Repairs of Games material.(vi)Other contingent expenditure on Games and Sports not chargeable to the Departmental budget.(d)Magazine Fund :(i)Preparation of press copies of articles.(ii)Cost of blocks etc.(iii)Stationery and other contingent expenditure required for office work of the Magazine committee.(iv)Printing of Magazine.(e)Social Gathering Fund :(i)Expenditure on the celebration of festivals, holding of social gathering, etc. and other activities calculated to foster healthy social and cultural life.(f)Union Fee Fund :(i)Stationery and other contingent expenditure for Union office.(ii)Expenditure in connection with functions and sessions of the Union.(iii)Any expenditure passed by the Union and its executive and approved by the Head of the Institution in the interest of the students.(g)College Hostel Common Room Fee Fund :(i)News papers and Magazines.(ii)Indoor Games.(iii)Tournaments (Hostel and other social and cultural activities of the Hostel).(4)Besides the above funds, the Head of the Institution may also organise the following fund.(i)Students Aid Fund :The organisation and Administration of the student's Aid Fund will be in accordance with the rules framed by the University Grants Commission, New Delhi.

5.

The Principal shall:-(i)allot, discuss and approve the budgets submitted by the committees controlling the various activities. In the event of the concerned committee's failure to submit its budget, the principal shall frame the budget and approve it;(ii)re-appropriate funds from one fund to another in cases of necessity; and(iii)deal with all other matters relating to the proper utilisation of the funds.

6.

The fund shall be utilised in general for the purpose for which it has been collected.

7.

Students shall be suitably associated with the committees controlling the various activities.

8.

All purchases from the funds shall be made according to Government Rules as envisaged in Appendix XVI of G.F. & A.R. with the sanction of the Principal.

9.

A proper account of the stores purchased and consumed shall be maintained in a form similar to that G. A. 161.

10.

Stores articles may be declared unserviceable and disposed of through public auction or destroyed upto the amount of Rs. 6,000/- by the Principal, and cases of value exceeding Rs. 6,000/- shall require the sanction of the Director.

11.

The following instructions shall be followed in respect of the organisation, administration and finance of the academic association:(i)Generally the following shall be the students office bearers of an academic association:-

1. President.

2. Vice-President.

3. Secretary.

4. Treasurer, and

5. 3 members of the Executive Committee :

One of them shall be a girls student in a co-educational institution. One member of the teaching staff of that subject will act as the adviser of the association. He/She will be responsible for proper utilisation of funds of that association.(ii)All the activities of these associations shall be under the general supervision of the Head of the Institution (Principal) whose approval shall invariably be required for all the activities done under the auspices of the association.

12.

The following are the rules in regard to the maintenance of accounts etc. of the funds.(i)A cash book in the Form GA 51 shall be maintained showing the day to day receipt and expenditure of the funds and shall be closed daily.(ii)All entries in the cash book shall be checked and initialed in token of check thereof by the Head of the College or any other Gazetted officer; appointed by him.(iii)Printed and numbered receipts in the prescribed form shall be issued for all sum received for credit to the fund.(iv)All receipts under the funds will be credited to their respective sub Heads of the fund i.e. Games fund, Reading Room fund. Examination fee fund etc. in the cash book. The head wise

amount shall be shown to in the ledger account of the fund to be maintained.(v)Money relating to fund shall be deposited in Personal Deposit Account opened with the respective District Treasury of the area.(vi)The payment out of the fund shall be made on in order vouchers baring the Pay Order signed by the Principal and entry made in the cash book also posted in the respective ledger account to be maintained for the purpose.(vii)All payments exceeding Rs. 100/ - should ordinarily be made through cheques.(viii)The cash book and other Subsidiary register shall be checked by a responsible officer other than the writer.(ix)The Accounts work including the maintenance of cash book shall be entrusted to the cashier of the college who has furnished the security as per Rules.

13.

Accounts of the funds (including stock accounts) shall be maintained in College office in accordance with the Government Rules for maintenance of Public Accounts. They shall be subject to inspection by the officers of the Directorate and the Accountant General's office.

14.

Though the work of maintenance of Accounts etc. of the Funds shall be done by the college office as a matter of routine, an honorarium at the direction of the Principal may be sanctioned to the college staff for the extra work put in by them, not exceeding 10% of the Substantive pay of the individual per month and upto 20% with the concurrence of the Director of Education.

15.

Where the work is voluminous or cannot be carried on with the office staff in big colleges, one or more full time or part-time staff may be appointed as Fund may permit and paid out of the fund by the Principal.The principal may employ temporary Labour on daily wages for maintenance of playgrounds and gardens or for all purposes as required for their college activities.