

F.No. 24-16/2016-TS-I(Sectt.)
Government of India
Ministry of Human Resource Development
Department of Higher Education
Technical Section-VII

Shastri Bhawan, New Delhi-110115
Dated the 21st October, 2020

OFFICE MEMORANDUM

Subject: Constitution of Project Monitoring Unit (PMU)-regarding

The undersigned is directed to say that a Project Monitoring Unit (PMU) has been set up in the Department of Higher Education for ensuring systematic monitoring of the quality and speed of execution across infrastructure projects in IITs, IIMs, NITs, IISERs, Central Universities, SPAs and other such educational Institutions (funded through regular grants or through HEFA) and to ensure time and cost overruns are avoided in these projects.

2. Accordingly, the Project Monitoring Unit (PMU) would consist of experts in the field of construction with wide experience in handling large projects initially for a period of one year with effect from 21st September, 2020.
3. The PMU will consist of the following:
 - i. Shri Chet Ram Koli, Consultant and
 - ii. Shri. Pawan Kumar, Secretarial Assistant
4. The mandate of the PMU will be as under:
 - i. Engage with the Institutions in which projects have been sanctioned (particularly under HEFA) and their Project Executing Agencies to ensure speedy execution of their projects
 - ii. Provide monthly reports to the Ministry on physical and financial progress of the projects.
 - iii. Identify projects that are facing risks of cost and time over runs and work with the concerned Institutions and the concerned Bureau in chalking out make –up plans.
 - iv. Develop a web based system for monitoring of projects across Institutions.
 - v. Update information pertaining to all infrastructure projects on the portal and generate regular reports
5. The PMU will function as per the following modalities:
 - i. The members of the PMU will interact with the Institutions of the Department of Higher Education in which infrastructure projects have been sanctioned by the Department and funded through HEFA or are being funded by the Department through regular budgetary grants to monitor the physical and financial progress.

- ii. The PMU would ensure that details of the progress of infrastructure projects (both physical and financial) are being updated by the concerned Institutions on the HEFA Dashboard or the dashboard that would be put in place by the Department for effective monitoring.
 - iii. Monthly reports capturing the physical and financial progress of infrastructure projects across Institutions would be submitted to the Department, with special focus on projects that are possibly facing time and cost over-runs.
 - iv. The PMU members would work with the concerned Bureaus and the Institutions to work out make-up plans for those infrastructure projects facing time and cost overruns are observed.
 - v. Visits to the Institutions for monitoring of projects can be scheduled on the specific recommendation of the concerned Bureaus. The visits shall be followed by briefing in writing to the concerned Bureau Head and also briefing in person as per requirement.
6. The members of the PMU would be entitled for the following:
- i. Travel Entitlements equivalent to the post of Under Secretary in Govt of India will be given to the newly appointed PMU members, to be regulated as per the OM No. 19030/1/2017-E.IV dated 13th July 2017, issued by the D/o Expenditure, which entitles the US level officer for Economy Class by Air or AC-II by Train.
 - ii. Local travel, lodging and boarding will be arranged by the concerned Institutions in its guest house. In case of non-availability of such facility, hotel accommodation as per entitlement of an Assistant Professor shall be provided by the concerned Institute.
 - iii. The PMU will be provided suitable working equipment and office space by the Department of Higher Education.
7. This issues with the approval of competent authority in consultation with the IF division of the Department.

(Shwetha Rao B)
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To

1. Members of the PMU, as indicated in Para 3 of the order
2. All Bureau Heads of Dept. of Higher Education (with a request to circulate the Order to Heads of their concerned Institutions)

Copy to:

1. Director General, CPWD, Nirman Bhawan, New Delhi
2. PS to Hon'ble Minister for Education
3. PS to Hon'ble Minister of State for Education
4. PSO to Secretary, Dept. of Higher Education
5. MD&CEO, EdCIL
6. NIC for uploading the order on the MoE website