



NAAC Accredited & UGC Recognized
XITE Gamharia
(Autonomous)

XITE Campus
Behind Tata Complex Colony
Gamharia, Seraikela -832 108, Jharkhand
Tel: (0657) – 2333352/ 6203885338
E-mail: principal@xite.ac.in
www.xite.ac.in

Ref. XITE/Off/ /25

Date: 15th July 2025

To All members of Finance Committee XITE, Gamharia

Dr (Fr) E. A. Francis
Fr. Ravi Gerald
Dr (Fr) Mukti
Mr. Amit Chaturvedi

I am happy to invite you to the 2nd Finance Committee meeting of XITE Gamharia, an autonomous college with Kolhan University.

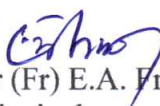
Date: 15th July 2025 at 3.00 pm

Place: Principal's Office (1st floor).

Agenda for the Meeting

1. Welcome and introduction of the members
2. Discussion on the last budget and expenditure
3. Presentation of the Annual Budget for approval
4. Any other matter with the permission of the Chair

We look forward to your timely presence and active participation.


Dr (Fr) E.A. Francis, SJ
Principal



NAAC Accredited & UGC Recognized
XITE Gamharia
(Autonomous)

XITE Campus
Behind Tata Complex Colony
Gamharia Saraikela- 832 108, Jharkhand
Tel: (0657) – 2333352/ 6203885338
E-mail: principal@xite.ac.in
www.xite.ac.in

**The Attendance Sheet of the 2nd Finance Committee Meeting of XITE,
Gamharia held on 15th July 2025**

S #	Name	Designation	Signature
1	Dr (Fr) E.A. Francis, SJ	Chairperson	
2	Fr Gerald Ravi D'Souza, SJ	Secretary	
3	Mr. Amit Chaturvedi	Member, Faculty Representative	
4	Dr (Fr) Joseph Surin, SJ	Member, GB Representative	



NAAC Accredited & UGC Recognized
XITE Gamharia
(Autonomous)

XITE Campus
Behind Tata Complex Colony
Gamharia, Seraikela –832 108, Jharkhand
Tel: (0657) – 2333352/ 6203885338
E-mail: principal@xite.ac.in
www.xite.ac.in

The Report of the 2nd Finance Committee Meeting of XITE, Gamharia

The 2nd Finance Committee Meeting of XITE, Gamharia was held on 15th July 2025 at 3.00 pm in the Principal's Office. The following member were present for the meeting.

S #	Name	Designation
1	Dr (Fr) E.A. Francis, SJ	Chairperson
2	Fr Gerald Ravi D'Souza, SJ	Member, Secretary
3	Mr. Amit Chaturvedi	Member, Faculty Representative
4	Dr (Fr) Joseph Surin, SJ	Member, GB Representative

1. Welcome and introduction of the members

At the outset the chairperson welcomed all the members and expressed his gratitude for their presence for the meeting and for their dedication.

2. Discussion on the last budget and expenditure

Fr Gerald Ravi presented the audit report of the college 2024-25 and found that the payments were made as per the approval of the finance committee.

3. Presentation of the Annual Budget (2025-26) for approval

Fr Gerald Ravi presented the proposed budget of the financial year 2025-26. The budget has included provisions for the additional expenses that might incur as autonomous. However, it was agreed that the rate at which the payment will be made would be that of last year. The treasurer sated that the parent society would be meeting the shortage of income towards the asset creation including infrastructure for time being.

- Proposed rate for Question paper setting ₹ 800/-
- Per Answer sheet evaluation ₹ 35 (Minimum ₹300)
- Project External: ₹ 25 P/S + ₹ 300 Qu.+ ₹ 24 TA
- Project Internal: ₹ 25 P/S +300 Question setting
- TA will be ₹12 p/k and ₹ 600 towards DA

4. Any other matter with the permission of the Chair

Having no other points for the discussion, the meeting was concluded at 4.00 pm.


Chairperson

Dr (Fr) E.A. Francis, SJ


Secretary

Fr Gerald Ravi D'Souza, SJ