

IMPLEMENTATION OF COSA AT THE GOVT. AIDED COLLEGES

Decisions taken in the meeting for "Implementation of COSA- at the Govt.-aided Colleges", held on 4th December, 2014 in the Conference Room, 5th floor, Bikash Bhavan, Saltlake, Kolkata-700091.


Vivek Kumar, IAS, Principal Secretary of the Higher Education Deptt chaired the meeting. Officers of the Higher Education Deptt. / Higher Education Directorate / Finance Deptt. and Vendors of COSA were present in the meeting. Attendance sheet of the members, who were present in the meeting, is enclosed.

At the outset, Pr. Secretary, Higher Education Department, extended thanks to all concerned for implementing COSA at 95% of the Govt. aided Colleges. He set a deadline for 100% implementation of COSA at all the Govt.-aided colleges from 1st January, 2015.

After a threadbare discussion on various points and to remove the difficulties being faced by college authorities, the following decisions were taken:-

- (i) All Forms including Form 7 / Form 8 will be generated through COSA software.
- (ii) 11 nos. of reports are to be generated through COSA;
- (iii) PTTS /CWTTs /Guest Teachers serving in colleges will come under COSA under the consolidated salary head;
- (iv) The D.D.O. code of BDO /SDO /DM will be used when they are acting as D.D.O. DPI shall explore the possibility whether D.R.E.O. may be assigned this responsibility of D.D.O. of the respective Region for Govt. aided colleges.
- (v) Facility of selection of UGC scale/State Govt. scale is available in COSA at the time of entry of master data for preparing Pay Bill by colleges;
- (vi) Special attention shall be given by the Pay Packet Cell of DPI while allowing UGC Scale. Extra care will be taken while making selection of scale of pay so that no mistake is committed, and DREOs will do random checking at colleges;
- (vii) In case of special posts and special pay scale, the Finance Deptt will be apprised of the information by the colleges through the H.E. Deptt for incorporation of such scale/Post in COSA;
- (viii) Deductions for P. Fund, I. Tax and P.Tax will be done by transfer;
- (ix) E-Pradan [e-payment]of IFMS will also be introduced in Govt. aided colleges;
- (x) Colleges under GTA will get payment through GTA authority;
- (xi) For any problem / difficulty, Vendors will contact respective Jt. DPI /Dy. DPI in charge of releasing pay packet.

The meeting was closed with vote of thanks to and from the Chair.


Vivek Kumar,
Principal Secretary,
Higher Education Deptt