डॉक्टर हरीसिंह गौर विश्वविद्यालय, सागर (म.प्र.)

(केन्द्रीय विश्वविद्यालय)

DOCTOR HARISINGH GOUR VISHWAVIDYALAYA, SAGAR (M.P.)
(A CENTRAL UNIVERSITY)

कार्यवृत्त

MINUTES

of the

वित्त समिति की तेरहवीं बैठक

13th MEETING OF THE FINANCE COMMITTEE

09 अक्टूबर, 2017

09th October, 2017

समय : दोपहर **12.00** बजे

TIME : 12.00 Noon

बैठक स्थान : ए.आई.यू., नई दिल्ली

डॉक्टर हरीसिंह गौर विश्वविद्यालय, सागर (म.प्र.)
(केन्द्रीय विश्वविद्यालय)
DOCTOR HARISINGH GOUR VISHWAVIDYALAYA, SAGAR (M.P.)
(A CENTRAL UNIVERSITY)
प्रशासनिक कार्यालय, सागर (म.प्र.) – 470 003
Administrative Office, Sagar, (M.P.) - 470 003
Phone : 07582-265826 - Fax : 264236, 264163

No.: Fin & AC /13th FC/2017 **Dated : 12-10-2017**

To,

Hon'ble Chairman and Members
Finance Committee
Dr. Harisingh Gour Vishwavidyalaya
Sagar (M.P.)

Sub: Minutes of the 13th Finance Committee meeting.

Sir,

Please find attached herewith the Minutes of the 13th Finance Committee held on 09th October, 2017 of the University.

Please communicate your approval through following e-mail.

Thaning you,

e-mail : glpuntambekar@yahoo.co.in
assistant1registrar@gmail.com

Yours faithfully,

12/10/17

I/c Finance Officer

Enclosure: As above.

Copy to :

1. All Concerned.
2. Secy. To Hon'ble Vice-Chancellor, Dr. H.S. Gour Vishwavidyalaya, Sagar (M.P.)
3. Dy. Registrar of the Registrar Office, Dr. H.S. Gour Vishwavidyalaya, Sagar (M.P.)
4. Incharge – Audit Section, Dr. H.S. Gour Vishwavidyalaya, Sagar (M.P.)
5. University Engineer (IWD) - Dr. H.S. Gour Vishwavidyalaya, Sagar (M.P.)

DOCTOR HARISINGH GOUR VISHWAVIDYALAYA, SAGAR (M.P.)

(A CENTRAL UNIVERSITY)

MINUTES OF THE 13th FINANCE COMMITTEE MEETING

Date:09thOctober,2017

Venue: AIU, New Delhi

Time:12.00Noon

The meeting of the 13th Finance Committee was held on 09thOctober, 2017 in AIU, New Delhi at 12.00Noon. Following members were present in the meeting:

1. Prof R. P. Tiwari, Vice – Chancellor & Chairman
2. Dr. J.K. Tripathi, Joint Secretary, (CU), UGC, New Delhi
3. Shri Vijay Kumar, Under Secretary (CU) MHRD, New Delhi
4. Shri Rama Shankar Singh, Finance Officer, BBA University, Lucknow (UP)
5. Shri A.K. Mishra, Sr. Deputy Registrar, (F&A) IIT, Kanpur (UP)
6. Prof. R.K. Trivedi, Dept of Applied Geology, Dr. H.S. Gour VV, Sagar, MP
7. Prof. G.L. Puntambekar, In-charge Finance Officer, Dr. H.S.Gour VV, Sagar and Secretary.

Leave of absence:

1. Shri A. Jena, Finance Officer, Indira Gandhi National Tribal University, Amarkantak.
2. Shri Fazal Mehmood, Dy. Secretary (Finance), MHRD, New Delhi (Representative of JS & FA, MHRD)
3. Prof. Nivedita Maitra, Registrar, Dr. H.S. Gour VV, Sagar, M. P.

The meeting of the 13th Finance Committee commenced with the welcome by Prof. R.P. Tiwari, Vice- Chancellor of the Vishwavidyalaya and Chairman of the Committee. The Chairman also expressed his heartiest thankfulness to all the *members for sparing their valuable time to attend the meeting in spite of their* busy schedule. The Chairman briefed the members about important developments and progress that have happened since the last meeting of the Finance Committee.

Thereafter, item-wise discussion on the agenda matter took place and the resolutions arrived at are as below:

Agenda Items:

FC:13:17:1: Confirmation of Minutes of 12th Meeting of the Finance Committee held on 13th June,2017 at AIU, New Delhi.

Resolution:

The minutes of the 12th Meeting of the Finance Committee were circulated to all the members after incorporating the suggestions of the members on the draft minutes. The minutes also was placed before the Committee and F.C. unanimously resolved to confirm the minutes.

FC:13:17:2: ITEMS FOR INFORMATION:

FC:13:17:2 (i):ACTION TAKEN REPORT on the minutes of the 12th Finance Committee held on 13-06-2017.

Resolution:

The action taken by the Vishwavidyalaya on the item-wise resolutions of the 12th Finance Committee was placed before the Committee. The Committee noted the action taken and expressed satisfaction on it.

FC:13:17:2 (ii): Status of Salary/Recurring Grant:

A total Rs.1108.70 Lakhs budget approved under Salary Head from UGC for FY-2017-18 and Rs.5225.27 Lakhs were released by the Commission under different heads as on date. The details of the expenditure are as under:

Heads			(Rs. In lakhs)
1.Opening Balance as on 1.4.2017			**207.01**
(ii) (+) Grant paid during the year 2017-18			5225.27
Sub – Total :-			**5225.27**
2.Internal Receipts (2017-18)			**550.00**
Grand Total -(1+2)			**5982.28**
Less Expenditure incurred during (2017-18) April 2017 to 30th Sept.2017			6315.05
	Allocation (In lakhs)	**Expenditure (In lakhs)**	
Salary (Teaching)	3900.35	1381.53	
Salary (Non-Teaching)	0.0	1607.84	
Medical Reimembursement		56.34	
L.T.C.		54.55	
Children Education Allowance		11.03	
Regular Pension and pensionary Benefits	891.17	1930.60	
Non-Salary (against UGC allocation)	315.00	1200.05	
Non-NET Fellowship for M.Phil/Ph.D.	118.75	73.11	
Internal Receipt (2016-17) of the University under Non-Salary	0.00	0.0	
Total :-	**5225.27**	**6315.05**	**6315.05**
Balance available as on 01-10-2017.			**332.77**

Resolution:

The Committee noted the information regarding status of salary/recurring grant and expressed satisfaction on the utilization of allocated grant.

FC:13:17:2 (iii): Grant approved under Capital Asset Head

A total Rs. 5081.23 lakhs have been allocated under capital assets head for completion of ongoing building projects started during XII Plan out of which Rs. 3000.00 lakhs have been allocated for the FY -2017-18. Apart from this Rs. 3600.00 lakhs have been allocated for two new building projects, campus developments, books and journals and equipments. Out of this allocated grant, Rs.1500.00 lakhs have been recommended for the FY 2017-18. Proposal for new and incomplete building projects have been prepared and approved by the Building Committee in its meeting dated 23-09-2017.

Resolution:

The Committee noted the information regarding grant approved under Capital Asset Head. The Committee also suggested that necessary steps should be taken to utilize the allocated grant within stipulated period.

FC:13:17:2 (iv): Reply of the Pending Audit Para to CAG

The University prepared and sent reply to pending Audit Para to CAG with relevant justification and documents. Some pending para are related to the time when the University was a State University. The Para -wise reply is annexed for information.

Resolution:

The Committee noted the information regarding pending audit para and the reply of the University and suggested that efforts should be made to drop the pending audit para in consultation with CAG officials as early as possible.

FC:13:17:2 (v): Draft SAR on Annual Accounts for Financial Year 2016-2017

After approval of Annual Accounts for FY- 2016-17 by FC and EC, the Annual Accounts was submitted to CAG, Gwalior (M.P.) for Audit and the CAG team visited the University during 07-08-2017 to 17-08-2017 and conducted the audit on the annual accounts. The Draft SAR received from CAG on 6.10.2017 was placed before the Committee.

Resolution:

The Committee discussed at length on Draft SAR and resolved that all the points related to the presentation of different items in annual accounts and other necessary corrections in Annual Accounts should be incorporated in current Financial Year. The Committee also resolved to improve the Internal Control System without further delay.

Issue of existing Internal Audit System may also be resolved in consultation with the CAG officials as the Internal Audit Cell of the Vishwavidyalaya has submitted a detailed report for Financial Year 2016-17 and the same was provided to the CAG Team.

FC:13:17:3: ITEMS FOR RATIFICATION :

FC:13:17:3(i): Transport Allowance paid to the In-charge Finance Officer.

As per the revised Ordinance-4, the Finance Officer shall be entitled to the facility of staff car between the office and his/her residence. As per the Government rule of transport allowance, the officer drawing Grade Pay of Rs.10000/- and those of the HAG scale, who are entitled to use official car in terms of O.M. No. 20(5)-EII (A)/93 dated 28-1-1994 shall be given the option to avail themselves of the existing facility or to draw the Transport Allowance at the rate of Rs. 7,000/-p.m. plus dearness allowance thereon. As per the said norms, the University sanctioned the Transport Allowance to In-charge Finance Officer, Prof. G.L.Puntambekar from his date of joining as Finance Officer.

Resolution:

After detailed deliberation, the Committee resolved that the payment of Transport Allowance should be governed by the Government of India norms.

Note: In charge Finance Officer left the meeting during the discussion and resolution on this agenda matter.

FC:13:17:4: ITEMS FOR CONSIDERATION:

FC:13:17:4 (i): Minutes of the Building Committee (BC) meeting held on 23rd September 2017:

The 14th Building Committee meeting was held on 23.09.2017 at Committee Hall of the University. In this meeting progress of the ongoing building projects were discussed. The BC informed about the grant approved by the UGC under Capital Asset Head. The estimate for new building proposals were discussed in the meeting and it was decided to submit it to CPWD for preparing detailed plan with drawing. The minutes of the meeting and the estimates of new building projects are annexed.

Resolution:

The Committee discussed on the resolutions of the 14th Meeting of the BC and resolved to approve the minutes of the BC. The resolutions of the FC on the following minutes of BC on the new building projects are as under:

1. **To consider the estimate of Rs 74.59 lakhs for construction of Boundary Wall (grill pattern) from Press Building to Microbiology and Forensic Science to Zoology Departments.**

Building Committee in its 14th meeting held on 23.9.2017 unanimously resolved to approve the estimate of Rs 74.59 lakhs along with Abstract of Cost and Rate Conformity Certificate for the proposed work. Building Committee also resolved that the proposed work may be executed by CPWD through a new MOU to be signed with the University. The expenditure on this is to be booked under Campus Development Grant from UGC for the financial year 2017-18.

Resolution:

The Committee discussed in detail on the matter and felt that it is an essential requirement to cover and safeguard the property of the departments and should be completed on priority basis. The Committee also discussed on the cost estimate prepared by the University and resolved to approve for further process with the condition that prior approval of the UGC should be obtained for booking the expenditure under the Campus Development Grant approved by the UGC.

2. **To consider the estimate of Rs 74.20 lakhs for the construction of Type II Residential Quarters in the Gour Bhawan Premises.**

Building Committee in its 14th meeting held on 23.9.2017 unanimously resolved to approve the estimate of Rs 74.20 lakhs along with Abstract of Cost and Rate Conformity Certificate for the proposed work. Building Committee also resolved that the proposed work may be executed by CPWD through a new MOU to be signed with the University. The expenditure of this project will be met from the internal savings of the University for the financial year 2017-18.

Resolution:

The Committee discussed on the proposal and after considering the justification regarding immediate requirement of staff quarters, resolved to approve the proposal subject to the condition that the expenditure on the project shall be borne from the old saving of the University.

3. To consider the estimate of Rs. 52.50 lakhs for the construction of chain link fencing around the existing first boys hostel (Tagore Hostel)

Building Committee in its 14^{th} meeting held on 23.9.2017 unanimously resolved to approve the estimate of Rs 52.50 lakhs along with Abstract of Cost and Rate Conformity Certificate for the proposed work. Building Committee also resolved that the proposed work may be executed by CPWD through a new MOU to be signed with the University. The expenditure on project shall be booked under Campus Development Grant from UGC for the financial year 2017-18.

Resolution:

The Committee discussed in detail on the matter and felt that it is an essential requirement to cover and safeguard the property of the departments and should be completed on priority basis. The Committee also discussed on the cost estimate prepared by the University and resolved to approve for further process with the condition that the prior approval of the UGC should be obtained for booking the expenditure under the Campus Development Grant approved by the UGC.

4. To consider the estimate of Rs 228.00 lakhs for Teaching Learning Centre(TLC) for Department of Adult Education.

Building Committee in its 14^{th} meeting held on 23.9.2017 unanimouslyresolved to approve the estimate of Rs 228.00 lakhs along with Abstract of Cost and Rate Conformity Certificate for the proposed work. Building Committee also resolved that the proposed work may be executed by CPWD through a new MOU to be signed with the University. The expenditure on this is to be met out of the grant released by MRHD, GoI under PMMMNMTT Scheme.

7. **To consider the estimate of Rs 1275.00 lakhs for the construction of New building for Urdu, Yoga and Adult Education (G+2).**

Building Committee in its 14th meeting held on 23.9.2017 unanimously resolved to approve the estimate of Rs 1275.00 lakhs along with Abstract of Cost and Rate Conformity Certificate for the proposed work. Building Committee also resolved that the proposed work may be executed by CPWD through a new MOU to be signed with the University. The expenditure on this is to be booked under Capital Asset Grant from UGC for the financial year 2017-18.

Resolution:

The Committee discussed on the matter along with the abstract of the cost and rate conformity certificate presented by the University in respect of **Building for Urdu, Yoga and Adult Education (G+2)** and resolved to approve this with the condition that the cost should not exceed the grant approved by UGC for this project.

8. **To consider the estimate of Rs 555.80 lakhs for the construction of OBC Girls Hostel (96 Seater).**

Building Committee in its 14th meeting held on 23.9.2017 unanimously resolved to approve the estimate of Rs 555.80 lakhs along with Abstract of Cost and Rate Conformity Certificate for the proposed work. Building Committee also resolved that the proposed work may be executed by CPWD through a new MoU to be signed with the University. Rs. 2.39 crores is to be met from the amount sanctioned by Ministry of Social Justice & Empowerment, GoI and remaining amount is to be booked under Capital Asset Grant from UGC for the financial year 2017-18.

Resolution:

The Committee discussed on matter along with the abstract of the cost and rate conformity certificate presented by the University in respect of the 96 seater OBC Girls Hostel and resolved to approve the project with the condition that that the work should be executed within the amount allocated by the UGC and Ministry of Social Justice and Empowerment.

Resolution:

The Committee discussed on the matter and resolved to approve the project with the condition that the building project should be completed within the grant approved under the scheme.

5. To consider the estimate of Rs. 121.92 lakhs for construction at 1st Floor of PRC-cum-Education Department Building

Building Committee in its 14th meeting held on 23.9.2017 unanimously resolved to approve the estimate of Rs 121.92 lakhs along with Abstract of Cost and Rate Conformity Certificate for the proposed work. Building Committee also resolved that the proposed work may be executed by CPWD through a new MOU to be signed with the University. The expenditure on this is to be met out of the grant released by MRHD, GoI under PMMMNMTT Scheme.

Resolution:

The Committee discussed on the matter and resolved to approve that the building projects with the condition that should be completed within the grant approved by the UGC for this building project.

6. To consider the estimate of Rs 1961.00 lakhs for the construction of Lecture Hall Complex for Humanities and Social Science Departments (G+2).

Building Committee in its 14th meeting held on 23.9.2017 unanimously resolved to approve the estimate of Rs 1961.00 lakhs along with Abstract of Cost and Rate Conformity Certificate for the proposed work. Building Committee also resolved that the proposed work may be executed by CPWD through a new MoU to be signed with the University. The expenditure on this is to be booked under Capital Asset Grant from UGC for the financial year 2017-18.

Resolution:

The Committee discussed on the matter along with abstract of the cost and conformity certificate in respect of **Lecture Hall Complex for Humanities and Social Science Departments (G+2),** presented by the University and resolved to approve the project with the condition that the cost should not be exceed the grant approved by the UGC for this project.

9. **To consider the estimate of Rs 1929.00 lakhs for the balance work of Sophisticated Instruments and Nanotechnology Centre Building.**

Building Committee in its 14th meeting held on 23.9.2017 unanimously resolved to approve the estimate of Rs 1929.00 lakhs along with Abstract of Cost and Rate Conformity Certificate for the proposed work. Building Committee also resolved that the proposed work may be executed by CPWD through a new MOU to be signed with the University. The expenditure on this is to be booked under Capital Asset Grant from UGC for the financial year 2017-18.

10. **To consider the estimate of Rs 1941.09 Lakhs for the remaining work of Boys' Hostel (for remaining 3 blocks).**

Building Committee in its 14th meeting held on 23.9.2017 unanimously resolved to approve the estimate of Rs 52.50 lakhs along with Abstract of Cost and Rate Conformity Certificate for the proposed work. Building Committee also resolved that the proposed work may be executed by CPWD through a new MOU to be signed with the University. The expenditure on this is to be booked under Capital Asset Grant from UGC for the financial year 2017-18.

<u>Resolutions in respect of 9 and 10:</u>

The Committee discussed on matter along with the abstract of the cost and rate conformity certificate presented by the University in respect of balance work of Sophisticated Instrumentation Lab and Boys' Hostel (remaining three blocks) projects and resolved to approve the projects with the condition that the work should be executed within the amount allocated by the UGC for these two projects.

Further, the Committee discussed on the progress and various constraints in the completion of these two incomplete building projects executed by HSCL out of 11th Plan grants and noted that there have been inordinate delay on the part of HSCL not only for completion of the projects under consideration but also in respect of all other projects executed by this agency resulting into cost escalation and under utilization of the grants. In this background, the university is apprehensive about the utilization of the new grants if the balance work is awarded to HSCL. After considering all these aspects, the Committee resolved to constitute a Committee with at least two external members for resolving the issue and to suggest measure for completion of projects within stipulated time. The terms of reference of the Committee will be as follows:

1. Assessment of current status and quality of the projects.
2. Suggest possible remedial measures for completion of the work keeping in view the legal aspects.

FC:13:17:4 (ii): Progress of the Building Projects.

As per the UGC letter F.No. 1-1/2012 (CU) dated 25 August, 2015 separate Agenda Item on progress of Building Projects in the prescribed format of the UGC is required to be placed before each meeting of the Finance Committee for discussion. In compliance to the said letter, the progress of the building projects is annexed.

Resolution:

The Committee discussed on the progress of various building projects and resolved that the incomplete building projects should be completed within the stipulated time period mentioned in the progress report. In case of projects under HSCL, the delay in works attracts penalty as per MoU and was already communicated to HSCL. It is further resolved that all the payment after the deadline would be made only after deducting the penalty.

FC:13:17:4 (iii): Honorarium to Law Officer for discharging the duties as Presenting Officer in various Inquiry Committees.

As per the O.M. No. 142/15/2010-AVD-I, dated 31st July, 2012 of Ministry of Personnel, Public Grievances and Pensions (Department of Personnel and Training) the rate of honorarium and other allowances payable to Inquiry Officer and Presenting Officer and terms and conditions of grant of honorarium has been revised and as per the said O.M. The P.O. (Serving-Pt. time) is entitled to get honorarium ranged Rs.5000/- to Rs.10000/-. Shri Brij Bhushan Singh is the Law Officer (Permanent) in the University and appointed Presenting Officer in inquiries on the recommendations of the CBI reports. Shri Brij Bhushan Singh has claimed Rs.10000/- as honorarium for each of the inquiry in which he has been appointed as P.O. whereas university as present has no approved rates for payment of such honorarium.

Resolution:

The Committee discussed the matter and resolved that the claim of honorarium will be applicable only in case of inquiries conducted as per CCS Rules. As for as the rate of Honorarium is concerned, the FC authorized the Vice Chancellor to decide the rate of honorarium on case to case basis within the limit prescribed in the O.M. No. 142/15/2010-AVD-I, dated 31st July, 2012 The Committee further resolved that no honorarium shall be applicable in case of internal inquiry/fact finding committees.

FC:13:17:4 (iv): Audit Fee due to Local Fund Audit, Bhopal.

Prior to 15.01.2009 the University was a State university and at that time Directorate of Local Fund Audit, Government of Madhya Pradesh deputed a Local Audit Team in the University and audit fee was chargeable as per state government norms. As per D.O. Letter No. LFA/2811 dated 27.09.2017 from Directorate of Local Fund Audit, Bhopal Audit Fee is due upto 2008-2009 i.e. Rs.1,65,43,099/-.

Resolution:

The Committee discussed the matter in detail and observed that the audit fee pertains to the period prior to 2008-09 i.e. during the period of state university and the details of audit fee due is also not provided by the Local Fund Audit, Govt. of M.P. Therefore, the committee resolved that the University should re-examine the matter after obtaining relevant details from the State Government like year-wise break up of fee and the rate of fee along with relevant orders and other supporting documents. It was further resolved that after obtaining all relevant details from the State Government, the University should send the proposal to MHRD/UGC for sanction of required fund for payment as the Central Government has taken over all the liabilities of the State Govt. at the time of its up-gradation.

FC:13:17:5: ***ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIR***

The meeting ended with a vote of thanks from and to the Chair.

12/10/17

I/C Finance Officer