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

(केन्द्रीय विश्वविद्यालय)

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

(A CENTRAL UNIVERSITY)

कार्यवृत

MINUTES

Of the

वित समिति की नौंवी बैठक

9TH MEETING OF THE FINANCE COMMITTEE

5 मार्च, 2016

5TH MARCH 2016

समय : 11.30 बजे सुबह

TIME : 11.30 AM

बैठक स्थान : समिति कक्ष, प्रशासनिक भवन

Venue : Committee Room, Administrative Building

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

(A CENTRAL UNIVERSITY)

Agenda

of the

9th FINANCE COMMITTEE MEETING

5th March, 2016

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FC:9:16:2 (ii)	Non-Plan Grant Received as per Budget Estimate for the FY 2015-16 and Utilization Certificate thereon.	Details are with the agenda
FC:9:16:2 (iii)	Financial Status of Grant-in-Aid under XII Plan in 2015-16 and its Utilization Certificate thereon.	Details are with the agenda
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FC:9:16:SA:2	Estimate of Rs. 3.77 Crore for the construction of remaining work of P.R.C. Building as well as proposed construction of Department of Education. **(Annexure-SA-3)**	
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FC:9:16:SA:7	Extension of FBLIC benefits to Daily Wages/ Muster Roll/ Temporary Employees. **(Annexure-SA-7)**	
FC:9:16:SA:8	Additional demand of Rs. 1.09 crore by MPSIF (Security Force of the University) and advance of Rs. 4.67 crore for FY 2016-17. **(Annexure-SA-8)**	

The following members were present in the 9th meeting of the Finance Committee held on 5th March, 2016 at 11:30 AM in the Committee Room of Administrative Building, Doctor Harisingh Gour Vishwavidyalaya, Sagar(M.P.)

1.	Prof. R.P.Tiwari, Vice-Chancellor Dr.H.S.Gour Vishwavidyalaya,Sagar	Chairman (Ex-officio)
2.	Shri D.R.K.Rao, Dy. Secretary(CU) Dept. Of Higher Education, Ministry of HRD, New Delhi	Member
3.	CMA. A. Jena, Finance Officer Indira Gandhi National Tribal University, Amarkantak(M.P.)	Member
4.	Shri A.K.Mishra, Dy.Registrar(F&A) I.I.T., Kanpur	Member
5.	Prof.R.K.Trivedi, Dr.H.S.Gour Vishwavidyalaya,Sagar	Member
6.	Prof. G.L.Puntambekar I/c Finance Officer Dr.H.S.Gour Vishwavidyalaya,Sagar	Secretary(Ex-officio)
7.	Prof. J.D.Ahi I/c Registrar Dr.H.S.Gour Vishwavidyalaya,Sagar	Special Invitee

Following members expressed their inability to attend the meeting :

1. Joint Secretary & Financial Advisor, MHRD, Shastri Bhawan, New Delhi.
2. Joint Secretary (CU & L), University Grants Commission, New Delhi.
3. Shri Puran Meshram, Finance Officer, RTM Nagpur University, Nagpur.

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

Minutes

of the

9th FINANCE COMMITTEE MEETING

5th March, 2016 at 11:30 AM

Venue : Dr. H. S. Gour Vishwavidyalaya, Sagar (M.P.)

At the outset, the Vice –Chancellor welcomed all the members of the Finance Committee including two new members i.e. Prof. R.K. Trivedi, Professor of Applied Geology (EC nominee) and CMA. A. Jena, Finance Officer, Indira Gandhi National Tribal University, Amarkantak, M.P.(Court Nominee). The Vice-Chancellor informed about the important financial and academic developments and achievements to the committee since the last meeting of the FC. He also placed agenda-wise comment received from JS& FA, MHRD (members, who was unable to be present in the meeting) before the FC. These comments were taken in to consideration while deliberating on the listed agenda.

The committee appreciated the timely submission of Audited Annual Accounts for 2014-15 to the MHRD for placing it in both the Houses of the Parliament.

The MHRD representative stated that the University must strictly follow the rules and regulation of the Government of India and amendments/ modifications issued there on from time to time especially the General Financial Rules, 2005, the provision of the University's Act/ Statutes/ Regulations and amendments thereto. It is the sole responsibility of the University and its officials/ faculty to ensure compliance to the above mentioned rules of Gove. of India.

Agenda Items

FC:9:16:1: Confirmation of the Minutes of the 8th Meeting of the Finance Committee held on 19th June,2015.

Resolution : The committee unanimously resolved to approve the minutes of the 8th Finance Committee meeting held on 19th June,2015

FC:9:16:2: ITEMS FOR INFORMATION:

FC:9:16:2(i): Action taken Report on the resolution of the 8th Meeting of Finance Committee held on 19. 06.2015

Resolution : The Committee discussed on the Action Taken Report of the 8th Finance Committee Resolutions, held on 19-06-2015 at length and expressed satisfaction on the action taken by the University. As regard the Agenda Item No. FC:8:15:4(viii), the committee suggested that a fresh plan for water supply should be prepared as Nagar Nigam ,Sagar did not agree to the earlier proposal. Rain Water Harvesting mechanism may be considered in new plan.

FC:9:16:2 (ii): Non-Plan Grant received as per the Budget Estimate for the 2015-16 and Utilization Certificate thereon:

Resolution : The Finance Committee noted the information regarding Non –Plan Grant received as per the Budget Estimate for FY - 2015-16 and the Utilization Certificate, submitted by the University to UGC and accepted the same.

FC:9:16:2 (iii): Financial Status of Grant-in-Aid received under Plan in 2015-16 and its UC thereon:

Resolution : The Finance Committee noted the information regarding XII Plan Grant received for FY -2015-16 and the Utilization Certificate, submitted by the University to UGC and accepted the same. The committee suggested to keep constant watch on the utilization of the Plan Grant within stipulated time i.e. FY 2016-17.

FC:9:16:2 (iv): Budget Estimate for FY 2016-17:

Resolution : The Finance Committee noted the information regarding the Budget Estimate i.e. Rs. 16510 lakh for FY -2016-17 submitted by the University to UGC and accepted the same.

FC:916:2(v) : **Approval of additional grant under XII Plan**

Resolution : The Finance Committee noted the information regarding the approval of additional Plan Grant of Rs. 250 lakh and suggested to make sincere efforts to get approval of earlier proposal sent to the UGC for additional grant under XII Plan.

FC:9:16:2(vii) : **Refund of XI Plan unspent Grant to UGC and demand for additional Grant under XII Plan for incomplete building projects of XI Plan:**

Resolution: The Committee noted the information regarding refund of unspent XI Plan Grant under building component along with the interest as demanded by the UGC. Further, the FC was informed that the University has submitted an proposal for additional grant under XII Plan for completion of incomplete building projects of XI Plan. The Committee also suggested to take due precaution for timely utilization of Plan Grant to avoid hardship in future.

FC:9:15:3 : **ITEMS FOR RATIFICATION**

FC:9:15:3 (i): **Separate Audit Report (SAR) for FY 2014-15 received from CAG Gwalior (M.P.):**

Resolution : It was informed to the committee that due to delay in receipt of the SAR from CAG, Gwalior, the Audited Annual Accounts was submitted to the MHRD for placing it to the both Houses of the Parliaments after the approval of University Court on 01-12-2015. This was necessitated due to the fact that the University received SAR on 30-11-2015 and there was no time to place it in the FC and EC. It was also informed to the FC that the EC has already ratified this action of the University.

The committee discussed in detailed on the audit para and satisfied with the response of the University. The FC ratified the action.

FC:9:16:3 (ii): **Dematerialization of the Investments in financial instruments i.e. Shares/Bonds and other securities of Gour Estate.**

Resolution : The committee discussed on the progress of the works and appreciated the efforts made by the University for dematerialization of the scripts of the various securities of Gour Estate and ratified the same.

FC:9:16:4: **ITEMS FOR CONSIDERATION:**

FC:9:16:4(i): a. **Honorarium to teachers/officers holding additional administrative responsibilities and reimbursement of Phone/ Mobile bills of teachers and administrative officers**

Resolution : (a) This agenda was referred back from 8th Finance Committee meeting with the note that it may be placed in the next FC meeting with the precedence, if any, in other Central Universities regarding payment of honorarium in the similar condition. It is brought to the notice to the FC that BHU, (a Central University) is also paying honorarium to the teachers holding additional administrative responsibilities.

There was threadbare discussion on this matter and after considering all the aspects associated to it, the FC unanimously resolved that honorarium as proposed by the University may be paid provided that the expenditure incurred will be booked under the internal receipt head of the University.

(b) As regard the reimbursement of phone/ mobile bills, the committee resolved to approved the proposal subject to the ceiling of 25 percent of the officers/ employees below the rank of the Deputy Registrar as per the circular of the Ministry of Expenditure, Government of India.

FC:9:16:4(ii): **Draft Purchase Manual prepared by the University:**

Resolution : The committee discussed on the contents of the Draft Purchase Manual, prepared by the Finance Department of the University at length and resolved to approve it with the condition to incorporate the following suggestion:

1. Contents and List of Abbreviation should be incorporated;
2. CVC Guidelines regarding Government procurement, negotiations with L-1, mobilization advance, advance payment to Government and private suppliers should be incorporated.
3. EMD and Security Deposit for various purchases should be incorporated;
4. Time limit for Repeat Orders should be 180 days instead 120 days and it should be restricted up to Rs. 500000/- with 10% price variation;
5. Composition of Purchase Committee at different level should be incorporated;
6. Instructions of MHRD regarding procurement of Goods and Services should be annexed with the Purchase Manual;
7. Notifications of MHRD/ CVC/UGC/ Government of India regarding procurement of Goods and Services should be incorporated and same placed for information before FC.
8. Any contradiction arises regarding any of the content of the Purchase Manual with GFR, 2005, the provisions of the GFR,2005 will prevail.

The committee unanimously resolved that the Draft Purchase Manual after incorporating the above mentioned suggestions may be placed before EC for approval.

FC:9:16:4(iii): **Request of Employees for one increment after implementation of 6th Pay Commission as regard the uniform date of increment in July.**

Resolution : The committee deliberated on the issue at length and in view of the GoI and UGC notifications on the issue, It was resolved unanimously that, it is long due claim of the employees and therefore, benefit of one increment to the entitled employees may be granted from 15-01-2009 and for this, notional fixation from 01-01-2006 may be allowed. It is pertinent to mention here that Guru Ghasidas University, Bilaspur has already implemented this notification and has given benefits to its employees

FC: 9: 16:4(iv): **Medical Allowance to the Pensioners retired after 15.01.2009:**

Resolution : The committee resolved that as the liability of all the pensioners has been taken up by MHRD from 15-01-2009 and therefore, all Central Government pension rules are applicable from the date of conversion i.e.15-01-2009. Therefore, the FC resolved that the benefits of Fixed Medical Allowance may be granted to the pensioners of the University retired after 15-01-2009.

FC:9:16:4 (v): **Request of Pensioners retired prior to conversion in to Central University**

Resolution : The FC discussed on the demands of the pensioners retired before 15-01-2009 at length and resolved that as the letter of the UGC regarding transfer of liability clearly says that all the pensioners retired prior to the 15-01-2009 will be governed by the State Government rules and therefore, the University is constraints not to accept the demands of the pensioner retired prior to 15-01-2009. However, the FC resolved to seek opinion from UGC on the matter so the matter can be settled finally.

FC:9:16:4(vi) : **Request for arrears by the Contract Teachers working before appointment of new faculty in the University:**

Resolution : The Committee discussed on the issue and examined the facts related to the demand and it is unanimously resolved that the claim is not acceptable as the conditions of the order has not been fulfilled. Further, the committee has no sufficient grounds to revert the date of earlier sanction granted by the then Vice- Chancellor. The FC also resolved that the matter may be referred to the UGC for opinion.

FC:9:16:4(vii): **Request for fixed Medical Allowance instead of Reimbursement of Medical Bill by the employees and Teachers**

Resolution : The committee discussed and resolved that Fixed Medical allowance is not justified as it is payable only when the place of employment is situated in remote areas where the medical facilities are not sufficient. However, the Committee resolved that a committee may be constituted with an external member to find out the possibilities to apply CGHS rates for reimbursement of medical bills in the University

FC:9:16:4 (viii):	**EPF deduction of temporary staff:**
Resolution :	The committee deliberated on the issue and resolved that legal/expert opinion is to be sought to resolve the problem and also find out the possibility of other options of providing social security to the temporary staff.
FC:9:16:4 (ix) :	**Existing system of Provident Fund in the University:**
Resolution :	The committee was informed about the existing system of Provident Fund System in the University and the Audit Observation of the CAG. The committee resolved that a committee may be constituted with an external member to suggest an alternative mechanism of PF, if feasible.
FC:9:16: 4 (x):	**Recovery of excess payment to Late Prof. R.S. Kasana on account of interest @ 12% instead of prevailing rates of interest on PF notified by the Government**
Resolution :	The committee approved the recovery proposal of excess payment made to Late Prof. R.S.Kasana and allowed to pay the balance of PF after recovery of excess payment to the nominees of Prof. Kasana.
FC:9:16:4 (xi):	**Allocation of funds to Prof. W.D.West Chair:**
Resolution :	The committee resolved to approve the allocation of funds to Prof. W.D.West Chair provided that the expenditure will be met out from internal receipts of the University.

FC:9:16:4 (xii):	**Payment of arrears to the pensioners with regard to Special Increment i.e. Golden Jubilee Year of the University:**
Resolution :	The Committee deliberated on the issue and resolved to approve the pension fixation of the employees who retired after 15-01-2009 as per the UGC/ MHRD circular regarding pension fixation and transfer of liability after up-gradation as Central University.
FC:9:16:4(xiii):	**Pay Scale to Lab Technicians as per the Gazette of Government of India and 6TH Pay Commission recommendations:**
Resolution:	The UGC circular was placed before FC on the matter and the committee resolved that the case shall be referred to the UGC for consideration and also to expedite the process of Rationalization so that such issue can be resolved at an early date.
FC:9:16:4(xiv):	**Issue of chargeable rent from Post Office and SBI operating in the University campus:**
Resolution:	The committee informed about the facts i.e. providing free services by SBI on University transactions and absence of Rent clause in the agreement with SBI and Post Office. The FC also informed the response received from Post Office regarding the demand of payment of rent from retrospective date.
	The committee resolved to agree with the view that charging the rent from retrospective dates for these essential public services without proper agreement is not justified, however, in view of audit para, process for a fresh agreement may be initiated for a agreeable **solution.** The committee authorized the Vie-Chancellor to take appropriate decision in this regard.

FC:9:16:4(x): **Service Tax Liability arises due to imposition of Service Tax on infrastructure work by the Central Government:**

Resolution: The committee resolved to approve the expenditure as it is a part of MoU and hence, is an unavoidable expenditure.

FC:9:15:5: **ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIR**

NIL

ITEMS FOR SUPPLEMENTARY AGENDA

FC:9:16:SA:1: **Transfer of Pensionaery benefits of teachers/Vice Chancellor to the parent/other Universities who are on lien or joined other Universities after resigning from this University.**

Resolution: The committee resolved that pensionery benefits to the teachers and the Vice- Chancellor may be transferred as per the pension rules of the Central Government.

FC:9:16:SA:2: **Estimate of Rs. 3.77 Crore for the construction of remaining work of P.R.C. Building as well as proposed construction of Department of Education.**

Resolution: The committee resolved to approve the expenditure of the proposed construction subject to the use of internal resources of the University for the Proposed Construction.

FC:9:16:SA:3: **Allocation of Funds for University Management System.**

Resolution: The committee approved the allocation of the fund as it is essentional for better and effective management of the University administration

FC:9:16:SA:4:	**Allocation of Funds for Different Developmental Activities including Smart Class rooms.**
Resolution:	The committee resolved to approve the allocation of funds from internal resources for different developmental activities including Smart Class Rooms as proposed by the University.
FC:9:16:SA:5:	**Granting Rs. 4600/- Grade Pay to Superintendent and Assistants.**
Resolution:	The UGC letter and Gazette of Govt. of India was placed before FC on the matter and the committee resolved that the case shall be referred to the UGC for consideration and also to expedite the process of Rationalization with the view to resolve the issue at an early date.
FC:9:16:SA:6:	**Expenditures on refreshment in the Office.**
Resolution:	The committee resolved that such expenditure should be recorded under the budget head i.e. Meeting/ Hospitility Expenditure but economy in such expenditure must be ensured.
FC:9:16:SA:7:	**Extension of FBLIC benefits to Daily Wages/Muster Roll/Temporary Employees.**
Resolution:	The committee after due discussion on the matter, resolved not to accept the demand of the employees due to the clear provision of the FBLIC framed by the EC. The committee further resolved that the University may find out alternatives for granting social security to the daily wagers and temporary employees.

FC:9:16:SA:8: **Additional demand of Rs.1.09 crore by MPSISF (Security Force of the University and advance of Rs. 4.67 crore for FY 2016-17.**

Resolution: The committee discussed on the issue and approved the demand of Rs. 1.09 crore raised by MPSISF as it is the liability under MoU but the committee suggested to review the demand and MoU of Rs. 4.67 Crore for FY-2016-17. However, the committee further resolved that the University administration should review the expenditure on security submitted by MPSISF for FY-2016-17.

31/3/16

I/c Finance Officer &
Secretary, Finance Committee

Enclosed :

1. Copy of the Comment received from JS, MHRD
2. Copy of the Comment received from Shri Fazal Mehmood, Deputy Secretary (Finance), MHRD

Copy to :

1. **Chairman, Finance Committee**
2. **All members of the Finance Committee**