


**Minutes of the 54<sup>th</sup> Meeting of the Finance Committee of  
Assam University held on 18<sup>th</sup> May 2019 at 3.30 PM  
at Guwahati**

The following were present:

1. Prof. Dilip Chandra Nath - Chairman  
Vice-Chancellor, Assam University
2. Prof. Sivasish Biswas - Member  
Pro Vice-Chancellor, Assam University, Diphu Campus
3. Mr. S.K. Ghildiyal, Director (CU-I/II), MHRD - Member  
[Nominee of JS (CU), MHRD, GoI (Visitor's Nominee)]
4. Dr. Bijoy Kr. Mohapatra, Former Registrar, - Member  
Shri Lal Bahadur Shastri Rashtriya Sanskrit Vidyapeeth  
(EC Nominee)
5. Mr. Bishnu Chakraborty - Member  
Finance Officer, K.K. Handique State Open University,  
Guwahati (EC Nominee)
6. Prof. Sanjib Das - Member  
Professor, Dept. Pharmaceutical Sciences, AUS  
(EC Nominee)
7. Dr. Sanjib Bhattacharjee - Permanent Invitee  
Registrar, Assam University
8. CMA Dr. B. B. Mishra - Ex-officio Secretary  
Finance Officer, Assam University

JS & FA, MHRD, GoI (Visitor's Nominee) and JS (CU), UGC (Visitor's Nominee) could not attend the meeting due to their other engagements and were granted leave of absence.

The comments received from the Under Secretary to the Govt. of India, IFD, Dept. of Higher Education, MHRD with the approval of JS & FA, MHRD, GoI vide letter No. 9-9/2017-IFD, dated 9<sup>th</sup> May 2019; the comments of JS (CU), MHRD, Dept. of Higher Education, GoI on the agenda items received from Under Secretary (CU-I), MHRD vide his e-mail dated 10<sup>th</sup> May 2019; and the comments of the Joint Secretary (CU), UGC received from the Under Secretary, UGC vide

  
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letter No. F. 56-8/2013 (CU), dated 14<sup>th</sup> May 2019 were placed by the Finance Officer & Secretary, Finance Committee, Assam University before the Finance Committee and the members noted the comments & put on record.

The Vice-Chancellor assured that the observations of the Ministry and UGC will be strictly followed by the University in true letter and spirit.

**Item No. FC: 54/01: Welcome and Opening Remarks by the Vice-Chancellor, Assam University.**

Prof. Dilip Chandra Nath, Vice-Chancellor, Assam University and Chairman, Finance Committee welcomed all the members for attending the meeting with special thanks to the external members for attending the meeting in the North-Eastern state of Assam in spite of their busy schedule. The Chairman in his opening remarks sought guidance and support from all the members for all round development and growth of the University. The Chairman requested the Secretary, Finance Committee to initiate the proceedings as per the agenda items.

**Item No. FC: 54/02: Confirmation of the Minutes of the 53<sup>rd</sup> meeting of the Finance Committee of the University held on February 21, 2019.**

The copy of the Minutes of the 53<sup>rd</sup> meeting of the Finance Committee of the University held on February 21, 2019 placed as an Annexure to the agenda in the meeting was circulated to all the members vide letter No. AUF/686/FC-53/2018-19/3569, dated 27<sup>th</sup> February 2019.

University has not received any adverse comments from any of the members. The Minutes may kindly be confirmed.

**Resolution:** Subject to strict compliance of the relevant statutory provisions of the University and also strict compliance of the related Govt. of India instructions and guidelines including those issued by the Central Vigilance Commission, the minutes of the 53<sup>rd</sup> meeting of the Finance Committee of the University held on February 21, 2019 were confirmed.

  
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**Item No. FC: 54/03: Action Taken Report of the 53<sup>rd</sup> Meeting of the Finance Committee of the University held on February 21, 2019.**

Action Taken Report on the 53<sup>rd</sup> Meeting of the Finance Committee of the University held on February 21, 2019 was placed as an Annexure to the agenda in the meeting for information and necessary review.

**Resolution:** Action Taken Report on the 53<sup>rd</sup> Meeting of the Finance Committee of the University held on February 21, 2019 were perused and noted by the members of the Finance Committee subject to strict compliance of the relevant statutory provisions of the University and also strict compliance of the related Govt. of India instructions and guidelines including those issued by the Central Vigilance Commission.

**Item No. FC: 54/04: Recommendation for approval of the Minutes of the 97<sup>th</sup> meeting of the Building Committee of Assam University held on 30<sup>th</sup> April, 2019.**

The recommendations of the Building Committee of Assam University in its 97<sup>th</sup> meeting held on 30<sup>th</sup> April, 2019 were placed as an Annexure to the agenda in the meeting for kind recommendation to the Executive Council of the University for approval. It is to note that the new construction proposals recommended by the Building Committee will be met out of the Grants-in-aid under Capital Assets for the year 2018-19 allocated and released to Assam University, for which UGC in their letter F. No. 1-3/2018 (CU), dtd. 16<sup>th</sup> April 2019 has extended the time limit for utilization of grants released under Capital Assets for the financial year 2018-19 for a period of six (06) months up to 30.09.2019.

**Resolution:** The proposals in the minutes of the Building Committee of Assam University in its 97<sup>th</sup> meeting held on 30<sup>th</sup> April, 2019 were recommended to the Executive Council of the University for approval subject to that in case of minor original works/repair works for Campus Development etc, the following instructions should be adhered to:

- a. Each repair & maintenance works is fully funded and the entire funds have allocated by the University/released by UGC are available with the University for each individual work.

  
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- b. No additional funds for these works will be sought from MHRD/UGC for the projects. Further no part of the interest accrued on each such grants from UGC will be utilized.
- c. Award of "Civil Works" is strictly as per relevant provisions of GFRs 2017 and related CVC guidelines.
- d. Abstract Cost and Rate Conformity Certificate as also other related codal formalities for each projects are strictly as per relevant UGC guidelines.
- e. The Building/Construction Works Monitoring Committee should continuously monitor the construction works, so that any cost and time over-runs should be avoided.
- f. University may take the approval of Standing Committee of UGC, where the proposals are more than Rs. 75.00 lakhs.


Item No. FC: 54/05: Review of details of the pending C&AG Transaction Audit Paras and the Action Taken to settle/liquidate the pending Paras.

As advised by the IFD, MHRD & UGC, the details of the pending Transaction Audit Paras are given below for kind information of the members.

Financial Year	No. of O/S Paras till 53 <sup>rd</sup> FC meeting	No. of Settled/ dropped Paras	No. of O/S Paras as on 02.05.2019	Remarks
2012-13	01	0	01	Updated replies along with necessary documents have already been submitted to C&AG office against maximum pending Audit Paras .
2013-14	02	0	02	
2014-15	01	0	01	
2015-16	19	0	19	
2016-17	04	0	04	
2017-18	20	01	19	

The details of the Transaction Audit Paras up to the financial year 2017-18 with up-to-date Action Taken (with small description of the Audit Paras) to settle/liquidate the pending paras were placed as an Annexure to the agenda in the meeting for review by the members of Finance Committee.

**Resolution:** The members discussed the C&AG Inspection Audit Paras and the compliances of the University. The members also discussed the non-settlement of the long pending audit paras since 2012-13 and advised for settlement of the

  
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paras. The members after detailed deliberations resolved/suggested the following:

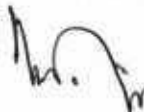
- (i) The University should comply with the suggestions/instructions of the Audit and efforts should be made to settle/drop the Audit Paras on priority basis.
- (ii) University should take necessary action as per rules and in case of proven act of gross irregularities, University should fix both administrative and financial responsibilities against the officials concerned and necessary disciplinary actions should be initiated by the University & affect recoveries forthwith, wherever necessary and the compliances should be submitted to C&AG under intimation to UGC/MHRD.
- (iii) Disciplinary action also to be initiated against officers responsible for the serious lapses in furnishing remedial/corrective ATNs on Audit Paras. A system of fixing responsibility for serious lapses be put in place by the University.
- (iv) The constituted Standing Audit Committee (SAC) should review all pending Audit Paras and settle the Audit Paras urgently in a time bound manner.

Item No. FC: 54/06: Utilization of Funds - An overview of the financial position of the University up to 31st March 2019 and unspent balance as on 01<sup>st</sup> April 2019.

The Utilization of Funds head-wise showing an overview of the financial position of the University up to 31st March, 2019 and unspent balances as on 1<sup>st</sup> April, 2019 were placed as an Annexure to the agenda in the meeting for perusal of the Committee.

Resolution: The Finance Committee perused & noted the Utilization of Funds head-wise showing an overview of the financial position of the University as on 31st March, 2019 and unspent balances as on 1st April, 2019 subject to compliance of the GoI norms and UGC instructions thereof.

The Finance Officer appraised the members that the reasons for having negative closing balance in the Utilization Certificate under the head Salary (36) is due

  
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to creating outstanding liabilities for the salary for the month of March 2019 and arrear allowances on implementation of 7th CPC, in the books of accounts of the University as on 31st March 2019 on the basis of accrual principle.


Item No. FC: 54/07: Review of progress of the ongoing construction activities of the University.

UGC in the letter F. No. 1-1/2012 (CU), dated 25th August 2015 intimated that a separate agenda item on progress of Building Projects in the prescribed format of the UGC should be placed in the meeting of Finance Committee for necessary review of the overall progress of the developmental activities in the University. The statement of progress of ongoing Building Projects was placed as an Annexure to the agenda in the meeting for necessary review.

Resolution: A brief statement on the progress of the ongoing construction activities in Assam University were presented before members. Reasons for delay in progress of the some work also discussed in the meeting and the members suggested/ advised to take initiative for on-time completion of the projects. It was also informed to the members that the status of construction activities of the University has already been uploaded on the "Project Monitoring System" software developed by HRD.


The Committee also resolved that adequate safeguards have been put in place on the part of the University by constituting the "Works Monitoring Committee" which should meet at least once in every quarter and to submit the progress report before the Vice-Chancellor. The Works Monitoring Committee also monitors the physical progress of "Works" on a continuing and sustained basis to avoid time and cost over runs.

The meeting ended with vote of thanks to the Chair.

  
27/5/2019  
(CMA Dr. B.B. Mishra)  
Ex-Officio-Secretary  
Finance Committee  
Assam University, Silchar

वित्त अधिकारी  
Finance Officer  
असम विश्वविद्यालय, सिलचर  
Assam University, Silchar

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27/5/19  
(Prof. Dilip Chandra Nath)  
Chairman  
Finance Committee  
Assam University, Silchar

कुलपति  
Vice-Chancellor  
असम विश्वविद्यालय, सिलचर  
Assam University, Silchar