

**Minutes of the 59th Meeting of the Finance Committee of
Assam University held on 8th October 2020 at 11.00 AM
at Assam University, Silchar through Video Conferencing**

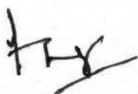
The following were present:

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| 1. Prof. Dilip Chandra Nath
Vice-Chancellor, Assam University | - Chairman |
| 2. Prof. M.K. Sinha
Dept. of Library & Information Science
Assam University, Silchar (EC Nominee) | - Member |
| 3. Dr. P.K. Nath
Registrar (i/c), Assam University | - Permanent Invitee |
| 4. Dr. Subhadeep Dhar
Finance Officer (i/c), Assam University | - Ex-officio Secretary |

The following were attended through Video Conferencing:

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| 5. Prof. Abhik Gupta
Pro Vice-Chancellor, Assam University, Silchar | - Member |
| 6. Prof. Sivasish Biswas
Pro Vice-Chancellor, Assam University, Diphu Campus | - Member |
| 7. Dr. Jitendra Kumar Tripathi, Joint Secretary (CU), UGC
(Visitor's Nominee) | - Member |
| 8. Mr. Fazal Mahmood, Dy. Secretary to GoI (IFD), MoE
[Nominee of Joint Secretary and Financial Adviser,
Ministry of Education, GoI (Visitor's Nominee)] | - Member |
| 9. Dr. Bijoy Kumar Mohapatra
Director (i/c), Cuttack Campus, Maulana Azad
National Urdu University, Hyderabad (EC nominee) | - Member |
| 10. Mr. Bishnu Chakraborty
Finance Officer, K.K. Handique State Open University,
Guwahati (EC Nominee) | - Member |

Joint Secretary (CU), Ministry of Education, Govt. of India, Department of Higher Education, New Delhi could not attend the meeting due to other engagements and was granted leave of absence.



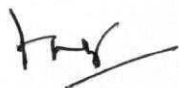
The comments of JS (CU), Ministry of Education, Dept. of Higher Education, GoI on the agenda items received from Under Secretary (CU-I), Ministry of Education vide his e-mail dated 5th October 2020; the comments received from the Under Secretary to the Govt. of India, IFD, Dept. of Higher Education, Ministry of Education with the approval of JS & FA, Ministry of Education, GoI vide letter F. No. 9-9/2017-IFD.pt, dated 5th October 2020; and the comments of the Joint Secretary (CU), UGC received from the Deputy Secretary, UGC vide letter No.F.18-6/2019(CU)Vol.I, dated 7th October 2020 were presented by the Finance Officer (i/c) & Secretary, Finance Committee, Assam University before the Finance Committee and the members noted the comments & put on record.

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

Item No. FC: 59/01: Welcome and Opening Remarks by the Vice-Chancellor, Assam University.

Prof. Dilip Chandra Nath, Vice-Chancellor, Assam University and Chairman, Finance Committee welcomed Dr. J.K. Tripathi, Joint Secretary (CU), UGC, (Visitor's Nominee), Mr. Fazal Mahmood, Dy. Secretary (IFD), Ministry of Education [(Nominee of Joint Secretary and Financial Adviser, Ministry of Education), (Visitor's Nominee)] and all the members for attending the meeting. The Chairman introduced Prof. M.K. Sinha, Department of Library & Information Science, Assam University, Silchar (EC nominee) to all the members as Prof. Sinha in his capacity has been attending this meeting for the first time.

The Chairman in his opening remarks sought guidance from all the members for all round development and growth of the University. He then requested the Secretary, Finance Committee to initiate the proceedings as per the agenda items.



Item No. FC: 59/02: Confirmation of the Minutes of the 58th meeting of the Finance Committee of the University held on 15th July 2020.

The copy of the Minutes of the 58th meeting of the Finance Committee of the University held on 15th July 2020 was placed in the meeting as an Annexure to the agenda item which was circulated to all the members vide letter No. AUF/686/FC-58/2020-21/333, dtd. 16.07.2020.

Comments on Minutes of the 58th meeting of the Finance Committee of Assam University held on 15th July 2020 received through e-mail vide F. No. 9-9/2017-IFD.pt, dated 21st July 2020 from Under Secretary to the Govt. of India, IFD, MHRD conveying the observation(s) of the JS&FA, MHRD and circulated vide e-mail dated 22nd July 2020 to all members of the Finance Committee.

Comments of IFD, MHRD on Agenda Item FC:58/03: "It is not understood as to why the considered advice of the MHRD/Government has not been obtained by the University, despite being clearly recommended by the FC to do so, in the case of conversion of CPF to GPF of the employees of the University. To this extent, The ATR is not approved. Merely forwarding the proposal to UGC is not sufficient, as there is a Court Case pending in the matter and the reply of the University has to be based on the advice/comments of MHRD."

Accordingly, the minutes has been modified in accordance with the observations received from the IFD, MHRD (Modified Minutes was placed in the meeting as an Annexure to the agenda item) and circulated to all members vide e-mail dated 28th July 2020.

No comments on the Modified Minutes circulated vide e-mail dated 28th July 2020 has been received so far from the members. The Modified 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 Modified Minutes of the 58th meeting of the Finance Committee of the University held on 15th July 2020 were confirmed.



Item No. FC: 59/03: Action Taken Report of the 58th Meeting of the Finance Committee of the University held on 15th July 2020.

Action Taken Report on the 58th Meeting of the Finance Committee of the University held on 15th July 2020 was placed in the meeting as an Annexure to the agenda item for information and necessary review.

Resolution: The Action Taken Report on the 58th Meeting of the Finance Committee of the University held on 15th July 2020 were perused and noted by the members of the Finance Committee after deliberations on the same.

Item No. FC: 59/04: Recommendation for approval of the Minutes of the 99th meeting of the Building Committee of Assam University held on 29th June, 2020.

The minutes of the 99th meeting of the Building Committee of Assam University held on 29th June, 2020 was placed in the meeting as an Annexure to the agenda item for recommendation to the Executive Council of the University for approval.

Resolution: The Finance Committee observed that the University may take up only those projects for which funds are available as no additional funds will be provided by UGC/MoE for construction projects. Further no escalation in cost of the projects will be entertained due to time overrun.

Regarding Agenda No. 4 of the 99th meeting of the Building Committee of Assam University held on 29th June, 2020, the time extension of some major building construction projects being executed by CPWD & MGCC Ltd., the members were of the opinion that the projects should be completed by 31st December 2020.

Regarding Agenda No. 5 of the 99th meeting of the Building Committee of Assam University held on 29th June, 2020, revised proposal of infrastructure development for implementation of Economically Weaker Section (EWS) at Assam University Silchar and Diphu Campus, the Registrar informed the members that there has been minor modifications in the proposals forwarded earlier to the Ministry for which the revised proposals have been placed in the 99th meeting of the Building Committee of Assam University held on 29th June, 2020. The members after due deliberations on the same, recommended the proposals to be forwarded to the Executive Council of the University for approval.



Regarding Agenda No. 6 of the 99th meeting of the Building Committee of Assam University held on 29th June, 2020, the matter regarding Empanelment of Govt. Agency, the Finance Committee did not recommended the same. The members advised the University to follow the relevant provisions of GFR, 2017 and CVC guidelines for empanelment of Govt. Agency.

Item No. FC: 59/05: Remuneration for discharging In-Charge role of Statutory Officers (Registrar/Finance Officer/Librarian/Controller of Examinations) or equivalent posts (Director, College Development Council).

The 83rd Executive Council in its meeting held on 7th January 2012 resolved to pay honorarium to incumbents for holding statutory positions (Registrar/Finance Officer) at the rate of Rs 5000/- per month for discharging duties in addition to their normal duties.

The matter was examined in the light of instructions for improving financial management contained in MHRD letter No. 61-19/2015-Desk(U) dated 3rd March 2016 clause 2(VII) and felt that this is not in conformity with Government of India guidelines and require amendment.

Accordingly, it is proposed that for financial prudence any claim for remuneration for performing additional duties may be regulated as per provisions of FR 49.

The matter is placed before the Finance Committee for consideration.

Resolution: The Agenda Item has been dropped.

Item No. FC: 59/06: Remuneration for GeM Officers of the University.

Assam University is one of the pioneer institutes to start procurement through GeM from the Financial Year 2017-18. Due to shortage of officers, the University has assigned System Analyst as Purchase Officer, GeM and Assistant Librarians as Buyer and Consignee GeM, though these activities are not as per their job profile. Till date the University has procured items worth Rs. 7.94 crores (Rupees Seven Crore Ninety Four Lakh) only through GeM. The concerned Officers of GeM however, have been doing the assignment since inception without any additional remuneration. However, of late the procurement burden has increased tremendously for which the concerned Officers may be compensated for this additional assignment with extra remuneration. Due to acute shortage of staff the University does not have option of appointing other administrative Officers for this task. Therefore, it is proposed that a minimum amount of Rs. 4,000/-

each per month may be considered for the above mentioned three Officers as a token of recognition for their services.

The matter is placed before the Finance Committee for consideration.

Resolution: The Agenda Item has been dropped.

Item No. FC: 59/07: Review of details of the pending C&AG Transaction Audit Paras and the Action Taken to settle/liquidate the pending Paras.

The pending C&AG Transaction Audit Paras received vide Memo No. OAD/BO-GHY/5-14/UC-141/2019-20/452,dtd.25.10.2019 received from the Dy. Director, Br. Office Guwahati, O/o. the Director General of Audit, Central, Kolkata. The pending Audit Paras are furnished for kind information of the members.

Financial Year	No. of O/S Paras year-wise	No. of Paras dropped/deleted/settled	No. of O/S Paras as on 24.09.2020	Remarks
2012-13	01	0	01	The compliances to the outstanding Audit paras upto 2018-19 have been prepared on the basis of the resolutions taken in the meetings of the Standing Audit Committee of the University held on 1 st July 2020 and 26 th August 2020 respectively. In this regard, 44 para-wise replies have been sent so far to the Office of the C&AG to settle/liquidate the pending paras.
2013-14	02	01	01	
2014-15	01	0	01	
2015-16	19	02	17	
2016-17	04	0	04	
2017-18	20	03	17	
2018-19	14	0	14	

The details of the Transaction Audit Paras up to the financial year 2018-19 with up-to-date Action Taken (with small description of the Audit Paras) to settle/liquidate the pending paras were placed in the as an Annexure to the agenda item for review by the members of the Finance Committee.

Resolution: The Finance Officer clarified the details of the Transaction Audit Paras up to the financial year 2018-19 with up-to-date Action Taken.



The members discussed the C&AG Inspection Audit Paras up to the year 2018-19 and the compliances of the University in detail in the light of relevant provisions of GFRs, 2017 and related Govt. of India instructions and 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 action should be initiated by the University & affect recoveries against outstanding advances, wherever necessary.
- (iii) The compliances to the Outstanding Audit Paras may be taken up with the C&AG for early settlement/liquidation of the same.
- (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: 59/08: Utilization of Funds - An overview of the financial position of the University up to 31st August 2020 and unspent balance as on 01st September 2020.

The Utilization of Funds head-wise showing an overview of the financial position of the University up to 31st August 2020 and unspent balances as on 1st September, 2020 were placed in the meeting as an Annexure to the agenda item for perusal of the Committee.

The Utilization of Funds under EWS sanctioned for the financial year 2019-20 vide sanction No. F.18-16/2019 (CU), dated 21st October 2019 under Salary head and No. F.18-17/2019 (CU), dated 21st October 2019 under Recurring head upto 31st March 2020 were placed in the meeting as an Annexure to the agenda item 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 up to 31st August 2020 and unspent balances as on 1st September, 2020 and the Utilization of Funds under EWS sanctioned for the financial year 2019-20 under Salary head and Recurring head upto 31st March 2020 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 and UGC instructions thereof.

Item No. FC: 59/09: 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 in the meeting as an Annexure to the agenda item for necessary review.

Resolution: Progress of the ongoing construction projects of the University has been reviewed by the members in detail and following suggestions have been made for strict compliance by the University:

- (i) All construction projects should be carried out by strictly complying with the provisions laid down in GFRs 2017, CVC guidelines and other Govt. of India instructions.
- (ii) The University should upload the data of all ongoing projects funded by UGC and HEFA in the MHRD Project Monitoring System Portal positively every month in a time bound manner.
- (iii) Moreover, the reason for delay in completion of the ongoing construction activities have been briefed to the Members of the Committee and the members were of the opinion that the matter regarding timely completion of projects may be taken up with the CPWD and other construction agencies for avoiding further delay in completion and cost overruns.

Item No. FC: 59/10: Progress of infrastructure project funded through HEFA.

Ministry of Education, Govt. of India, Department of Higher Education, CU Bureau vide letter F. No. 4-7/2020-CU.VII, dtd. 11.09.2020 forwarded a copy of the minutes of the meeting (through video conference) under the chairmanship of JS (CU & IISER) on 27.08.2020 to review the progress/issues of HEFA funded infrastructure project of 6 Central Universities (CUs) including Assam University.



In the said minutes, it has been directed by the Chairman that, Progress of infrastructure project funded through HEFA should be an Agenda point of every Finance Committee meeting.

In view of above, the Status of proposals funded through HEFA in respect of Assam University is attached herewith as an Annexure to the Agenda Item for perusal and necessary review.

Resolution: Progress of infrastructure project funded through HEFA was reviewed in the meeting and the members noted the same.

The meeting ended with vote of thanks to the Chair.



(Dr. Subhadeep Dhar)
Finance Officer (i/c) &
Ex-Officio-Secretary
Finance Committee
Assam University, Silchar



(Prof. Dilip Chandra Nath)
Vice-Chancellor &
Chairman
Finance Committee
Assam University, Silchar
