

**Minutes of the 64th Meeting of the Finance Committee of Assam University
held on 12th July 2022 at 11.00 AM at Assam University, Silchar through
Blended Mode (Physical and Video Conferencing)**

The following were present:

1. Prof. Rajive Mohan Pant - Chairman
Vice-Chancellor, Assam University
2. Prof. Jayashree Rout - Member
Dean, School of Environmental Sciences
Assam University, Silchar (EC Nominee)
3. Dr. P.K. Nath - Permanent Invitee
Registrar, Assam University
4. Dr. Subhadeep Dhar - Ex-officio Secretary
Finance Officer (i/c), Assam University

The following were attended the meeting through Video Conferencing:

5. Prof. Sivasish Biswas - Member
Pro Vice-Chancellor (i/c), Assam University, Diphu Campus
6. Dr. Jitendra Kumar Tripathi, - Member
Joint Secretary (CU)
University Grants Commission, New Delhi (Visitor's Nominee)
6. Mr. Subhash Chand Sharu, - Member
Director, (CU-I/II)
Department of Higher Education, Ministry of Education, New Delhi
[Nominee of Additional Secretary (CU),
Ministry of Education, GoI (Visitor's Nominee)]
7. Mohammed Rizwan, - Member
Director, (IFD)
Department of Higher Education, Ministry of Education, New Delhi
[Nominee of Joint Secretary and Financial Adviser,
Ministry of Education, GoI (Visitor's Nominee)]
9. Prof. N.K. Shukla - Member
Registrar
University of Allahabad, Uttar Pradesh (EC nominee)
10. Mr. Bishnu Chakraborty - Member
Guwahati, Assam (EC Nominee)



The comments of CU Bureau, Ministry of Education, Dept. of Higher Education, GoI on the agenda items have been received through e-mail dated 21st June 2022 from the ASO (CU-I), Ministry of Education, Dept of Higher Education; the comments received from the Under Secretary to the Govt. of India, Integrated Finance Division, Ministry of Education, Dept. of Higher Education with the approval of JS & FA, Ministry of Education, GoI vide letter F. No. 9-9/2017-IFD.pt, dated 22nd June 2022 and the comments received from the Under Secretary, UGC vide letter No.F.18-6/2019(CU)Vol.I, dated 21st June 2022 and 4th July 2022 with the approval of Joint Secretary (CU), UGC 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:64/01: Welcome and Opening Remarks by the Vice-Chancellor, Assam University.

Prof. Rajive Mohan Pant, Vice-Chancellor, Assam University and Chairman, Finance Committee welcomed Dr. J.K, Tripathi, Joint Secretary (CU), UGC, (Visitor's Nominee); Mr. Subhash Chand Sharu, Director, (CU-I/II), Department of Higher Education, Ministry of Education, New Delhi, [Nominee of Additional Secretary (CU), Ministry of Education, GoI (Visitor's Nominee)]; Mohammed Rizwan, Director, (IFD), Ministry of Education, New Delhi, [Nominee of Joint Secretary and Financial Adviser, Ministry of Education, GoI (Visitor's Nominee)] and all the members for attending the meeting.

The Chairman introduced Prof. Jayashree Rout, Dean, School of Environmental Sciences, Assam University, Silchar (EC nominee) to all the members as Prof. Rout in her capacity as Member FC attended 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 also informed the members that the meeting was scheduled on 24th June 2022 but due to devastating and unprecedented flood at Silchar and its vicinity, the meeting could not be held and



the same has been rescheduled on 12th July 2022. The Chairman expressed his gratitude to all the members again for attending the rescheduled meeting.

The Chairman then requested the Secretary, Finance Committee to initiate the proceedings as per the agenda items.

Item No. FC:64/02: Confirmation of the Minutes of the 63rd meeting of the Finance Committee of the University held on 10th March 2022.

The copy of the Minutes of the 63rd meeting of the Finance Committee of the University held on 10th March 2022 was placed in the meeting as an annexure to the agenda item which was circulated to all the members through e-mail dated 17th March 2022.

University has not received any 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 63rd meeting of the Finance Committee of the University held on 10th March 2022 were confirmed.

Item No. FC:64/03: Action Taken Report of the 63rd meeting of the Finance Committee of the University held on 10th March 2022.

Action Taken Report on the 63rd meeting of the Finance Committee of the University held on 10th March 2022 was placed in the meeting as an annexure to the agenda item for information and necessary review.

Resolution: The Action Taken Report of the 63rd meeting of the Finance Committee of the University held on 10th March 2022 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.



Further, the matter related to revision of wages of casual/contractual staff of Assam University had been discussed in the earlier meeting and it was informed that the University had communicated the matter to UGC but the reply from UGC is awaited. It has been resolved in the meeting that the University should wait for further directions from UGC in the matter.

Regarding physical verification of Fixed Assets and Inventories, it was reported that necessary action has been initiated to complete the task by 31st August 2022. The members after detailed discussion on the issue directed the University to complete the process on the stipulated date.

Item No. FC:64/04: Recommendation for approval and adoption of Annual Accounts of Assam University for the financial year 2021-22.

The Annual Accounts of the Assam University i.e. Receipt & Payment Account, Income & Expenditure Account, Balance Sheet and relevant Schedules for the financial year 2021-22 in the Revised Format of Accounts communicated by the Ministry of Human Resource Development, Department of Higher Education, Government of India vide their letter no. 29-4/2012-IFD dated 17th April, 2015 with the approval by the Office of the Comptroller & Auditor General of India, vide their letter no. RC (AB)/ Misc./ Format of A/cs./ 04-31/2013 dated 10th April, 2015 was placed in the meeting as an annexure to the agenda item in a separate folder.

The Finance Committee under Section 19 (7) of the Statutes of the University may kindly recommend for approval & adoption of the Annual Accounts for the year 2021-22 by the Executive Council of the University and submission to the Comptroller & Auditor General of India for certification.

Resolution: At the outset, Finance Officer informed the members that on 22nd June 2022, a meeting had been organized by the office of the DGAC, Kolkata regarding the submission of Annual Accounts for the financial year 2021-22 within 30th June, 2022. Representative of Assam University who participated in the said meeting informed the officials from the office of the DGAC, Kolkata in the meeting that the Annual Accounts for the financial year 2021-22 of Assam University has been prepared and finalized for submission in the Finance Committee due to be held on 24th June, 2022 but due to the prevailing flood situation in Silchar and its vicinity disrupting the electricity as well as internet services, it may not be possible to hold the meeting of the Finance Committee



on the scheduled date as notified. On that submission, the office of the DGAC, Kolkata had instructed the University to submit a duly signed soft copy of the Annual Accounts for the financial year 2021-22 before 30th June 2022. On the basis of that instruction from the office of the DGAC, Kolkata, as communicated through the Minutes of the meeting sent to Assam University, the Assam University has submitted the duly signed soft copy of the Annual Accounts for the financial year 2021-22 on 29th June 2022 to the office of the DGAC, Kolkata, Branch Office Guwahati for Audit of Accounts of the University for the financial year 2021-22.

The agenda item has been discussed in detail and the Finance Committee under Section 19 (7) of the Statute of the University recommended the Annual Accounts of Assam University i.e. Receipt & Payment Account, Income & Expenditure Account, Balance Sheet and relevant Schedules for the financial year 2021-22 prepared in the Revised Format of Accounts communicated by the Ministry of Human Resource Development, Department of Higher Education, Government of India vide their letter no. 29-4/2012-IFD dated 17th April, 2015 with the approval by the Office of the Comptroller & Auditor General of India, vide their letter no. RC (AB)/ Misc./ Format of A/cs./ 04-31/2013 dated 10th April, 2015 to the Executive Council of the University for approval & adoption and submission to the Comptroller & Auditor General of India for certification.

Further, the members pointed out in the Accounts, the wide variation of expenditure incurred at Schedule-18 on transportation expenses (50% hike) and Schedule-19 repairs and maintenance (400% hike). A threadbare discussion has been made on this issue in the meeting and the Registrar, Assam University has clarified the facts with following reasons and justifications before the members about the variations in expenditure incurred.

It was noted that several payment proposals pertaining to previous financial year were received during 2021-22, which inflated the expenditure on maintenance, Repairs and Renewals. Some additional expenditure on i) Repairing, painting, roof treatment of Academic buildings, Hostels and Quarters, ii) Repairing of internal roads, iii) Renovation of International Guest House and Seminar Hall in view of



NAAC visit, were also carried out. The Escalation in Hiring/ Rent of Vehicle is due to resumption of offline classes and payment of running expenses of buses along with standing/idle charges and increased hire charges against students buses.

The detailed justification against escalation in expenditure was explained in details by the Registrar in the meeting and the members noted the same.

Item No. FC:64/05: Recommendation for approval of the Budget Estimates under the head Salary & Recurring and budget requirement under Capital Assets for the financial year 2022-23 of the University.

The Budget Estimates for the financial year 2022-23 under the head Salary(OH-36) and Recurring(OH-31) of the University as required by the UGC in the prescribed format have since been submitted to UGC vide letter No. AUF/C&A/831/2012/Vol-VI/122, dtd. 20.04.2022 (copy was placed in the meeting as an annexure to the agenda item) and the Budget requirement for the financial year 2022-23 under the head Capital Assets(OH-35) has been submitted to UGC vide letter No. AUF/AC/918/2022-23/178, dtd. 29.04.2022 (copy was placed in the meeting as an annexure to the agenda item) for information of the members and recommendation to the Executive Council of the University for approval.

Resolution: The Budget estimates for the financial year 2022-23 under the head Salary (OH-36) and Recurring (OH-31) and the Budget requirement for the financial year 2022-23 under the head Capital Assets (OH-35) of the University were recommended subject to the condition that the estimates are as per guidelines of preparation and submission of RE and BE and are based on a realistic assessment of requirement of funds for the University and also subject to availability of funds from the Govt. of India.

It was informed by the Finance Officer in the meeting that an allocation of Rs.7.00 crore was received under Capital Assets (OH-35) for the financial year 2022-23.



Item No. FC:64/06: Recommendation for approval of the Minutes of the 103rd meeting of the Building Committee of Assam University held on 4th March 2022.

The minutes of the 103rd meeting of the Building Committee of Assam University held on 4th March 2022 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 minutes of the 103rd meeting of the Building Committee of Assam University held on 4th March 2022 was discussed in the meeting and recommended to the Executive Council of the University for approval subject to strict compliance of the Govt. of India instructions and guidelines those issued by the CVC for undertaking the construction projects.

Item No. FC:64/07: Status of filling up of backlog vacancies.

UGC in their letter vide No. F. 1-11/2021 (SCT), dated 10th February 2022 intimated to include an agenda item in every Finance Committee meeting of the University giving the status of filling up of backlog vacancies.

The statement giving the report about the action taken and progress made in this regard was placed in the meeting as an annexure to the agenda item for necessary review.

Resolution: The members noted the Status of filling up of backlog vacancies and directed the University to take necessary steps to fill up the backlog vacancies after due observance of reservation act and as per the Recruitment Rules at the earliest. It has been informed by the University in the meeting that by 30th September 2022, the selection process which has already been advertised is likely to be completed.

Item No. FC:64/08: Details of Public Grievances pending in the University.

Ministry of Education, Govt. of India vide letter F. No. 13-110/220-CU-Cdn, dated 22nd December 2020 communicated a Note dated 17.12.2020 of Secretary (Higher Education), Ministry of Education with a direction to include Public Grievances pending in the Institutes as Standing Agenda items in every meeting of the Finance Committee.

In this regard, this is for information of all members of the Finance Committee that there are NO Public Grievances pending in the University.

Resolution: The Finance Committee noted the same.



Item No. FC:64/09: Details of Parliamentary Assurances pending in the University.

Ministry of Education, Govt. of India vide letter F. No. 13-110/220-CU-Cdn, dated 22nd December 2020 communicated a Note dated 17.12.2020 of Secretary (Higher Education), Ministry of Education with a direction to include Parliamentary Assurances pending in the Institutes as Standing Agenda items in every meeting of the Finance Committee.

In this regard, this is for information of all members of the Finance Committee that there are NO Parliamentary Assurances pending in the University.

Resolution: The Finance Committee noted the same.

Item No. FC:64/10: Utilization of Funds – An overview of the financial position of the University up to 31.03.2022 and unspent balance as on 01.04.2022 and up to 31.05.2022 and unspent balance as on 01.06.2022.

The Utilization of Funds head-wise showing an overview of the financial position of the University up to 31.03.2022 and unspent balances as on 01.04.2022 were placed in the meeting as an annexure to the agenda item and utilization of funds up to 31.05.2022 and unspent balance as on 01.06.2022 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 up to 31.03.2022 and unspent balance as on 01.04.2022 and up to 31.05.2022 and unspent balance as on 01.06.2022 subject to strict compliance of the relevant statutory provisions of the University, relevant provisions of GFRs 2017 and also strict compliance of the related Govt. of India instructions and guidelines including those issued by the Central Vigilance Commission.

Item No. FC:64/11: Review of details of the pending C&AG Transaction Audit Paras and the Action Taken to settle/liquidate the pending Paras.

Indian Audit & Accounts Department has sent Inspection Report on the accounts of the University for the period from 01.04.2020 to 31.03.2021 vide Memo No. OAD/BO-GHY/UC-45/2021-22/25/69, dtd. 18.02.2022 which was placed in the meeting as an annexure to the agenda item.



The University has prepared the para wise reply to the Inspection Report on the Accounts of Assam University for the period from 01.04.2020 to 31.03.2021 with proper justifications and relevant enclosures for dropping 11(eleven) Audit paras. The reply was submitted to the Indian Audit & Accounts Department vide letter No. AUF/715/2020-21/309 dtd. 08/06/2022 which was placed in the meeting as an annexure to the agenda item.

Submitted for perusal and information of the members of the Finance Committee.

Further, Ministry of Education, Govt. of India vide letter F. No. 13-110/220-CU-Cdn, dated 22nd December 2020 communicated a Note dated 17.12.2020 of Secretary (Higher Education), Ministry of Education with a direction to include complete details and status of audit paras as Standing Agenda items in every meeting of the Finance Committee.

The pending Audit Paras upto 2020-21 are furnished for kind information of the members.

Financial Year	No. of Audit Paras year-wise	No. of Paras dropped/deleted/settled	No. of O/S Paras as on 24.02.2022	Remarks
2012-13	01	00	01	The compliances to the outstanding Audit paras upto 2020-21. have been prepared on the basis of the resolutions taken in the meeting of the Standing Audit Committee of the University held from time to time.
2013-14	02	01	01	
2014-15	01	00	01	
2015-16	19	14	05	
2016-17	04	02	02	
2017-18	20	10	10	
2018-19	14	02	12	
2019-20	13	05	08	**The reply was submitted to the Indian Audit & Accounts Department vide letter No. AUF/715/2020-21/309 dtd. 08/06/2022 which was placed in the meeting as an annexure to the agenda item.
Total (Upto 2019-20)	74	34	40	
2020-21	14	00	14**	

The details of the Transaction Audit Paras up to the financial year 2019-20 with up-to-date Action Taken (with small description of the Audit Paras) to settle/liquidate

the pending paras were placed in the meeting as an annexure to the agenda item for review by the members of the Finance Committee.

Resolution: The Finance Officer informed the Finance Committee about the reply furnished to the Indian Audit & Accounts Department on the Inspection Report on the accounts of the University for the period from 01.04.2020 to 31.03.2021 and the members perused and noted the same.

The Finance Officer informed the members that a considerable number of Audit Paras are expected to be dropped since compliances to several Audit Paras have been done before sending the reply.

The Finance Officer also informed the Finance Committee that meetings of the Standing Audit Committee under the Chairmanship of the Vice Chancellor were held on 04/04/2022 and 24/05/2022 to settle the outstanding Audit Paras.

Item No. FC:64/12: 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 and noted the same.

Item No. FC:64/13: 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 was placed in the meeting 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 in the light of relevant provisions of GFRs, 2017 and related Government of India instructions and the members noted the same.

Item No. FC:64/14: Progress of infrastructure project funded under 12th Plan period/Annual Plan (2017-18).

Ministry of Education, Govt. of India, Department of Higher Education, CU Bureau vide letter F. No. 4-12/2020-CU.VII, dtd. 31.08.2021 forwarded a copy of the minutes of the meeting (through video conference) held under the chairmanship of Additional Secretary (CU) on 20.08.2021 to review the progress of infrastructure project of Central Universities (CUs) funded under 12th Plan period and Annual allocation 2017-18.

In the said minutes, it has been directed by the Chairman that, progress of infrastructure project funded under 12th Plan period/Annual Plan (2017-18), should be an Agenda point of every Finance Committee meeting till the completion of the Projects.

In view of above, the progress of infrastructure project funded under 12th plan period/Annual Plan (2017-18) in respect of Assam University was placed in the meeting as an annexure to the agenda item for perusal and necessary review.

Resolution: Progress of infrastructure project funded under 12th Plan period/Annual Plan (2017-18) was reviewed in the meeting and the members noted the same.

It has been also reported in the meeting that communications are being made with UGC for approval of extension of validity for utilization of fund for Construction of Pharmaceutical Science Department Building at Assam University, Silchar. Reply from UGC is awaited.

It has also been assured by the University in the meeting that if the approval for extension is received from UGC, the project will be completed within two months.

The members suggested the University to pursue the matter with UGC regarding grant of extension of fund validity to complete the project.



Item No. FC:64/15: Item from the Chair.

(a) Establishment of a War Memorial at Assam University, Silchar campus.

The Vice-Chancellor, Assam University and the Chairman, Finance Committee placed a proposal before the members of the Finance Committee for establishment of a War Memorial at Assam University, Silchar campus jointly with the assistance from the Sainik Welfare Board, Govt. of Assam. The War Memorial in the campus will be of great importance and significance in the region especially in Barak Valley. The War Memorial will depict the sacrifices and valour of Paramvir Chakra, Mahavir Chakra, Veer Chakra and other gallantry awardees.

It has also been informed in the meeting that for establishment of the same, some renovation work in the existing building will be needed for which a sum of Rs. 20.00 lakhs has been proposed by the Sainik Board. Regarding arrangement of Fund it was agreed that the same may be managed from the allocation of Capital Assets (OH-35) for the Financial Year 2022-23 with a condition that no additional fund will be provided by the UGC for this project.

The members unanimously agreed with the proposal for establishment of a War Memorial at Assam University, Silchar campus and recommended the same to the Executive Council of the University for approval subject to strict compliance of GFRs, 2017 and CVC guidelines.

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



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



(Prof. Rajive Mohan Pant)
Vice-Chancellor &
Chairman
Finance Committee
Assam University, Silchar