

**Minutes of the 67th Meeting of the Finance Committee of Assam University
held on 12th June 2023 at 11.30 AM at Assam University, Silchar through
Blended Mode (Physical and Video Conferencing)**

The following were present:

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| 1. Prof. Rajive Mohan Pant Vice-Chancellor, Assam University | - Chairman |
| 2. Prof. Sivasish Biswas Pro Vice-Chancellor, Assam University Diphu Campus | - Member |
| 3. Prof. Asoke K Sen Professor, Department of Physics Assam University, Silchar (EC Nominee) | - Member |
| 4. Dr. P.K. Nath Registrar, Assam University | - Permanent Invitee |
| 5. Dr. Subhadeep Dhar Finance Officer (i/c), Assam University | - Ex-officio Secretary |

The following were attended the meeting through Video Conferencing:

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| 6. Mr. Subhash Chand Sharu, Director, (CU-I/II) Department of Higher Education, Ministry of Education, New Delhi [Nominee of Joint Secretary (CU), Ministry of Education, GoI (Visitor's Nominee)] | - Member |
| 7. Mohammed Rizwan, 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)] | - Member |
| 8. Mr. Mriganka Sekhar Sarma Deputy Secretary, UGC, New Delhi [Nominee of Joint Secretary (CU), UGC, (Visitor's Nominee)] | - Member |
| 9. Prof. N.K. Shukla Registrar University of Allahabad, Uttar Pradesh (EC nominee) | - Member |
| 10. Mr. Bishnu Chakraborty Guwahati, Assam (EC Nominee) | -Member |

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The comments of CU Bureau, Ministry of Education, Dept. of Higher Education, GoI on the agenda items have been received through e-mail dated 9th June 2023; the comments received from the 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 12th June 2023 and the comments received from the Deputy Secretary, UGC vide letter No.F.18-6/2019(CU)Vol.I, dated 7th June 2023 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 & which were 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:67/01: Welcome and Opening Remarks by the Vice-Chancellor, Assam University.

The Chairman welcomed Mr. Subhash Chand Sharu, Director, (CU-I/II), Department of Higher Education, Ministry of Education, New Delhi, [Nominee of Joint 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)]; Mr. Mriganka Sekhar Sarma, Deputy Secretary, UGC, New Delhi [Nominee of Joint Secretary (CU), UGC (Visitor's Nominee)] and all the members for attending the meeting.

The Chairman in his opening remarks sought guidance from all the members for all round development and growth of the University. He also expressed his gratitude to all the members for attending the meeting.

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

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12/06/23

Item No. FC:67/02: Confirmation of the Minutes of the 66th meeting of the Finance Committee of the University held on 24th February 2023.

The copy of the Minutes of the 66th meeting of the Finance Committee of the University held on 24th February 2023 was placed in the meeting as an annexure to the agenda item which was circulated to all the members through e-mail dated 1st March 2023.

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 66th meeting of the Finance Committee of the University held on 24th February 2023 were confirmed.

Item No. FC:67/03: Action Taken Report of the 66th meeting of the Finance Committee of the University held on 24th February 2023.

Action Taken Report on the 66th meeting of the Finance Committee of the University held on 24th February 2023 was placed in the meeting as an annexure to the agenda item for information and necessary review.

Resolution: The Action Taken Report of the 66th meeting of the Finance Committee of the University held on 24th February 2023 were perused and noted by the members of the Finance Committee.

Item-wise agenda with resolutions of the 66th meeting of the Finance Committee of the University held on 24th February 2023 have been discussed in the meeting.

Item No. FC:67/04: Recommendation for approval and adoption of Annual Accounts of Assam University for the financial year 2022-23.

The Annual Accounts of the Assam University i.e. Receipt & Payment Account, Income & Expenditure Account, Balance Sheet and relevant Schedules for the financial year 2022-23 in the Revised Format of Accounts communicated by the Ministry of Human

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12/06/23

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 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 recommend the Annual Accounts of Assam University for the financial year 2022-23 to the Executive Council of the University for approval & adoption and submission to the Comptroller & Auditor General of India for certification.

Resolution: 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 2022-23 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.

Item No. FC:67/05: Recommendation for approval of the Budget Estimates under the head Salary (OH-36), Recurring (OH-31) and Capital Assets (OH-35) for the financial year 2023-24 of the University.

The Budget Estimates for the financial year 2023-24 under the head **Salary (OH-36)**, **Recurring (OH-31)** and **Capital Assets (OH-35)** 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-VII, dtd. 06.04.2023 (copy placed in the meeting as an annexure to the agenda item). In response to the above, UGC has conveyed the approval of the Budget Estimates for the financial year 2023-24 under Salary Head (OH-36) in respect of Assam University vide letter F. No. 18-1/2023(CU), dated 10th May 2023 (copy placed in the meeting as an annexure to the agenda item); approval of the Budget

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12/06/23

Estimates for the financial year 2023-24 under Recurring Head (OH-31) in respect of Assam University vide letter F. No. 18-2/2023(CU), dated 10th May 2023 (copy placed in the meeting as an annexure to the agenda item) and Annual Allocation under Capital Assets-35 for the year 2023-24 vide D.O. No. F.1-3/2023(CU), dtd. 1st June 2023 (copy placed in the meeting as an annexure to the agenda item) for information of the members. However, as the allocated amount under Salary Head (OH-36) was felt to be inadequate in view of new faculty recruitment under Mission Mode and CAS promotions hence request for additional funds was sent to UGC vide letter No. AUF/804-GIA Salary/2023-24/248, dtd. 23.05.2023 (copy placed in the meeting as an annexure to the agenda item).

Submitted for recommendation to the Executive Council of the University for approval.

Resolution: The Budget estimates for the financial year 2023-24 under the head Salary (OH-36) and Recurring (OH-31) and Annual Allocation under the head Capital Assets (OH-35) for the financial year 2023-24 of the University were discussed and noted by the members.

Regarding additional fund under Salary Head (OH-36) in view of new faculty recruitment under Mission Mode and CAS promotions, the Finance Committee suggested that the University should send a letter with justification in detail to the UGC for consideration of the same.

Item No. FC:67/06: Recommendation for approval of the Minutes of the 105th meeting of the Building Committee of Assam University held on 30th March 2023.

The minutes of the 105th meeting of the Building Committee of Assam University held on 30th March 2023 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 105th meeting of the Building Committee of Assam University held on 30th March 2023 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.

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12/06/23

Item No. FC:67/07: 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 on priority basis by following the instructions issued by the MoE/UGC from time to time.

Item No. FC:67/08: Implementation of Government e-Procurement System under CPP Portal in Assam University.

Ministry of Education, Govt. of India vide letter No. 29-4/2023-S&S, dated 2nd March 2023 (copy placed in the meeting as an annexure to the agenda item) issued instructions related to floating of bids/tenders on e-Procurement Portal through CPP Portal and mandated e-Tendering through GeM or CPP Portal and directed the University to cancel all the bids which were invited as well as which are under process. Accordingly, Assam University has cancelled these bids and started communication with the Admin of CPP Portal. It is thereafter understood that a graded cost involvement is there for e-tendering through CPP Portal.

Meanwhile a proposal received from Broadcast Engineering Consultants India Limited (BECIL) under the Ministry of Information & Broadcasting, Govt. of India vide e-mail dated 15th March 2023 for availing e-tendering services has been received.

As the matter of implementing e-Procurement through CPP Portal will require considerable time frame, therefore, it is proposed to allow BECIL for an interim arrangement for online bidding.

A meeting was held in this regard on 1st June 2023 in Assam University, Silchar and the resolutions of the meeting was placed in the meeting as an annexure to the agenda item for kind decision and further direction by the Finance Committee.

Resolution: The agenda item is not recommended by the Finance Committee. Further, it has been resolved that the University should take steps for enlisting itself in the CPP Portal at the earliest.

12/06/23

Item No. FC:67/09: Adoption of Payment of Gratuity Act 1972 to NPS holder of Assam University.

In pursuance of the Office Memorandum issued by the Ministry of Education, Govt. of India vide F. No. 15-2/2022-TC, dated 16th December 2022 and subsequent Circular issued by UGC vide F. No. 3-1/2018(Admn.I/A&B), dated 10th January 2023 on "Applicability of Payment of Gratuity Act 1972 to educational Institutions under the Ministry of Education" (copies were placed in the meeting as annexure to the agenda item), the matter is placed before the Finance Committee for adoption of applicability of Payment of Gratuity Act 1972 to NPS holders of Assam University.

The University proposes to meet the financial liability arising out of implementation of the Act in the University by making appropriate budgetary provisions while proposing the Annual Budget under Salary (OH-36).

The matter is placed before the Finance Committee for recommendation to the Executive Council for approval.

Resolution: The Finance Committee recommended the agenda item to the Executive Council of the University for approval.

Item No. FC:67/10: Revision of wages of Casual/Contractual employees of Assam University.

The minutes of the 65th meeting of the Finance Committee was placed in the 153rd meeting of the Executive Council for approval. While confirming the 153rd EC minutes in the 156th meeting of the Executive Council held on 25th April 2023 and while deliberating on the minutes of the 65th meeting of the Finance Committee, the Executive Council recommended to refer the Item No. FC:65/15 with regard to revision of wages of Casual/Contractual employees of the University to the Finance Committee for reconsideration as the implementation of the wages shall lead to curtailment of existing rate of Rs. 513/- per day for casual employees to Rs. 506/- per day.

The Executive Council suggested the following:

- (i) Considering the wage rate of UGC North East Regional Office (NERO) at Guwahati for similar work; or
- (ii) Considering monthly wage rate of Rs. 18,000/- (minimum of 7th CPC) with the present DA (42%) equivalent to zero with provision for grant of additional DA as and when granted to CUs.

The Finance Committee may reconsider and allow to implement wages whichever is less from the above two options given.


12/06/23

Resolution: The agenda item has been discussed in detail and after threadbare discussion the Committee suggested that a proposal with detail justification may be sent to the Ministry of Education through UGC for consideration in light of DoPT OM vide No. 49011/2/2017-Estt(C), dated 19th February 2018.

Item No. FC:67/11: 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:67/12: 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:67/13: Utilization of Funds - An overview of the financial position of the University up to 31.03.2023 and up to 31.05.2023.

The Utilization of Funds head-wise showing an overview of the financial position of the University up to 31.03.2023 and unspent balance as on 01.04.2023 under Salary (OH-36), Recurring (OH-31), Capital Assets (OH-35) and Additional Grant under Recurring (OH-31) were placed in the meeting as an annexure to the agenda item and Utilization of Funds under Salary (OH-36), Recurring (OH-31) and Capital Assets (OH-35) up to 31.05.2023 and unspent balance as on 01.06.2023 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

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12/06/23

up to 31.03.2023 and unspent balance as on 01.04.2023 under Salary (OH-36), Recurring (OH-31), Capital Assets (OH-35) and Additional Grant under Recurring (OH-31) and Utilization of Funds under Salary (OH-36), Recurring (OH-31) and Capital Assets (OH-35) up to 31.05.2023 and unspent balance as on 01.06.2023 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:67/14: Review of details of the pending C&AG Transaction Audit Paras and the Action Taken to settle/liquidate the pending Paras.

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 status of upto date pending Audit Paras 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 31.05.2023 |
|----------------|------------------------------|---------------------------------------|-----------------------------------|
| 2012-13 | 01 | 00 | 01 |
| 2013-14 | 02 | 01 | 01 |
| 2014-15 | 01 | 00 | 01 |
| 2015-16 | 19 | 16 | 03 |
| 2016-17 | 04 | 02 | 02 |
| 2017-18 | 20 | 13 | 07 |
| 2018-19 | 14 | 03 | 11 |
| 2019-20 | 13 | 06 | 07 |
| 2020-21 | 14 | 09 | 05 |
| 2021-22 | 16 | 00 | 16 |
| Total | 104 | 50 | 54 |

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12/06/23

The details of the Transaction Audit Paras up to the financial year 2021-22 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 briefed the members about the status of outstanding Audit Paras and the action taken by the University in this regard. The members noted the same.

Item No. FC:67/15: 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.

It has been resolved that letters may be sent to CPWD and HOUSEFED regarding slow progress of construction works with an intimation to Ministry of Education and UGC.

Further it was also resolved that no further contracts will be awarded to these agencies until the ongoing construction works are completed.

Item No. FC:67/16: 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.

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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:67/17: 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.

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