

**HEMVATI NANDAN BAHUGUNA GARHWAL UNIVERSITY,
SRINAGAR (GARHWAL)**

**Minutes of the 15th Meeting of Finance Committee held on
February 06, 2021**

The 15th Meeting of the Finance Committee of the University was held on 06.02.2021 through digital platform.

Following members were present-

1. Prof. Annpurna Nautiyal, Vice Chancellor – Chairperson
2. Dr. J.K. Tripathi, Joint Secretary, UGC, New Delhi, (Visitor's Nominee)
3. Shri Mohammed Rizwan, Director (Fin), IFD, MHRD, New Delhi (Representative of JS&FA, IFD, MHRD- Visitor's Nominee)
4. Prof. Raj Kumar, Vice-Chancellor, Panjab University, Chandigarh (EC Nominee)
5. Prof. Dinesh Kumar Nauriyal, Former VC, Kumaon University, Dept. of Humanities and Social Sciences, IIT, Roorkee, (EC Nominee)
6. Prof. S.K. Gupta, Dean School of Management, HNBGU, (EC Nominee)
7. Dr. A.K. Mohanty, Finance Officer (officiating)- Secretary.

Dr. A.K. Khanduri, Registrar, HNBGU also attended the meeting as a Special Invitee. Representative of JS (CU), MOE could not attend the meeting.

At the outset, the Chairperson welcomed all the distinguished members of the Finance Committee and expressed special gratitude to the members for attending and participating in the meeting through digital platform. The Chairperson also welcomed and introduced the newly nominated members of the FC and expressed her gratitude. She also said that all are looking forward for their valuable suggestions and support in various affairs of the university particularly in financial matter for smooth functioning of the university.

The committee also expressed gratitude and thanks to the outgoing members of the Finance Committee Dr. K. P. Singh, Former JS, UGC


Finance Officer
H.N.B. Garhwal University
Srinagar, Garhwal

& FO, MANUU, (University Court Nominee); Shri Ram Dutt, Registrar, Haryana University, (EC Nominee); Prof. S.P. Aggarwal, Principal, Ramanujan College, New Delhi (EC Nominee) and Dr. Manoj Kumar Aggarwal, Meerut College (EC Nominee) for their valuable contribution.

The comments of UGC, and IFD (MoE) on the agenda points received before the meeting were also taken on records.

Thereafter, the agenda items were taken up and after having extensive discussions and deliberations and also taking cognizance of the observations from IFD and UGC, the following decisions were taken:

Agenda Item No. 15-1:

Confirmation of the Minutes of 14th Meeting of Finance Committee held on 15th July 2019.

Draft Minutes of the 14th Meeting of Finance Committee held on 15.07.2019 were circulated to all the members through email inviting suggestions/comments on the recording of the minutes. Taking into consideration the suggestions/comments of the members, the final minutes had been circulated vide letter dated 17.8.2019 through email followed by speed post. Copy of the minutes is placed at **Annexure-1** for confirmation.

Resolution

The minutes were confirmed 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.

Agenda Item No. 15-2:

To consider and approve the "Action Taken Report" on the decisions taken by the Finance Committee in its 14th Meeting held on 15.07.2019.

A brief Report of Action Taken on the resolutions of the 14th meeting of the Finance Committee held on 15.07.2019 is placed at **Annexure-2** for consideration and approval.

Resolution

The "Action Taken Reports" was reported and recorded. It was also suggested that the matter already referred to UGC may be persuaded.

Agenda Item No. 15-3:

A power point presentation to appraise the august body regarding various developmental activities of the university along with a progress of expenditure under various budget heads.

Resolution

The power-point presentation was made.

Agenda Item No. 15-4:

To consider and approve the Revised Budget Estimates 2019-20 (Salary, Recurring and Capital Assets) of the University.

As per the direction of UGC, the University has submitted the R.E. 2019-20 under Salary, Recurring and Capital Assets heads to the UGC in the prescribed format with the approval of the Chairperson of the FC/EC.

R.B.E. 2019-20 (Salary, Recurring & Capital Assets)

(Rs. In Lakh)

Major Budget Heads	R.B.E 2019-20
Salary/Arrear (including other related components)	12396.04
Recurring (including Merged Schemes, Pension/pension arrear, Non-NET Fellowship, Non Salary and others)	5907.65
Capital Assets (includes Books & Journals, Equipments/Laboratory, Campus Development, Furniture & Fixture, Construction of Roads, Providing electricity/water/sewerage lines/plantation, Compound wall, Major repair/renovation/up-gradation, other infrastructure)	600.00
Total	18903.69
Internal Receipt	3200.00

Submitted before the committee for report and record.

(Annexure-3)

Resolution

The committee ratified the budget estimates 2020-21 subject to the condition that the estimates are based on a realistic assessment of requirements of funds for the University and also subject to availability of funds with the UGC. The committee recommended that the University should ensure that expenditure is restricted within the sanctioned budget grant and no liabilities should be allowed to accumulate.

Agenda Item No. 15-5:

To consider and approve the audited Annual Accounts of the University for the financial year 2018-19.

The Annual Accounts of the University for the year 2018-19 has been prepared as per the prescribed format issued by the MHRD and submitted to C&AG for audit. On completion of audit, the Annual Accounts 2018-19 along with Separate Audit Report (SAR) has already been submitted to the MHRD for laying the same on both the houses of parliament. Annual Accounts of the University was placed in both houses of the Parliament. (Lok Sabha on 23.3.2020 and Rajya Sabha on 19.3.2020).

Submitted before the committee for report and record.

(Annexure-4)

Resolution

The Committee ratified and approved the audited Annual Accounts 2018-19 of the University and recommended that observations of audit contained in the SAR for the year 2018-19 to be complied with the earliest.

Agenda Item No. 15-6:

To consider and approve the Budget Estimates and Revised Budget Estimates 2020-21 (Salary, Recurring and Capital Assets) of the University.

As per the direction of UGC, the University has submitted the B.E. 2020-21 under Salary, Recurring and Capital Assets heads to the UGC in the prescribed format with the approval of the Chairperson of the FC/EC.

B.E. 2020-21 (Salary, Recurring & Capital Assets)

(Rs. In Lakh)

Major Budget Heads	B.E. 2020-21	R.B.E 2020-21
Salary/Arrear (including other related components)	17489.77	14021.75
Recurring (including Merged Schemes, Pension/pension arrear, Non-NET Fellowship, Non Salary and others)	6191.50	6568.20
Capital Assets (includes Books & Journals, Equipments/Laboratory, Campus Development, Furniture & Fixture, Construction of Roads, Providing electricity/ water/ sewerage lines/ plantation, Compound wall, Major repair/renovation /up-gradation, other infrastructure)	5100.00	5100.00
Total	28781.27	25689.95
Internal Receipt	2500.00 (Estimated)	2500.00

Submitted before the committee for report and record.

(Annexure-5)

Resolution

The committee approved the Budget Estimates and Revised Budget Estimates 2020-21 (Salary, Recurring and Capital Assets) of the University subject to the condition that the estimates are based on a realistic assessment of requirement of funds for the University and also subject to availability of funds with UGC. Further, the committee recommended that University should ensure that expenditure is restricted within the sanctioned budget grant and no liabilities should be allowed to accumulate. The F.C. observed that the IRG of the University is considerably less and needs to be increased. The University should come out with a clear roadmap to increase IRG as well as user charges. The University should also make sincere efforts to mobilize funds through CSR funding.

Agenda Item No. 15-7:

To consider and approve the unaudited Annual Accounts of the University for the financial year 2019-20.

The Annual Accounts of the University for the year 2019-20 has been prepared as per the prescribed format issued by the MHRD and submitted to C&AG for audit. Accordingly, audit of Annual Accounts by C & AG completed and SAR is awaited.

Same is placed before the committee separately as **Annexure-6** for consideration and approval please.

Resolution

The committee approved the unaudited Annual Accounts of the University for the financial year 2019-20 subject to the condition that preparation and presentation of Annual Accounts for the year 2019-20 are strictly as per the revised formats of accounts for CEIs and instructions/guidelines which were issued vide MHRD's letter No. 2904/2012-IFD dated 17.4.2015.

Agenda Item No. 15-8:

Status of audit paras/observations raised by the C&AG.

Ministry of Education vide its letter dated 22nd December 2020 directed that the status of all audit paras be placed before the Finance Committee of the University. A copy of letter of Ministry of Education and pending audit paras are placed as Annexure. Out of a total of 88 Audit Para starting from 2009 to 2019, the University has complied and requested to C & AG to drop Audit Para on 55 cases so far. For rest 23 cases, the University has constituted an Audit review committee to review and recommend for settlement of Audit Para. Detailed Audit Para and reply of the University to drop the Para is placed at **Annexure- 7**.

Submitted for kind information and advice on this matter.

Resolution

The Committee recommended that pending audit paras to be settled at the earliest as per GoI rules, in consultations with the office of DGACE. Further, the University has to constitute a standing committee as per instructions of UGC/MOE for settling the audit paras.

Agenda Item No. 15-9:

To consider and approve the Minutes of the GPF Investment committee of the University for investment of the GPF amount.

Minutes of the GPF Investment Committee of the University is placed for consideration (**Annexure-8**).

Resolution

The committee approved the minutes of the GPF investment committee. Further recommended that if the interest earned by the University is less than the rate announced by Ministry of Finance the subscribers shall be paid interest at a lesser rate as per the interest earned by the University.

Agenda Item No. 15-10:

To consider the GPF rate of interest to the subscribers of the University for the Financial year 2019-20.

On the basis of the recommendation of the GPF investment committee, the University has notified GPF interest rate of **6.55%** for the employees of the University based on the interest earned by the University during the year 2019-20.

Submitted for consideration and approval of the Finance committee.

Resolution

The committee took note of it and recommended that if the interest earned by the University is less than the rate announced by Ministry of Finance the subscribers shall be paid interest at a lesser rate as per the interest earned by the University.

Agenda Item No. 15-11:

To consider closure of GPF subscribers accounts after making final payments to the subscribers.

The University has so far made final payments to 126 GPF subscribers. It is proposed to close all such GPF subscribers accounts. Submitted for consideration.

Resolution

The Committee took note of it.

Agenda Item No. 15-12:

To consider and approve the Draft Internal Audit Manual of the University.

A draft Internal Audit Manual prepared by a committee of the University through the CA was circulated vide letter dated 22/9/2019 among the Members of the Finance Committee and Ex-Finance Officer of the University for comments and suggestions. Suggestions received from Ex-Finance Officers of the University have been incorporated. A copy of the Manual is placed separately as **Annexure-9** for consideration and approval.

Resolution

The Committee appreciated the efforts made by the university for preparing the audit manual and approved the same in principle. However, it was suggested to get the audit manual vetted by the local audit and take suggestion from Central University Punjab and other universities before enforcing the same. Accordingly the committee authorised the Vice Chancellor for implementation of audit manual.

Agenda No. 15-13:

To consider remuneration for Swayam Coordinator

The Academic council of the University in its meeting held on May 20th, 2020 has recommended that coordinator of SWAYAM may be

given a fixed amount per month as honorarium in consultation with finance section in addition to monthly salary of the coordinator for the extra efforts being made by him to monitor SWAYAM activities.

Presently University has been paying remuneration to DSW, Proctor and Campus Directors @ Rs. 2000 per month.

Submitted for consideration for remuneration for Swayam Coordinator.

Resolution

The Committee resolved that University should write to Swayam cell of UGC about remuneration for Swayam Coordinator. Further the committee recommends that all the remuneration paid by University should be strictly regulated as per UGC/Ministry of Education schematic norms/rules/guidelines.

Agenda No. 15-14:

Ratification of remuneration paid to employees of the University for extra work related to examination.

There was a provision of payment of remuneration to the employees of the University for various examination and certification related works like pre-examination, post examination, confidential work, secrecy work, degree writing, degree checking, degree dispatch etc. The executive council of the University in 2007 had approved the remuneration for five years. Since then the University is paying remuneration as per the rate decided by the EC from the internal receipt of the University.

Due to disaffiliation of the colleges, internal receipt of the University has been decreasing and many works for which remunerations are being paid are computerized like pre-examinations, degree writing etc.

For this FY University has constituted a committee before releasing remuneration. On the recommendation of the committee remunerations paid to the employees to the tune of Rs. 32 lacs as done in previous years.

Minutes of the committee is annexed. **(Annexure- 10)**

Submitted for ratification.

Resolution

The committee resolved that remuneration paid by University should be strictly regulated as per UGC/Ministry of Education norms/rules/guidelines. Regarding remuneration paid for examination work University should collect information from any two old central universities and refer to UGC.

Agenda No. 15-15:

To consider remuneration for secretarial assistance to the Chancellor of the University.

Resolution

The committee is not agreed with the proposal of the University.

Agenda No. 15-16:

Ratification of release of salary of daily wagers from University accounts (recurring account (IRG))

At different times daily wagers who have been working in the University before 2009 are being paid their wages from departmental allocation and income. Earlier University allocated funds to various departments from internal receipt of the University.

In recent times due to considerable depletion of internal receipts, the University has stopped allocating funds to various departments annually and moreover these daily wagers claimed minimum salary and DA on the direction of Hon'ble High Court. Existing fund and resource of the department does not permit to pay minimum salary to above daily wagers on monthly basis.

With this background these daily wagers approached to University and the University administration started releasing their salary from

internal receipt of the University. At present 25 daily wagers are receiving salary from University account. Out of which one daily wagger (driver) is from self finance department.

Submitted for consideration and ratification.

Resolution

The committee recommended that the matter may be referred to UGC.

Agenda No. 15-17:

To consider the issues of NPS subscribers of the University.

National Pension Scheme (NPS) was introduced w.e.f.1.1.2004. The University started registration and made operational NPS accounts from December 2014 onwards. As per practice adopted under CPF scheme, deduction of 10% contribution both from employees and employers started after completion of one year of service or after confirmation of service. Amounts deducted under NPS were deposited in a separate account which earns interest as per rate of the saving accounts.

As per rule, NPS subscription has to be started from the month following the month of joining the service. Now the subscribers want to deposited their 10% contribution for the period for which University not deducted employees contribution. However, due to unavailability of funds, the University could not release its share.

Considering the above, it is proposed that:

- i) UGC may be requested to release arrears to deposit University contribution.
- ii) Approval may be given to deduct employees' contribution for the intermediate duration (from following the month of joining to actual deduction made).
- iii) Interest earned by the University from the deposit of NPS contribution so far (upto Dec 2014) be transferred to individuals PRAN (NPS) along with employees and employer contribution.

Submitted for consideration.

Resolution

The committee resolved that the proposal of NPS arrears of employers' contribution as per rules be submitted to UGC along with justification of time lag and non remittance of NPS.

Agenda No. 15-18:

Merger of various accounts operating prior to conversion of University.

Prior to conversion of University as per the then provision various accounts are being opened and operated by DSW, Campus Directors, Chief Hostel Wardens. Nearly **72** accounts are in operation. Many of the accounts are opened in Zilla Sahakari banks and some of them are in dormant stage.

It is proposed that all the funds available in such accounts to be deposited as Fixed Deposit(FDs) in Nationalized banks as corpus fund of the University and all the accounts of the University is to be operated in the name of Finance Officer or Registrar of the University. A list of accounts with available funds is placed at **Annexure-11**.

Further the University has already closed 37 bank accounts which are not in operations after completion of projects.

Resolution

The committee took note of it. The committee further recommended that all such accounts along with deposits be intimated to UGC for creating a corpus fund.

Agenda No. 15-19:

Issues of Diminishing Internal receipt due to disaffiliation of affiliated colleges

Due to disaffiliation of 55 affiliated colleges, internal receipt of the University decreased to 16 core per annum. Due to protests from students, University could not also increase any type of fees. Further

due to establishment of new departments, cells, centers and various activities entrusted by the Ministry of Education, expenditures are increasing day by day. With the existing revenue (internal receipt) it becomes difficult to run the organization smoothly. Considering the above, it is proposed that UGC may be requested to enhance budget under non-salary head. Further University may consider enhancing fee @ 2% each year in each head to facilitate and activate student facilities like transportation, power back, health facility, guest lecturers, office manpower etc. Presently no fees are being charged for the above facilities.

Submitted for consideration.

Resolution

The committee expressed its concern about IRG of the University which is considerably less and decreasing year to year and advised that the University should come out with a clear roadmap to increase of IRG as well as user charges every year. All the stakeholders be apprised the financial positions of the University.

Agenda Item No.: 15-20:

Issues of payment of salary of the employees appointed in self financing Pharmaceutical Sciences department.

Resolution

The committee resolved that all the self financing programmes need to be self-sustaining. It is not within the competence of FC/EC to utilize the GoI/MOE/UGC grant, interest accrued on such grant or the IRG/User charges of the University to meet the expenditure on account of running self-financing programmes/courses. Representative of UGC appraised that one separate proposal of department of Pharmaceutical sciences is still under examination of UGC.

Agenda No. 15-21:

M.N.C.
Singh, Garh

To consider recommendations of the academic council on request of the students to waive 100% fee for BPL students and 50% for API students.

The academic council in its meeting held on 10th October 2020 while considering request of the students to waive 100% fee for BPL students and 50% fee for API students referred the case to Finance committee for further decision. Office order on resolution of academic council of the University is placed at **Annexure-13**.

Submitted for consideration of the committee.

Resolution

The committee did not accept the proposal of the academic council. The committee further resolved that all the students be advised to apply for scholarships through various portal of Govt.

Agenda No. 15-22:

Concurrence of Finance Committee regarding Coverage of Shri H M Azad, Deputy Registrar under CCS (Pension) Rules 1972, in place of NPS as per provisions under DoP & PW Order No. 57/04/2019-P&PW(B) dated 17th Feb, 2020 and UGC Endorsement OM F.No. 1-2/2004(CU) dated 29.09.2020 as per the option exercised by him.

As per the provisions under Ministry of Personnel, Public Grievances & Pensions, OM No. 57/04/2019-P&PW(B) dated 17th Feb, 2020, and further clarifications vide OM No. 57/04/2019-P&PW(B) dated 25.06.2020 for implementation of the said OM, and subsequent upon Letter No. WM-I/NPS to GPF/Ow.No. 29 dated 19.06.2020 and consent vide letter No. 227 dated from the Office of The Accountant General, Audit Bhavan, Ahmedabad (Gujarat), for Coverage under CCS (Pension) Rules 1972, in place of NPS, the Hon'ble Vice Chancellor accorded approval for switchover from NPS to CCS (Pension) Rules, 1972 regarding the representation and exercise of OPTION by Shri Hari Maul Azad, Deputy Registrar (Ex- Div.

Accountant of A. G. Office, Ahmedabad) and General Provident Fund (GPF) subscription as per rules and procedures prescribed their under.

The UGC has also endorsed the said OM dated 17th Feb 2020 for compliance and implementation by the Registrars of all the Central Universities vide UGC Letter dated 29.09.2020, as per UGC Letter F.No. 1-2/2004(CU) dated 29th Sept, 2020 :

The amount of employer contribution already allowed and increased value of subscription (on both employee and employer contribution) on account of appreciation of investment be refunded to the UGC immediately (within a month) on the close of NPS account (i.e. 01st November 2020 as per Para 8 of the DoP & PW Order dated 17.02.2020) after adjusting the up to date interest allowed on newly opened account.

The University vide O.O. No. HNBGU/ADMIN/2020/439 dated 30.09.2020 approved the case of Shri H M Azad, Deputy Registrar for switchover from NPS to CCS (Pension) Rules 1972 as per the OM dated 17.02.2020 and UGC letter dated 29.09.2020 in anticipation of the concurrence / approval of Executive Council.

Annexure-14.

The proposal for concurrence of Finance Committee is submitted for kind consideration.

Resolution

The committee is of the opinion that employees of central Universities are not central Govt employees. Extension of benefits of CCS (Pension) Rules, 1972 is not within the competence of FC/EC of the University. Any such extension of benefits would require prior specific approval of the Ministry of Finance. The committee further decided to refer the matter to UGC with full details for examination.

Any other matter with the permission of Chair:

1. To consider the order dated 14.1.2021 of the Hon'ble High Court of Uttarakhand in WPSS No. 109 of 2021

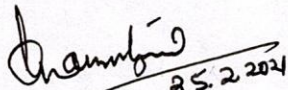
While hearing a WP of Shri Ajay kumar Laboratory attendant (self finance) of Botany & Zoology, the Hon'ble Court has directed that the proposal for payment of salary shall be placed before the finance committee. Shri Ajay kumar was engaged as daily wage lab attendant in botany & microbiology department. Salary was released from departmental grant. Now the department informed that there is no fund to make any further payment towards salary. (A copy of order of the court is annexed)


Submitted for consideration.

Resolution

The committee referred the matter to UGC.

The Meeting of the Committee ended with thanks to the chair.


Vice-Chancellor
Chairperson


Finance Officer
Secretary