

HNB GARHWAL UNIVERSITY, SRINAGAR GARHWAL

Minutes of the 11th Meeting of Finance Committee held on 28th June, 2017

The 11th Meeting of the Finance Committee of the University was held on 28.06.2017 at India International Centre, New Delhi.

Following members were present-

1. Prof. J.L. Kaul, Vice Chancellor - Chairman
2. Prof. D.S. Negi, Pro-VC - Member
3. Dr. K.P. Singh, Finance Officer, MANNU, Hyderabad
(Nominee of the University Court)
4. Shri Fazal Mehood, Dy. Secretary (Fin), IFD, MHRD, New
Delhi (Nominee of JS&FA, IFD, MHRD- Visitor Nominee)
5. Shri V. Talreja, SO, UGC, New Delhi (Nominee of UGC
representative- Visitor Nominee)
6. Dr. Padmakar Mishra, Finance Officer - Secretary

Joint Secretary (CU), MHRD, New Delhi could not attend the meeting.

At the outset, the Chairman welcomed all the distinguished members of the Finance Committee and gave a brief introduction of the newly nominated/inducted members and also expressed special gratitude to the out-going members for their vision, guidance and contribution for smooth functioning of the university in general and in financial matters in particular.

Thereafter, the agenda items were taken up and after having extensive discussion and deliberations the following decisions were taken:

Agenda Item No. 11-1: Confirmation of the Minutes of 10th Meeting of Finance Committee held on 29.06.2016.

Draft Minutes of the 10th Meeting of the Finance Committee held on 29.06.2016 were circulated to all the members vide letter No. HNBGU/2016/FO/776 dated 20.07.2016 through email followed by speed post 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 No. HNBGU/FO/2016/957 dated 30.08.2016 Copy of the minutes is placed at **Annexure-1** for confirmation.

RESOLUTION

Considering the circulation of the Minutes of the 10th meeting of Finance Committee held on 29.06.2016, the same were confirmed after brief discussion.

Agenda Item No. 11-2: To consider and approve the "Action Taken Report" on the decisions taken by the Finance Committee in its' 10th Meeting held on 29.06.2016.

A brief Report of Action Taken on the resolutions of the Finance Committee meeting held on 29.06.2016 is placed at **Annexure-2** for consideration and approval.

RESOLUTION

The Action Taken Report on the resolutions of the 10th meeting of Finance Committee held on 29.06.2016 was approved by the committee.



Agenda Item No. 11-3: A power point presentation to appraise the august body regarding various developmental activities of the university along with a progress of expenditure under Plan and Non-Plan grants.

RESOLUTION

Members of the Committee expressed satisfaction about the progress and utilization of funds under Plan and Non-Plan.

Agenda Item No. 11-4: To consider and approve the Budget Estimates 2017-18 of the University in new UGC format.

The University submitted the R.B.E 2016-17 & B.E 2017-18 Under Non-Plan to the UGC in the prescribed format with the approval of the Chairperson of the FC/EC. The R.B.E 2016-17 was to the tune of Rs. 12788.65 Lacs. Against which the UGC approved Rs. 9503.03 Lacs. The B.E 2017-18 was estimated at Rs. 16604.78 Lacs. Submitted before the committee for report and record. **[Annexure-3(A)]**

However, as per the direction of MHRD and as communicated by the UGC, from the current Financial year 2017-18; Plan-Non-Plan classification of the Budget has been discontinued. As directed by UGC, the Budget Estimates 2017-18 under the heads Recurring, Salary, and Non-Recurring has been submitted to UGC on the prescribed format. Same is placed at **Annexure- 3(B)** for consideration and approval.

B.E 2017-18

Major Budget Heads	Amount (Rs. In Lacs)
Recurring (including Merged Schemes, Pensionary benefits and Non-NET Fellowship and others)	5709.74



Salary	11858.04
Non Recurring including Capital Assets	5355.00
Total	22922.78
Internal Receipt (Estimated)	2100.00

RESOLUTION

The committee ratified the R.B.E 2016-17 and approved the B.E 2017-18 in principle as per the new guidelines of the UGC. However, the actual Budget Estimates 2017-18 will be sanctioned against the estimates submitted by the university after a meeting with the university official in UGC premises.

Agenda Item No. 11-5: To consider and approve the unaudited Annual Accounts for the financial year 2016-17 of the university.

The Annual Accounts 2016-17 of the university has been prepared as per the revised format issued by the MHRD/UGC and placed before the committee separately as **Annexure-4** for consideration and approval please.

RESOLUTION

The committee approved the un-audited Annual Accounts 2016-17 of the university to be placed before the Executive Council for its approval and submission to C&AG for its timely audit. The committee advised the university to strictly adhere to the new format of annual accounts issued by the UGC/MHRD in all respect.



Agenda Item No. 11-6: Adoption of General Financial Rules 2017 (GFRs 2017).

The Department of Expenditure, Ministry of Finance, Govt. of India vide O/M F.No.14(3)/2015-EII(A) dated March 8, 2017 has circulated General Financial Rules 2017 (**Annexure- 5**). The University has adopted the provisions of GFRs 2017 and registration for Government-e-Marketplace (GeM) is under process. Submitted before the committee for information and reporting.

RESOLUTION

The Committee took a note of the adoption of GFRs 2017 by the University.

Agenda Item No. 11-7: Details of Pending audit paras/observations raised by the C&AG.

In compliance of the decision of the Finance Committee in its 9th Meeting held on 23.01.2016, details of audit paras/observations raised by C&AG along with the reply submitted by the university are placed at **Annexure-6** for kind perusal please.

RESOLUTION

The committee directed the university to settle the audit objections as soon as possible in consultation with the C&AG.

Agenda Item No. 11-8: White Paper on Self-Financing Courses.

As per the resolution (b) under agenda item No.2 of 10th meeting of Finance Committee held on 29.06.2016, a White Paper on self financing courses containing income and expenditure for the last three years, the details of sanctioned manpower, number of personnel in place and the actual



requirement are placed at **Annexure-7** for kind perusal of the committee.

RESOLUTION

The Finance Committee briefly discussed the issues flagged in the White Paper and opined that since the whole issue needed detailed examination it may be referred to the UGC for an appropriate action.

Agenda Item No. 11-9: Refund of Scholarship Donation along with up to date accrued bank interest to the Donor (Smt. Pratibha Dhyani).

Smt. Pratibha Dhyani had donated an amount of Rs. 20,00,000/- (Rupees Twenty Lacs only) in 2008 to the University for institution of five different scholarships for the students of Garhwal Region. The matter was placed both before the Academic Council and Executive Council. The terms and conditions imposed by the Donor were not accepted by the university as they were not in consonance with the spirit of Central University Act 2009. The university thus could not start the scholarship. Subsequently Smt. Dhyani requested the university to refund the amount of donation along with up to date interest as it was not utilised for the purpose for which it was donated. The said letter was sent to MHRD through a Member of Parliament and same was also forwarded to the University by the MHRD. Accordingly, the university has refunded the amount **Rs. 38,62,921/- (Rupees Thirty Eight Lacs Sixty Two thousand Nine Hundred Twenty One only)** including bank interest in anticipation of the Finance Committee and Executive Council. The University got a legal opinion on the matter also. The matter is placed before the committee for information and ratification. **(Annexure-8)**

RESOLUTION

The committee ratified the decision taken by the Vice Chancellor.

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Agenda Item: 11-10: Discontinuing the Practice of paying Honorarium and adoption of OTA/Conveyance on the pattern of Delhi University

The HNB Garhwal University was converted in to a central university in 2009 from a State University. Right since the day that it was a State University, there has been a practice of paying some honorarium to different categories of staff for doing extra work beyond office hours and on holidays mainly for the examination and other related works. In view of the fact that 171 colleges located in very far flung and remote areas are affiliated with the University with more than one Lac students for whom examinations have to be conducted and result published in a time bound manner, this practice of paying some honorarium to the staff was continued. This practice was also approved by the Executive Council in its meeting held on 05.10.2007 vide agenda item no. 15 and 16. It has, however, now been decided that this practice be discontinued and in its place Overtime Allowance/some Conveyance allowance be paid on the pattern and the rates at which various categories of staff are being paid at the University of Delhi. (Annexure-9)

RESOLUTION

The item was withdrawn on the request of the Chairperson.

Agenda Item No. 11-11: Payment of Fixed Remuneration @Rs. 20,000/-pm (Rupees Twenty Thousand per month) to Two Yoga Instructors from the Internal Receipt of the University.

The two Yoga Instructors in the Deptt. of Yoga in the University against the sanctioned posts under the scheme of promotion of Yoga Education & Practice of IX Plan since the

days when the university was under the State Govt. were being paid as per the UGC guidelines. Subsequently the remuneration was revised to Rs. 15000/pm by the Finance Committee in its 4th meeting held on 30.09.2010. On a request for the enhancement of their remuneration, UGC has vide letter **No. Misl. No.39-3/2009 (CU) dated 09.02.2015** conveyed that they may be paid Rs. 25000/pm from the salary account of the Plan grant with the condition that no additional grant would be given for the purpose. The University proposed that since funds were available under the relevant head of the plan grant the two instructors be paid Rs. 20,000/pm from the available funds. This was approved by the Finance Committee in its 10th Meeting held on 29.06.2016 under agenda item No. 10. **(Annexure-10)**

Since the XII Plan has come to an end on 31.03.2017 and classification of plan and non plan has been discontinued, the remuneration @Rs. 20,000/-pm to the two Yoga Instructors is now being paid from the internal receipt of the University w.e.f. April 2017. The matter is submitted before the committee for report and record.

RESOLUTION

The committee discussed the issue of payment of remuneration of the two Yoga Instructors and directed the university that the existing system of payment from the plan salary head may be continued in view of the extension by the UGC of utilization of XII Plan grants till Sept., 2017. However, in view of the sanction of a of Yoga Centre in the university, a proposal may be sent to the UGC to allow the payment of remuneration of the two Yoga Instructors from the grant of the said Yoga Centre.



Agenda Item No. 11-12: Up-gradation/re-classification of daily-wages employees of the university.

There are 170 Daily Wagers/Fixed Salaried employees working in the university. Majority of them are working for more than a decade. Those daily wages employees who have been working for than ten years have been persistently requesting for enhancement in their wages. Their request was put up before the 10th meeting of the Finance Committee held on 29.06.2016 under Agenda Item No. 11. The Finance Committee suggested that the university may explore the possibility of according/upgrading the category of Semi Skilled/Skilled/Highly Skilled employees who have been working for a considerable period of time as per the Ministry of Labour guidelines, so that some relief may be given to such employees.

In pursuance of the suggestion of the Finance Committee the University has upgraded/re-classified the daily wages employees resulting in the upward revision of their emoluments. Hence against the earlier no. of 44 skilled and 124 un-skilled employees now the no. stands at 26 for highly skilled, 32 for skilled, 8 for semi skilled and 104 for un-skilled.
(Annexure-11)

This is submitted for the approval of Finance Committee.

RESOLUTION

The committee discussed the issue and directed that the proposal be sent to the UGC for clarification and advice.

Agenda Item No.: 11-13: Payment of salary/wages of the Non-teaching staff appointed/engaged under different Self Financing Courses.

During the era of State University some self financing courses have been started by the university as per the approval of State Govt/Finance Committee. Most of the teaching posts



sanctioned under self financing courses have been regularised/sanctioned by the UGC after conversion of the university into a central University. On sanction and appointment of regular faculty, most of the self financing courses are now on regular mode. However, there are around 42 no. Non-Teaching (Group C) posts sanctioned either by the State Govt. or Finance Committee which have not been regularised/sanctioned by the UGC as yet. The payments of the Non-teaching staff engaged under self financing courses are being paid from the past savings of the earning of those courses. But in many of the department running self financing courses these savings have either exhausted or are depleting fast and are about to be exhausted. These non-teaching staff has been working over a decade. Some of the incumbents have already started facing hardships on account of shortage of funds for payment.

It is therefore proposed that as and when required the salary/wages payments of such employees as have started facing hardships may be made from available funds under the university share of 40% (now 60%) which is supposed to be spent on administrative machinery, buildings, library etc. so that the problems of such employees is mitigated. Sufficient funds are available for making the payments for the present. Details of posts under self-financing courses are placed at **Annexure-12.**

RESOLUTION

After brief discussion, the Committee resolved that the proposal may be sent to the UGC. However, till the receipt of direction/guidance from the UGC, the remuneration of such employees as have started facing hardship on account of depletion of funds under self financing courses in some departments, may be paid from the consolidated savings of the university share from the income of self financing courses.

Agenda Item No.11-14: To report audited Annual Accounts 2015-16 along with SAR.

The un-audited Annual Accounts 2015-16 of the University was approved by the Finance Committee in its 10th meeting held on 29.06.2016 under agenda item No.5. The Annual Accounts have since been audited by the C&AG. The audited Annual Accounts 2015-16 along with SAR has already been submitted to the UGC/MHRD. A printed copy of the Annual Accounts 2015-16 along with SAR is placed separately as **Annexure-13.**

RESOLUTION

The committee ratified the Annual Accounts 2015-16 and while expressing its concern over the issues pointed out by the C&AG in the SAR, directed the university that they be complied with. It further suggested that in the absence of trained staff in the university, for the preparation of fixed assets register, inventory records, conducting physical verification, putting in place effective internal control mechanism, preparation of internal audit manual and conducting regular internal audit, the services of some Chartered Accountants may be hired through due process.



Any Other Agenda Items with the permission to the Chair:

Agenda Item No. AO-11-1: To Consider one time notional enhancement of Grade Pay of RGC after completion of 10 yrs of service from Grade pay Rs. 2000 to Rs. 2400 for the employees of the University.

The State Govt of Uttarakhand vide Go No. 589(1)/XXVII (&) 40(IX)/2011 dated 1st July 2013 has made the provision for ignorance of Grade pay of Rs. 2000/ for the purpose of Financial upgradation under ACP Scheme applicable w.e.f. 01.9.2008. As per provision of the above rule the next higher grade pay under ACP scheme will be Rs. 2400 ignoring grade pay of Rs. 2000.

In view of above GO of the state, 18 of the employees (as per list annexed) have upgraded to Grade pay of Rs. 2400 from Rs. 2000. Many of the employees in spite of serving 9 years of service (nearly 50) under the state University debarred from getting the up gradation to Rs. 2400. Considering the above GO of the State Govt and also considering the fact that some of the employees have been upgraded to Rs. 2400 Grade pay, it is proposed that the above benefit may be extended to such employees (RGC) of the University, those who have served nine years of service before up-gradation to Central University.

All the above category of employees have given their undertaking to avail this benefit on notional basis.

The Committee may consider for one time notional enhancement of Grade Pay of RGC after completion of 10 yrs of service from Grade pay Rs. 2000 to Rs. 2400 for the employees of the University. **(Annexure-14)**

RESOLUTION

The committee directed the university to refer the matter to the UGC.

Agenda Item No. AO-11-2: To consider provision of Academic Foreign Tour for the Vice Chancellor from the internal receipt of the University.

Quite often Vice Chancellor is invited to attend seminar /conferences/academic programmes and has to visit abroad in order to sign MoU or explore the possibility of meaningful academic exchange and research collaborations. However, he is not able to undertake such visit, because there is no financial provision for this specific purpose.

It is therefore proposed that a provision may be made for extending financial assistance from the internal resource of the university for Vice Chancellor twice in a year.

RESOLUTION

The item was withdrawn on the request of the Chairperson.

Agenda Item No. AO-11-3: Purchase of vehicle (utility) for HAPPRC to facilitate research work from the past savings of the earnings of the Centre.

➤ *Purpose of the purchasing of Utility Vehicle:-*High Altitude Plant Physiology Research Center (HAPPRC) of the HNBGU is involved in extension oriented Research and Developmental (R&D) work for the welfare of people of the region. In connection to this the Centre has established three field stations/Herbal Gardens (Tungnath, 3400 m asl; Pothibasa, 2200 m asl&Lamkundi, 1200 m asl) where propagation, multiplication and conservation based R & D work on valuable medicinal and aromatic plants is going on. These Stations need to be kept in constant touch and serviced regularly. To carry out the R & D work in field Stations, Centre needs to transport the planting materials etc. from headquarter (Srinagar) to the

field Stations and simultaneously from field stations to farmers fields for distribution/plantations work from time to time. The researchers/ faculty of the Centre also need to collect the research sample from different areas and brought them to field Stations/ headquarter for further investigations/ plantations.

➤ *Difficulties facing without Utility Vehicle:-* To carry out the said work, most of the time the Centre is facing great problems of transportation of planting materials/ germplasm some of which is perishable and as most of these areas are not well connected with the frequently plying public transport. Concurrently, the Centre/University have not own Utility Vehicle for the above said purpose. To smoothly carry out the work in far flung and remotely located field Stations/ Herbal gardens and maintain these Stations, one Utility Vehicle is needed to be purchased out of the funds available with the Centre that was generated for the maintenance of field Stations.

➤ *Source of Funds for Purchasing of Utility Vehicle:-* The Centre (HAPPRC) has been working on the nursery technology of the mountain tree species and alpine medicinal plants for last almost one decade. During this period the Centre generated planting materials (seeds & seedlings) through various experimental exercises. In view of growing demand for the planting materials and its proper utilization, the Centre has been selling the material (seeds & seedlings) to different organization on nominal cost basis time to time. The funds/ money generated/collected out of selling the planting materials have been regularly deposited in separate bank account (Permission of Competent Authority enclosed) for the purpose of utilization of funds in maintenance of field station or any other contingent expenses.

➤ *Funds Available for Purchasing of Proposed Utility Vehicle:-* Out of the sale of the planting materials (seeds & seedlings), about Rupees Fifteen Lakh (Rs. 15.0 lakhs) are available with



the Centre in the form of running amount and fixed deposits (Bank statement enclosed at **Annexure -15**).

- *Fund Required for Purchasing of Utility vehicle:-* On the basis of verbal inquiry from different vehicle selling companies, minimum Rupees 8.0 lakh required for the purchasing of utility vehicle.
- *Running/ Maintenance and liability of the Purchased Utility Vehicle:-* The purchased vehicle will be run and maintained by the Centre from the funds created for maintenance of field stations and running projects time to time. The driver for the vehicle will also be arranged by HAPPRC from own resources/ running projects at the Centre, so that the vehicle does not become liability of the University in any form.

RESOLUTION

Since there is complete ban on purchase of new vehicle, the Committee did not approve the proposal.

Agenda Item No. AO-11-4: To report the decision of Hon'ble High Court, Uttarakhand, Nainital regarding the payment of minimum pay in the pay band with DA to the daily wage employees.

On the writ-petition filed by 24 Daily Wage employees of the university, the Hon'ble High Court, Uttarakhand, Nainital has directed the university to grant them the minimum pay scale as per law laid down by their lordships of the Hon'ble Supreme Court in 2017 Vol 1, SCC 148 state of Punjab and others Vs. Jagjit Singh and others.

In compliance of the direction of the Hon'ble Court, the University has issued order for the payment of the minimum of the scale along with Dearness Allowance; no other allowances would be admissible. (**Annexure-16**)

The matter is submitted before the committee for report and record please.

RESOLUTION

On the request of the Chairperson, the agenda item was withdrawn.

The meeting ended with a vote of thanks to the Chair.

Note: The Final Minutes may be read along with the general observations received on the eve of the meeting through email from Shri Fazal Mehmood, Dy. Secretary (Fin), Integrated Finance Division, MHRD which is attached as a separate annexure.



(Prof. J.L. Kaul)
Vice Chancellor
Chairman



(Padmaka Mishra)
Finance Officer
Secretary

General comments of Shri Fazal Mahmood, Dy. Secretary (Fin), IFD, MHRD nominee of Joint Secretary & FA, MHRD on the Finance Committee.

- a) It should be clearly clarified / stated that the award of Civil Works is strictly as per the relevant provisions of GFRs, 2017 and CVC guide lines. Progress of "Works" should be monitored by a duly constituted "Monitoring committee" on a continuing and sustained basis, to avoid any cost and time over-runs.
- b) Also, in every Finance Committee Meeting, the University should furnish the details of the pending Audit Paras (with small description of the Audit Para) and the Action Taken to settle / liquidate the pending Paras. In case there are no Pending Audit Paras; this fact should be clearly stated as part of the agenda items for the FC meeting.
- c) Further, the University, while considering the agenda items, of FC, should strictly follow the instructions issued by MHRD vide letter No. 61-19/2015-Desk U dated 3.3.2016. Rules and regulations of Government of India and amendments / modifications issued, there under from time to time especially those relating to the GFRs, 2017, DFPRs and the Guidelines/Instructions issued by the Department of Expenditure, Central Vigilance Commission (CVC) etc may also be strictly followed. It is the sole responsibility of the University and its concerned officials viz VC, Finance Officer, Registrar etc to ensure strict compliance to the above mentioned extant rules, instructions and guidelines issued by the Government.
- d) The above comments may be brought before the members of the FC and should be suitably reflected / included in the minutes against each Agenda Points. In case it is not found possible to do so due to divergence of views; these comments should invariably be enclosed with the minutes, as a separate annexure and a clear mention to this effect should be made in the main body of the minutes, as per the statutory provisions.

This has the approval of JS&FA, MHRD.
