



सत्यमेव जयते

विश्वविद्यालय अनुदान आयोग
University Grants Commission

शिक्षा मंत्रालय, भारत सरकार

(Ministry of Education, Govt. of India)

बहादुरशाह जफर मार्ग नई दिल्ली 110002-

Bahadurshah Zafar Marg, New Delhi-110002

Phone : 011-23604438



ज्ञान-विज्ञान विभुक्तये

April, 2024

F.No.52-1/2024(CU)

The Finance Officer
Hemwati Nandan Bahuguna Garhwal University
Srinagar
Garhwal - 246174
Uttarakhand

16 APR 2024

Subject: Budget Estimates for the year 2024-2025 under Salary Head in respect of Hemwati Nandan Bahuguna Garhwal University

Sir/Madam,

I am directed to convey that an amount of **Rs.13000.00 lakhs (Rupees One Hundred Thirty Crore Only)** has been allocated to **Hemwati Nandan Bahuguna Garhwal University** under Salary head for the Financial Year 2024-25. The details of the allocation are as follows: -

(Rs. in lakhs)		
S. No.	HEAD	B.E. APPROVED BY UGC (2024-25)
1.	Faculty Salary	7500.00
2.	Non-Faculty Salary	3700.00
3.	Other Components for the items namely Leave encashment, LTC, Children Education Allowance, Retirement Benefit and Medical Reimbursement	1800.00
4.	UGC Share recommended in B.E. 2024-2025	13000.00

The above allocation of salary grants for the year 2024-2025 is subject to the following conditions: -

(WW) Grant under OH-36 should be utilized only for payment of salary of regular employees against sanctioned post and retirement benefits of employees and arrears.

(XX) Salary and wages of contractual faculty and non-faculty staff are to be paid from the grant under OH:31 and in no case the grant meant for salary of regular employees under OH:36 is utilized for this purpose.

The university may also take appropriate action on the following: -

1. The Internal Receipts (IR) like sale of prospectus, income on conduct of entrance examinations etc. are part of the Internal Receipts. Therefore, all these internal receipts should be taken into account under overall internal receipts and may not be transferred to any other head.
2. UGC has been allowing the Central Universities to use the Internal Receipts to cover up the shortfall under Non-salary expenditure (Recurring Head) with the approval of the Commission. **However, the Central Universities are advised to make serious efforts to implement the austerity measures to reduce the Recurring expenditure in view of the instructions issued by the GoI /UGC from time to time.**
3. (a) Payment of pension and pensionary benefits; (b) Salary and TA/DA etc. paid to consultants appointed under a scheme and (c) Salary / wages paid to contractual staff appointed under a scheme etc. shall be met out of funds provided under object head 31 – Grants in aid – General.
4. The vacancies available against sanctioned non-teaching positions can be filled up by the university under intimation to UGC, if the teaching to non-teaching ratio is less than 1:1.1 as prescribed by Govt. of India.
5. It is advised that university may reduce the staff engaged on contract basis or through outsource agency in order to reduce the expenditure under Recurring head. The university may make the optimum utilization of their resources on engagement of contractual employees.
6. University may incur the expenditure within the allocation as communicated by UGC and the re-appropriation from one head (viz Salary and Recurring items) to other head is not permissible under any circumstances and expenditure may not exceed the allocation / ceiling under each head.
7. University may fill up the teaching posts as per UGC Regulations on Minimum Qualification for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2018 and as amended from time to time and make serious efforts to fill up the teaching posts at the earliest.
8. University may strictly follow the University Grants Commission (Minimum Standards and Procedure for award of M.Phil./Ph.D. Degree), Regulations, 2016 and as amended from time to time..
9. University may follow the reservation policy of Govt. of India / UGC for SC/ST/OBC/EWS/PwD in appointment of teaching and non-teaching staff and for reservation in admissions.

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10. University may fill up the backlog vacancies for SC/ST/OBC/PwD at the earliest to fulfill the statutory requirement of Govt. of India.
11. University may obtain prior approval of UGC for running the courses through Distance Education otherwise running of these courses would be treated as unapproved.
12. University may not book the expenditure under salary head for those posts which were sanctioned under specific scheme i.e. Centre for Women Studies, Academic Staff College, Centre for Social Exclusion and Inclusion Policy etc. unless and until university has obtained the prior approval of UGC for merger of these posts into regular salary head. The salary expenditure of these schemes may be booked under the specific scheme only.
13. University should not create any new posts/pay scales or upgrade at its level without prior approval of UGC/Govt. of India as already communicated to all Central Universities vide UGC letter No.F.31-3/97(CU) dated 10th April, 1998.
14. University may maintain a Register of sanctioned posts (teaching and non-teaching) as communicated vide UGC letter No. F.19-15/2001(CU) dated 11th December, 2001.
15. University must ensure timely submission of the Audited Annual Accounts and Annual Reports to Ministry and also ensure the observance of the time schedule for preparation of Annual accounts and their submission to audit authorities.
16. The MHRD (now MoE) has clearly articulated the guidelines for financial management in central universities and procedure has been well laid down in the MHRD (now MoE) letter No.F.61-19/2005-Desk (U) dated 3rd March, 2016. Therefore, university may ensure that the instructions to maintain financial proprietary are strictly followed and no deviation from the procedure be allowed.
17. UGC vide its letter No.13-2/2017 (CU) dated 27th May, 2017 has sent a letter to all central universities for adoption of General Financial Rules (GFR) 2017. Therefore, university may strictly follow the General Financial Rules, 2017.
18. The University may take immediate action for its accreditation/re-accreditation by National Assessment & Accreditation Council (NAAC).
19. Universities be advised not to start the courses under School of Education / Faculty of Education / Department of Education (B.Ed, M.Ed. etc) without prior approval of the NCTE. University may start only those courses under School of Education / Faculty of Education / Department of Education which are approved by UGC and not change the nomenclature of these courses on its own.
20. All interests earned against Grants-in-Aid (other than reimbursement) released to university should be mandatorily remitted to UGC account immediately after finalization of accounts. Any interest earned out of Grants in aid should not be treated as additional funds over and above the allocation.
21. University must ensure that the Institution has implemented the EAT Module. UGC has already instructed the instructions in this regard to all Central Universities vide UGC letter No.F.17-1/2015 (FD-II) dated 26th June, 2018 and subsequently vide UGC letter No.F.9-4/2018 (CU) dated 13th July, 2018. Further, University shall send the EAT report (downloaded from PFMS portal) of their expenditure of grants received from UGC different scheme along with Utilization Certificate duly signed by the Head of the Institution.
22. Grantee Institutions of the UGC shall ensure that all payments of approved items to the beneficiary vendors shall be made only through the TSA module of PFMS and assignments received from the UGC through TSA module have to be utilized before 31st March of the year. Balance remaining unutilized at the close of the year (31st March) will lapse to the Government and hence return back in Government Account.
23. MoE vide its letter No. F.20-1/2019-CU.Cdn dated 16th June, 2020 communicated the all Central Universities that now the powers to create teaching and non-teaching posts have not been delegated to either MoE or the UGC as on date. Therefore, University may send the proposal for creation of any teaching or non-teaching posts for seeking approval of Ministry of Finance through Ministry of Education.
24. It has been observed that some of the central universities have hired more persons through outsourcing those positions approved by UGC. All the Central Universities are informed that the number of persons appointed against sanctioned number of outsourced positions should not be in excess against the number of positions approved by UGC. The expenditure on manpower through outsourcing in excess of positions sanctioned by UGC will be treated as unapproved expenditure, if there is any genuine requirement to appoint more persons on outsource basis, University may approach the UGC for prior sanction of more positions, giving full justification.

Yours faithfully,



(Dr. Mriganka Sekhar Sarma)
Deputy Secretary

Copy to:-

The Registrar
Hemwati Nandan Bahuguna Garhwal University
Srinagar
Garhwal - 246174
Uttarakhand

F.No.1-6/2024(CU)



(Dr. Mriganka Sekhar Sarma)
Deputy Secretary



University Grants Commission
शिक्षा मंत्रालय, भारत सरकार
(Ministry of Education, Govt. of India)
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Phone: 011-23604438



F.No.52-2/2024(CU)

April, 2024

The Finance Officer
Hemwati Nandan Bahuguna Garhwal University
Srinagar
Garhwal - 246174
Uttarakhand

16 APR 2024

Subject: Budget Estimates for the year 2024-25 under Recurring Head in respect of Hemwati Nandan Bahuguna Garhwal University

Sir/Madam,

I am directed to convey that an amount of **Rs.4800.00 (Rupees Forty Eight Crore Only)** has been allocated to **Hemwati Nandan Bahuguna Garhwal University** under Recurring head for the Financial Year 2024-25. The details of the allocation are as follows: -

(Rs. in lakhs)

S.No.	HEAD	B.E. APPROVED BY UGC (2024-25)
1.	Pension including Pensionary Benefits namely Contribution to Pension Fund and New Pension Scheme.	3700.00
2.	Non-Salary Items	800.00
3.	Non-NET Fellowships	300.00
4.	UGC Share recommended in B.E. 2024-25	4800.00

The university may also take appropriate action on the following: -

1. The Internal Receipts (IR) like sale of prospectus, income on conduct of entrance examinations etc. are part of the Internal Receipts. Therefore, all these internal receipts should be taken into account under overall internal receipts and may not be transferred to any other head.
2. UGC has been allowing the Central Universities to use the Internal Receipts to cover up the shortfall under Non-salary expenditure (Recurring Head) with the approval of the Commission. **However, the Central Universities are advised to make serious efforts to implement the austerity measures to reduce the Recurring expenditure in view of the instructions issued by the GoI /UGC from time to time.**
3. (a) Payment of pension and pensionary benefits; (b) Salary and TA/DA etc. paid to consultants appointed under a scheme and (c) Salary / wages paid to contractual staff appointed under a scheme etc. shall be met out of funds provided under object head 31 – Grants in aid – General.
4. The vacancies available against sanctioned non-teaching positions can be filled up by the university under intimation to UGC, if the teaching to non-teaching ratio is less than 1:1.1 as prescribed by Govt. of India.
5. It is advised that university may reduce the staff engaged on contract basis or through outsource agency in order to reduce the expenditure under Recurring head. The university may make the optimum utilization of their resources on engagement of contractual employees.
6. University may incur the expenditure within the allocation as communicated by UGC and the re-appropriation from one head (viz Salary and Recurring items) to other head is not permissible under any circumstances and expenditure may not exceed the allocation / ceiling under each head.
7. University may fill up the teaching posts as per UGC Regulations on Minimum Qualification for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2018 and as amended from time to time and make serious efforts to fill up the teaching posts at the earliest.

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8. University may strictly follow the University Grants Commission (Minimum Standards and Procedure for award of M.Phil./Ph.D. Degree), Regulations, 2016 and as amended from time to time.
9. University may follow the reservation policy of Govt. of India / UGC for SC/ST/OBC/EWS/PwD in appointment of teaching and non-teaching staff and for reservation in admissions.
10. University may fill up the backlog vacancies for SC/ST/OBC/PwD at the earliest to fulfill the statutory requirement of Govt. of India.
11. University may obtain prior approval of UGC for running the courses through Distance Education otherwise running of these courses would be treated as unapproved.
12. University may not book the expenditure under salary head for those posts which were sanctioned under specific scheme i.e. Centre for Women Studies, Academic Staff College, Centre for Social Exclusion and Inclusion Policy etc. unless and until university has obtained the prior approval of UGC for merger of these posts into regular salary head. The salary expenditure of these schemes may be booked under the specific scheme only.
13. University should not create any new posts/pay scales or upgrade at its level without prior approval of UGC/Govt. of India as already communicated to all Central Universities vide UGC letter No.F.31-3/97(CU) dated 10th April, 1998.
14. University may maintain a Register of sanctioned posts (teaching and non-teaching) as communicated vide UGC letter No.F.19-15/2001(CU) dated 11th December, 2001.
15. University must ensure timely submission of the Audited Annual Accounts and Annual Reports to Ministry and also ensure the observance of the time schedule for preparation of Annual accounts and their submission to audit authorities.
16. The MHRD (now MoE) has clearly articulated the guidelines for financial management in central universities and procedure has been well laid down in the MHRD (now MoE) letter No.F.61-19/2005-Desk (U) dated 3rd March, 2016. Therefore, university may ensure that the instructions to maintain financial propriety are strictly followed and no deviation from the procedure be allowed.
17. UGC vide its letter No.13-2/2017 (CU) dated 27th May, 2017 has sent a letter to all central universities for adoption of General Financial Rules (GFR) 2017. Therefore, university may strictly follow the General Financial Rules, 2017.
18. The University may take immediate action for its accreditation/re-accreditation by National Assessment & Accreditation Council (NAAC).
19. Universities be advised not to start the courses under School of Education / Faculty of Education / Department of Education (B.Ed, M.Ed. etc) without prior approval of the NCTE. University may start only those courses under School of Education / Faculty of Education / Department of Education which are approved by UGC and not change the nomenclature of these courses on its own.
20. All interests earned against Grants-in-Aid (other than reimbursement) released to university should be mandatorily remitted to UGC account immediately after finalization of accounts. Any interest earned out of Grants in aid should not be treated as additional funds over and above the allocation.
21. University must ensure that the Institution has implemented the EAT Module. UGC has already instructed the instructions in this regard to all Central Universities vide UGC letter No.F.17-1/2015 (FD-II) dated 26th June, 2018 and subsequently vide UGC letter No.F.9-4/2018 (CU) dated 13th July, 2018. Further, University shall send the EAT report (downloaded from PFMS portal) of their expenditure of grants received from UGC different scheme along with Utilization Certificate duly signed by the Head of the Institution.
22. **Grantee Institutions of the UGC shall ensure that all payments of approved items to the beneficiary vendors shall be made only through the TSA module of PFMS and assignments received from the UGC through TSA module have to be utilized before 31st March of the year. Balance remaining untillized at the close of the year (31st March) will lapse to the Government and hence return back in Government Account.**
23. MoE vide its letter No. F.20-1/2019-CU.Cdn dated 16th June, 2020 communicated the all Central Universities that now the powers to create teaching and non-teaching posts have not been delegated to either MoE or the UGC as on date. Therefore, University may send the proposal for creation of any teaching or non-teaching posts for seeking approval of Ministry of Finance through Ministry of Education.
24. It has been observed that some of the central universities have hired more persons through outsourcing those positions approved by UGC. All the Central Universities are informed that the number of persons appointed against sanctioned number of outsourced positions should not be in excess against the number of positions approved by UGC. The expenditure on manpower through outsourcing in excess of positions sanctioned by UGC will be treated as unapproved expenditure, if there is any genuine requirement to appoint more persons on outsource basis, University may approach the UGC for prior sanction of more positions, giving full justification.

Yours faithfully,


(Dr. Mriganka Sekhar Sarma)
Deputy Secretary

Copy to:-
The Registrar
Hemwati Nandan Bahuguna Garhwal University
Srinagar
Garhwal - 246174
Uttarakhand

F.No.1-6/2024(CU)


(Dr. Mriganka Sekhar Sarma)
Deputy Secretary



विश्वविद्यालय अनुदान आयोग
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Bahadurshah Zafar Marg, New Delhi-110002
Phone : 011-23604438/ 23604308



F. No. F.1-3/2024 (CU)

April, 2024

The Finance Officer
Hemwati Nandan Bahuguna Garhwal University
Srinagar, Garhwal -246 174
Uttarakhand

01 MAY 2024

Subject: Annual Allocation under Capital Assets (OH-35) Head for the year 2024-25 regarding.

Sir/Madam,

I am directed to convey that on the basis of the recommendations of the Allocation Committee, constituted by UGC and with due approval of the Competent Authority at the UGC, an amount of **Rs.800.00 lakhs** has been allocated to **Hemwati Nandan Bahuguna Garhwal University, Srinagar, Garhwal -246 174** under Capital Assets (OH-35) Head for the financial year 2024-25. Details of allocation are as follows:

(Rs. in lakhs)		
S. No.	Name of the Heads / Items	Amount approved by UGC
1	Books / Journals	800.00
2	ICT enabled infrastructure for online learning and content development and procurement of e-resource (perpetual)	
3	Small Equipment/laboratories	
4	Campus Development	
5	Others infrastructure including furniture & fixture	
	Total	800.00

The University should take the following points into account while utilizing the grants:

1. The allocated grant may be distributed by the University at its own level under the above-mentioned sub-heads/items (from 01 to 05) as per its requirements and utilize the grant accordingly.
2. The University may not initiate works / projects such as approach road, water pipe-line, electric sub-station etc. which are the responsibilities of the State Government. In this regard, the University may take up the matter with the concerned State Government/Central Government/UGC, as the case may be.
3. UGC vide its letter No.F.13-2/2017 (CU) dated 27th May, 2017 instructed all Central Universities for adoption of General Financial Rules (GFR) 2017. Therefore, the University should follow the General Financial Rules, 2017

4. Central Vigilance Commission (CVC) vide its letter No.011/VGL/014 dated 11th February, 2011 circulated the instructions on "Transparency in Tendering System" and No.01-11-CTE-SH-100 dated 17.02.2011 regarding "Mobilization - Advance". Construction works, undertaken by the University should strictly be as per General Financial Rules, 2017 and CVC instructions, issued from time to time.
5. MHRD (now MoE) has issued the guidelines for financial management in Central Universities, and procedure has been well laid down in the MoE letter No.F.61-19/2005-Desk (U) dated 3rd March, 2016. The University should ensure that the instructions to maintain financial propriety are strictly followed and no deviation from the procedure be allowed.
6. The University may follow the reservation policy of Govt. of India/UGC for SC/ST/OBC/EWS/PwBD in appointment of teaching and non-teaching staff; and for reservation in admissions, Central Educational Institutions (Reservation in Admission) Act 2006 and as amended in 2012, may be followed.
7. The University may fill up the backlog vacancies for SC/ST/OBC/EWS/PwBD at the earliest to fulfil the statutory requirements of Govt. of India.
8. All statutory posts should be filled by appointment through Selection Committee as per UGC Regulations.
9. The University may fill up the teaching posts as per UGC Regulations on Minimum Qualification for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2018 as amended from time to time and make serious efforts to fill up the teaching posts at the earliest.

The University is also requested to ensure proper and timely utilization of the grant, to avoid unnecessary audit objections and pull back of grant by RBI (in TSA). The release of grant would depend on the availability of funds, pace of expenditure by the University and timely submission of utilization certificate / statement of expenditure.

Yours faithfully,



(Mriganka Sekhar Sarma)
Deputy Secretary

Copy to:

1. The Registrar, Hemwati Nandan Bahuguna Garhwal University, Srinagar, Garhwal - 246 174, Uttarakhand
2. F. No. 52-3/2024 (CU)