

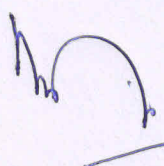
**Minutes of the 46th Meeting of the Finance Committee of
Assam University held on 17 November 2017 at 11.00 AM
at AIU, New Delhi**

The following were present:

1. Prof. Dilip Chandra Nath - Chairman
Vice-Chancellor, Assam University
2. Prof. Sivasish Biswas - Member
Pro Vice-Chancellor, Assam University Diphu Campus
3. Mr. S.K. Ghildiyal, Dy. Secretary to GoI (CU&L), MHRD - Member
[Nominee of AS (CU&L), MHRD, GoI (Visitor's Nominee)]
4. Mr. Fazal Mahmood, Dy. Secretary to GoI (Fin), MHRD - Member
[Nominee of JS and FA, MHRD, GoI (Visitor's Nominee)]
5. Mr. V. Talreja, Section Officer (CU), UGC - Member
[Representative of JS (CU), UGC (Visitor's Nominee)]
6. Sri Bishnu Chakraborty - Member
Finance Officer, K.K. Handique State Open University,
Guwahati
7. Prof. Nagendra Pandey - Member
Dean, School of Earth Sciences, Assam University, Silchar
8. Dr. Sanjib Bhattacharjee - Permanent Invitee
Registrar, Assam University
9. Prof. Samira Behera (SC/ST Representative, AUS) - Special Invitee
Professor, Dept. of Mathematics, Assam University, Silchar
10. CMA Dr. B.B. Mishra - Ex-officio Secretary
Finance Officer, Assam University

The comments on the agenda items of the 46th meeting of the Finance Committee of Assam University received from the Under Secretary to the Govt. of India, MHRD, Dept. of Higher Education dated 8th November, 2017 issued with the approval of AS (CU&L), MHRD, GoI and the comments received from the Under Secretary to the Govt. of India, IFD, Dept. of Higher Education, MHRD with the approval of JS & FA, MHRD, GoI on dated 16th November, 2017 were placed by the Secretary, Finance Committee, Assam University before the

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Finance Committee and the members noted the comments and put on record.

The Vice-Chancellor assured that the observations of the Ministry will be strictly followed by the University in true letter and spirit.

Item No. FC: 46/01: Welcome and Opening Remarks by the Vice-Chancellor, Assam University.

Prof. Dilip Chandra Nath, Vice-Chancellor, Assam University and Chairman, Finance Committee welcomed all the members for attending the meeting. At the outset, Chairman introduced Mr. Bishnu Chakraborty, Finance Officer, K.K. Handique State Open University, Guwahati being the new Member of the Finance Committee of Assam University as EC Nominee. The Chairman in his remarks sought guidance from all the members for all round development and growth of the University. He requested the Secretary, Finance Committee to initiate the proceedings as per the agenda items.

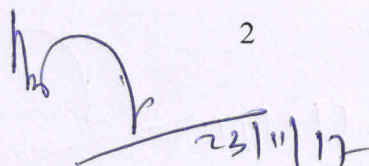
Item No. FC: 46/02: Confirmation of the Minutes of the 45th meeting of the Finance Committee of the University held on June 27, 2017.

The copy of the Minutes of the 45th meeting of the Finance Committee of the University held on June 27, 2017 was circulated to all the members vide letter No. AUF/686/FC-45/2017-18/940, dated 30th June, 2017. In response to the Minutes circulated, Deputy Secretary to Govt. of India, MHRD, Integrated Finance Division, New Delhi in his letter vide F.No. 9-9/2017-IFD, dtd. 5th July, 2017 with the approval of JS&FA, MHRD intimated that "the minutes have been gone through and are found to be in order except for item No. FC: 45/10 where the minutes may be revised as under:

"The proposal should be strictly as per the UGC guidelines".

Considering the above revision as suggested by the Integrated Finance Division, MHRD, the Minutes may kindly be confirmed.

Resolution: The members of the Finance Committee perused the observations of the Deputy Secretary to the Govt. of India, IFD, MHRD.

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Considering the compliances made by the University to strictly follow the honorarium pattern provided by the UGC in their O.M. No. F.21-1/2015 (FD-I/B), dated 29th July, 2015 (UGC guidelines), the Committee perused and confirmed the Minutes of the 45th meeting of the Finance Committee of the University held on June 27, 2017.

Item No. FC: 46/03: Action Taken Report of the 45th Meeting of the Finance Committee of the University.

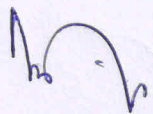
Action Taken Report of the 45th meeting of the Finance Committee of the University held on June 27, 2017 were placed for information and necessary review.

Resolution: The Action Taken Reports on the Minutes of the 45th meeting of the Finance Committee of the University held on June 27, 2017 were perused and noted by the Members of the Finance Committee.

Item No. FC: 46/04: Recommendation for approval of the Minutes of the 88th meeting of the Building Committee of Assam University held on October 25, 2017.

The UGC in D.O.No. F.1-3/2017(CU), dtd. 21.09.2017 of JS, UGC communicated the approval for allocation for the building projects, etc. under Capital Assets as below:

A.	For New Building Projects	Amount Allocated (Rs. in Lakhs)
(i)	100 bedded Boys' Hostel including furniture at Silchar Campus	800.00
(ii)	100 bedded Girls' Hostel including furniture at Silchar Campus	800.00
(iii)	100 bedded Boys' Hostel including furniture at Diphu Campus	900.00
B.	Campus Development	200.00
C.	Other Infrastructure	100.00


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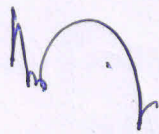
Considering the above allocation, the Building Committee in its 88th meeting held on 25th October 2017 recommended the new construction proposals mentioned at "A" above for the year 2017-18 for which Abstract Cost Estimates & Rate Conformity Certificates placed for kind perusal of the members of the Finance Committee and consideration for recommendation to the Executive Council for approval.

Further, considering the allocation of Campus Development and Other Infrastructure for the year 2017-18, the recommendations of the Building Committee of Assam University in its 88th meeting held on October 25, 2017 placed for kind recommendation for approval of the Executive Council.

Resolution: The Members examined the proposals contained in the minutes of 88th meeting of the Building Committee of Assam University held on 25th October, 2017 and observed that the Abstract of Cost of the new Building Projects viz. (i) 100 bedded Boys' Hostel including furniture at Silchar Campus (ii) 100 bedded Girls' Hostel including furniture at Silchar Campus and (iii) 100 bedded Boys' Hostel including furniture at Diphu Campus were having the Cost of Development of Site & Bulk Services as well as the cost of Architect's Fee, even the projects were recommended to be executed by CPWD. Considering the wrong reflection of estimates of the above three new projects, the Committee resolved that the Abstract of Costs should be re-worked, based on the estimates of CPWD and to be placed before the Building Committee for necessary recommendations to the next Finance Committee.

Subject to above, other recommendations of the Minutes of 88th meeting of the Building Committee of Assam University were recommended to the Executive Council of Assam University for approval and its execution on time bound manner. The award of "Civil Works" should strictly as per the relevant provisions of GFRs, 2017 and related CVC guidelines.

Further, the members opined that expenditure on the projects should be subjected to the availability of funds and allocation of funds. No Project should be taken up without proper financial allocation and availability of funds and


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efforts should be made to get the projects completed in time.

It was also unanimously decided that the works recommended by the Building Committee viz. (i) Extension of Canteen at AU Diphu Campus, (ii) Construction/Renovation of Internal Road at AU Diphu Campus, (iii) Development of existing RCC Ring Well near AUDC Lake along with providing Pipe Lines from Ring Well to Admn Building at AU Diphu Campus should be awarded to CPWD considering the feasibility of the site.

Item No. FC: 46/05: Recommendation for approval of compliances of the Separate Audit Report of the Comptroller and Auditor General of India on the Accounts of the University for the financial year 2016-17.

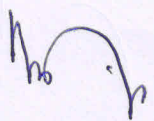
The Comptroller and Auditor General of India has conducted the audit of the Accounts of the University for the financial year 2016-17 under Section 19(2) of the Comptroller and Auditor General's (Duties, Powers and Conditions of Service) Act, 1971 read with Section 31(1) of Assam University Act, 1989. The University has submitted the compliances to the Draft Separate Audit Report on the Accounts of the University for the financial year 2016-17 to the Director General of Audit, Central, Kolkata. The C&AG have submitted the Separate Audit Report on the Accounts of the Assam University for the financial year 2016-17 and Management Letter which were placed in the meeting.

The compliances of the SAR and Management Letter of the C&AG on the Accounts of the Assam University for the year 2016-17 were placed respectively in the meeting for approval.

Resolution: The members discussed the C&AG Audit Para in detailed and approved the compliances of the University on the Separate Audit Report (SAR) for the year ended 31st March 2017 with the following observations:

- (i) As regards to the transfer of Pension Fund of Rs. 4.98 crore created out of the UGC grant and transferring to the University Capital Fund in the Books of Account of the University, it is opined by the DS, IFD,

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MHRD that UGC will take necessary action in this matter.

- (ii) As opined by the Audit, University should strengthen the internal control system by appointing the Internal Audit Officer at the earliest and detail Audit Programmes fortnightly-monthly vis-à-vis department wise should be made for making the internal audit on concurrent basis/pre-audit basis.
- (iii) The Annual Accounts are being maintained properly and the comments of UGC and IFD, MHRD should be taken on record. Efforts should be made, so that the Audited Annual Accounts & Reports are laid in Parliament in time.

Item No. FC: 46/06: Review of details of the pending C&AG Transaction Audit Paras and the Action Taken to settle/liquidate the pending Paras.


As advised by the IFD MHRD, the details of the Transaction Audit Paras for the current year 2016-17 placed and the Action Taken (with small description of the Audit Paras) to settle/liquidate the pending paras are placed for review by the members of Finance Committee.

The previous years pending C&AG Transaction Audit Paras as on 31.03.2016 are placed and the action taken on such Paras for review by the members of Finance Committee.

Resolution: The members discussed the C&AG Inspection Audit Paras and the compliances of the University in detailed and resolved/suggested the followings:

- (i) Efforts should be made by the University on time bound manner to settle/liquidate the Audit Paras on priority basis.
- (ii) University should take necessary action as per rules and in case of proven act of gross irregularities, University should fix responsibilities and make recoveries forthwith, wherever necessary and the compliances

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should be submitted to C&AG under intimation to UGC and MHRD.

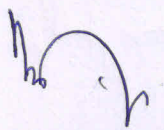
- (iii) Action should be initiated for the Audit Paras referred to PAC and referred by the Ministry to the University on priority basis on time bound manner and also compliances should be submitted to C&AG under intimation to MHRD and UGC.
- (iv) Considering the serious C&AG observations, the Committee resolved that University should constitute a Standing Audit Committee (SAC) under the Chairmanship of the Vice-Chancellor with the members like Registrar, Finance Officer, Executive Engineer, Estate Officer and other related officers as deemed appropriate. The Committee should meet every month and progress should be reviewed for settlement of Audit Paras.
- (v) University should also initiate action against officers responsible for the serious lapses in furnishing remedial/corrective ATNs on Audit Paras. A system of fixing responsibility for serious lapses be put in place by the University.

Item No. FC: 46/07: 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 plan 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 campus. The statement of progress of ongoing building projects is placed for necessary review.

Resolution: The Members examined and perused the statement of progress of ongoing building projects with the following observations:

- (i) The Finance Committee noted that the physical progress of work was not monitored by the duly constituted Monitory Committee as suggested by the Finance Committee in its 45th meeting held on 27th June 2017 vide Agenda


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Item No. FC:45/03 and therefore, the Finance Committee seriously dissatisfied the activity of the management and reiterated that progress of the "Works" should be monitored by a duly constituted "Monitoring Committee" on a continuing and sustained basis, to avoid any cost and time over-runs.

- (ii) University should make efforts to start construction works for the approved building works for the year 2017-18 on time bound manner. The review of works with CPWD should be made on fortnight basis, so that the work awarded for the year 2017-18 should be completed by March 2018.

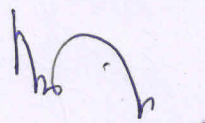
Item No. FC: 46/08: Utilization of XII Plan expenditure - An overview of the financial position of the University as on 30.09.2017.

The utilization of XII Plan expenditure head-wise and year-wise showing an overview of the financial position of the University as on 30.09.2017 is placed for perusal of the Committee.

Resolution: After detailed discussion, the Finance Committee perused and recommended the utilization of XII Plan expenditure as on 30.09.2017 prepared in accordance with format provided by UGC to the Executive Council for approval.


Item No. FC: 46/09: Approval for Revised Budget Estimates for the financial year 2017-18 (under the head Salary & Recurring) of the University.

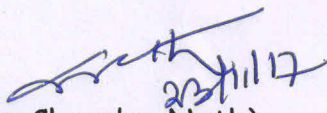
The Revised Budget Estimates for the financial year 2017-18 (under the head Salary & Recurring) of the University as required by the UGC in the prescribed format has since been submitted to UGC vide letter no. AUF/887/UC/2017-18, dated 24th October, 2017. The said Revised Budget Estimates for the financial year 2017-18 (under the head Salary & Recurring) of the University is placed for information and approval of the Committee.


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Resolution: The Finance Committee recommended the Revised Budget Estimates (RE) for the financial year 2017-18 (under the head Salary & Recurring) of the University to the Executive Council for approval subject to availability of funds with UGC.

The meeting ended with vote of thanks to the Chair.


(CMA Dr. B.B. Mishra)
Ex-Officio-Secretary
Finance Committee
Assam University, Silchar
वित्त अधिकारी
Finance Officer
असम विश्वविद्यालय, सिलचर
Assam University, Silchar


(Prof. Dilip Chandra Nath)
Chairman
Finance Committee
Assam University, Silchar
कुलपति
Vice-Chancellor
असम विश्वविद्यालय, सिलचर
Assam University, Silchar
