

**MINUTES OF THE SIXTH MEETING OF THE  
FINANCE COMMITTEE OF INFLIBNET CENTRE**

The sixth meeting of the Finance Committee of the INFLIBNET Centre was held at the INFLIBNET Centre, Ahmedabad on 19<sup>th</sup> December, 2000 at 0930 hrs. Following persons were present:

**In the Chair:**

Shri Pramod Kumar, Director, INFLIBNET Centre

**Members Present:**

Dr. R.P.Gangurde	Additional Secretary, UGC
Dr. T.A.V.Murthy	Librarian, CIEFL, Hyderabad
Shri S.M.Salgar	Scientist "G", INFLIBNET Centre
Shri C.K.Shah	Admn. Officer-III, INFLIBNET Centre and non-member Secretary to FC

**Invitees:**

Dr.P.Prakash	Dy. Secretary, UGC
Shri D.P.Negi	Admn. Officer-II, INFLIBNET Centre

**Following member could not attend the meeting :**

Shri O.P.Nigam, FA, UGC

The deliberations on various agenda items are summarised below:

**AGENDA ITEM No. 1: Chairman's Remarks**

In absence of the Chairman of GB, Shri Pramod Kumar, Director of the Centre, chaired the meeting of this Finance Committee as per the provisions of MOA.

He welcomed the members and invitees to the meeting.



**AGENDA ITEM No. 2: Confirmation of minutes of the 5<sup>th</sup> Meeting of F.C.**

It was pointed out that no Action Taken Report, as a sequel to the last meeting, was enclosed with the agenda papers. INFLIBNET informed that this report was given in agenda papers for GB. It was suggested that this report pertaining to actions arising out of FC meeting should be enclosed with FC agenda papers, even if it is given in GB agenda papers. INFLIBNET agreed to do so in future.

Certain suggestions were given for preparing minutes which have been noted for future action.

Regarding the accounting system, Committee felt that INFLIBNET is following double entry system of accounts, which is not being followed other IUCs. INFLIBNET Centre agreed to follow the suggestions and present the INFLIBNET Centre's Accounts as done by other IUCs in future.

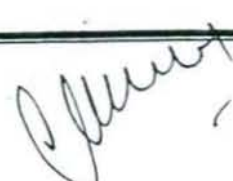
**AGENDA ITEM No. 3 : Presentation of Audited Accounts for FY 1999-2000**

Following suggestions were made by the committee :

1. Committee advised that in the certificate given by the auditors, remark at line-H "There is no amount outstanding for more than a year", should not be put. It was pointed out that this is a requirement and standard clause of audit check in accordance with provisions of Bombay Trust Act. 1951 under which Centre is registered. It will be discussed with auditor of the Centre.
2. Discussion took place on item "Advances Recoverable" given in the Balance sheet, under "Assets & Properties" on page 9 and under "Schedule 8" on page 17. It was pointed out that LTC advance is not recoverable and should not be shown under Advances recoverable. INFLIBNET took note of this suggestion for future.



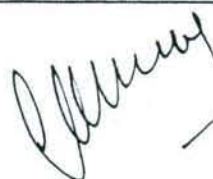
3. Discussion took place on item "Sundry Deposits" given in the Balance sheet, under 'Assets & Properties" on page 9 and under "Schedule 9" on page 18. Committee was of the view that Time Deposits are not sundry deposits and should not be shown under Sundry Deposits. Time Deposits should be shown separately. INFLIBNET took note of this suggestion and agreed to make separate statement in Accounts in future.
4. Committee felt that the title " Represented by Funds & Liabilities" given in the Balance Sheet on page 9 was not proper. It should be "Funds & Liabilities". INFLIBNET agreed to follow this suggestion in future.
5. Discussion took place on expenditure shown against "Building Maintenance" given in Schedule No.1 on page 10. INFLIBNET explained that this expenditure pertained to maintenance work carried out by the Centre on office buildings, hostel buildings etc. some members enquired that since these premises were taken on rent by INFLIBNET, the maintenance work should be carried out by the Gujarat University and not by INFLIBNET. It should be part of contract agreement drawn at the time of hiring the premises. INFLIBNET told that no such agreement was drawn and the buildings were old requiring frequent maintenance. Gujarat University/ Ahmedabad Education Society which have given these flats collect service charges and they are not in a position financially to carry out these repairs.. INFLIBNET is therefore forced to spend money on minimum essential maintenance of official premises.
6. Regarding "Pay & Allowances" given in Schedule 2 on page 11 and "Details of Salary & Wages" given in annexure to Schedule 2 on page 13, Committee noted that aggregate figure was shown against salaries. It was suggested that salaries should be shown category wise. This will needs changes in the software for payroll programmes as well as Financial Accounting Software. However, Centre agreed to modify the programme as per the suggestion given by the Committee for future.



7. Discussion took place on "Office Expenses" given under Schedule 2 on page 11. Committee wanted to know about expenditure incurred against "Cosmetic Maintenance" and also felt that this nomenclature was not proper and needs to be changed. Committee was informed that this expenditure pertained to Cosmetic up-keep i.e. washing of curtains of office, Guest house and Hostel and cleaning of official premises etc.
8. Discussion also took place regarding rent being paid by the Centre for Director's residence cum office. Committee wanted to know if UGC's approval was taken regarding providing residence to the Director and the amount of rent to be paid. INLIBNET informed that approval of Chairman, GB was taken.
9. Some of the members of FC enquired about the facilities provided to the Director. It was clarified that the facilities provided are as per the service conditions mentioned in his appointment letter and the provisions made in service condition under article 1.3 of IUCAA's Bye-laws applicable at the time of his appointment as Director.
10. Committee noted that an amount of about Rs. 18.02 crores, given by the UGC for VSAT Project, was lying with INFLIBNET for more than a year. Centre clarified that the VSAT contract was not finalized and the funds received under this head for VSAT project have been invested in a nationalized bank and it will be dealt with according to further instructions from UGC.

**AGENDA ITEM No. 4 : Replies furnished to IAW of UGC regarding audit queries**

Committee felt that replies furnished to audit queries did not serve any purpose as IAW's response to these replies was not available. It suggested that in future only the final report of the IAW be placed before the FC.



**AGENDA ITEM No. 5 : Approval of RE for FY 2000 – 2001 and BE for FY 2001-2002**

FC went through the projections of the Centre in respect of RE for F.Y.2000-2001 and BE for FY 2001-2002 as suggested under different heads in the budget document. Following budget was recommended for approval.

Revised Estimates for FY 2000-2001:

Plan : Rs. 60 lakhs

Non-plan : Rs. 190 lakhs

Budget Estimates for FY 2001-2002

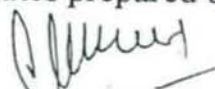
Plan : Rs. 60 lakhs

Non-plan : Rs. 225 lakhs

Members noted that only one meeting of FC could be held last year against two meetings required as per MOA and Rules. INFLIBNET agreed to ensure that the requirement is met in future.

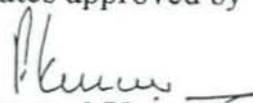
The meeting ended with thanks to the Chair.

Minutes prepared by

  
(C.K.Shah)

Non-member Secretary, FC

Minutes approved by

  
(Pramod Kumar)  
Pro tem Chairman, FC

**SIXTH MEETING OF THE FINANCE COMMITTEE  
OF INFLIBNET CENTRE HELD ON 19.12.2000 AT  
09.30 A.M. AT AHMEDABAD.**

Name	Signature
Dr. R. P. Gangurde	<u>rp gangurde 19.12.2000</u>
Dr. T.A.V. Murthy	<u>T.A.V. Murthy 19.12.2000</u>
Shri Pramod Kumar	_____
Shri S. M. Salgar	<u>S.M. Salgar</u>
Shri O. P. Nigam	_____