

**INFLIBNET Centre, Gandhinagar-382007, Gujarat**  
**(An Inter-University Centre of UGC)**

**Minutes of the 35<sup>th</sup> Meeting of the Finance Committee**  
**held on 21<sup>st</sup> December, 2021**

21<sup>st</sup> December, 2021

The following members were present in the Finance Committee:

1.	Prof Yogesh Singh	Hon'ble Chairman, Finance Committee of INFLIBNET Centre and Vice Chancellor, Delhi University, Delhi
<b>Members</b>		
2	Prof J P Singh Joorel	Director, INFLIBNET Centre
2.	Prof Kamlesh P Joshipura	Nominee Governing Board
3.	Shri P K Thakur	Financial Advisor, UGC
4.	Dr Manju Singh	Joint Secretary, Bureau Head, IUC, UGC
5.	Mr Yatrik R Patel	Scientist E (CS), INFLIBNET Centre
6.	Mrs Neha Sharma	Administrative Officer (F) & Non-Member Secretary
7.	Mr Harish Chandra	Administrative Officer (P&A)- Special Invitee
8.	Mr Ankur Parikh	Office Assistant –II (Accounts)- Special Invitee

Prof Rajnish Jain, Secretary, University Grants Commission could not join the meeting due to his prior engagement.

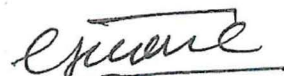
The 35<sup>th</sup> Meeting of the Finance Committee commenced with a warm welcome to all the Members of the Finance Committee by Prof Yogesh Singh, Hon'ble Chairman of the Finance Committee and by Prof J P Singh Joorel, Director INFLIBNET Centre.

Thereafter, Mr Harish Chandra, Administrative Officer (P&A) presented the following Agenda Items:

**35.1 Confirmation of the Minutes of the 34<sup>th</sup> Meeting of the Finance Committee held on 18<sup>th</sup> August, 2021**

The Minutes of the 34<sup>th</sup> Meeting of the Finance Committee held on 18<sup>th</sup> August, 2021 were confirmed as circulated since no comments were received from the members.

**Confirmed.**



**35.2 Action Taken on the Decisions Made during the 34<sup>th</sup> Meeting of the Finance Committee held on 18<sup>th</sup> August, 2021**

35.2.1 Confirmation of the Minutes of the 33<sup>rd</sup> Meeting of the Finance Committee held on 21<sup>st</sup> December, 2020.

**Already confirmed and reported.**

35.2.2 Action taken on the decisions made during the 33<sup>rd</sup> Meeting of the Finance Committee of the INFLIBNET Centre.

**Reported in the 34<sup>th</sup> Meeting of the Finance Committee.**

35.2.3 The Audited Annual Accounts for the F. Y. 2020-2021 sent to CAG and UGC for audit.

**The CAG audit has been done.**

35.2.4 Audit Report & Replies to the CAG Audit for the Financial Year 2019-20.

**Updated replies sent to the CAG office Ahmedabad.**

35.2.5 Updated Audit Replies to the CAG Audit for the F.Y. 2015-2016 to 2018- 2019.

**Suitable replies sent to the CAG office Ahmedabad.**

35.2.6 Appointment of Statutory Auditors for the year 2021-2022

**M/s Dhirubhai Shah & Company LLP, Ahmedabad have been appointed.**

35.2.7 Change of Method of Depreciation & Rate.

**Implemented from the current year that is from 2021-22.**

35.2.8 Provision for the retirement benefits.

**Provision have been made as per the Actuarial Valuation report for gratuity, leave encashment and pension which is ₹16,58,71,755/-.**

35.2.9 Coverage Under CCS (Pension) Rules, 1972 in place of NPS of those Central Government Employees Whose Selection for Appointment was Finalized Before 01.01.2004 but Who Joined Government Service on or After 01.01.2004 – Case of Shri Manoj Kumar K., Scientist-E(CS).


**Implemented.**

- 35.2.10 Writing off of the obsolete and unserviceable items of the purchase value Rs 67,37,052.87 and book value 62,714.20.

**Completed, order issued to H1.**

- 35.2.11 Writing off of the old car.

**The revised upset price report has been received from Superintending Engineer R & B Dept Govt. of Gujarat for further necessary action.**

- 35.2.12 Payment of DA, DR and Enhancement of HRA.

**Implemented as per GoI orders.**

**35.3 Revised Budget Estimates for the F. Y. 2021-2022 and Budget Estimates for the F. Y. 2022-23**

The Finance Committee after brief discussions and deliberations approved the following Revised Budget Estimates for the F. Y. 2021-2022 and Budget Estimates for the F. Y. 2022-23. The Committee further opined that the expenses on repairs of the building, Centre may accordingly book the expenses of the building maintenance in the appropriate head 31(maintenance) or 35 (capital).

**The details of the revised Budget Estimates for the F. Y. 2021-2022 and Budget Estimates for the F. Y. 2022-23 are given in the following table:**

Head of Budget	(Rupees in Lakhs)	
	Revised Budget for	Budget Estimate for
	FY 21-22	FY 22-23
"31" Budget Head*		
<u>Pension and Pensionary Benefits</u>	46.00	50.00
<u>Foreign / Domestic Travel Expenses</u>	2.00	4.00
<u>Security / Housekeeping</u>	72.00	80.00
<u>Exp. on Contractual Employees (Non-Teaching)</u>	72.00	82.00
Other Expenses including (Electricity, water, property tax, networking,	250.00	350.00

telephone and equipment/ building maintenance charges etc.)		
<b>Total</b>	<b>442.00</b>	<b>566.00</b>
<b>"35" Budget Head</b>		
<u>Buildings</u>		
<u>Equipment/Computers</u>		
<u>Library / Books / Journals</u>		
<u>Furniture &amp; Fixtures</u>	<b>100.00</b>	<b>150.00</b>
<u>Other Expenses – Electronic Thesis and Dissertations (ETD) in Universities (Shodhganga)</u>	<b>25.00</b>	<b>50.00</b>
<b>Total</b>	<b>125.00</b>	<b>200.00</b>
<b>"36" Budget Head</b>		
<u>Expenditure on Salary</u>		
a. Existing Staff Salary / New Posts	<b>600.00</b>	<b>675.00</b>
b. House Building Advance	<b>100.00</b>	<b>100.00</b>
<u>Medical Expenses</u>	<b>40.00</b>	<b>40.00</b>
<u>Leave Encashment</u>	<b>2.00</b>	<b>4.00</b>
<u>Leave Travel Concession</u>	<b>8.00</b>	<b>10.00</b>
<u>Retirement Benefits</u>	<b>20.00</b>	<b>25.00</b>
<u>Other Expenses (NPS Contribution)</u>	<b>45.00</b>	<b>50.00</b>
<b>Total</b>	<b>815.00</b>	<b>904.00</b>
<b>GRAND TOTAL</b>	<b>1382.00</b>	<b>1670.00</b>

#### 35.4 Updated Replies to the Audit Report of the CAG Audit for the F.Y. 2015-16 to 2020-21

A gist of the outstanding audit paras and replies submitted by the Centre was presented to the Finance Committee.

The Members appreciated the steps taken by the Centre by preparing and presenting the gist of all outstanding audit paras.

#### 35.5 Reimbursement of Telephone call charges/Mobile phone/Broadband/Data card to Eligible Officials

The Members of the Finance Committee were briefed that the Centre is executing more than 40 National level projects and the Scientists/Officers/staff do work beyond the office hours including on holidays and do communicate/liaise/coordinate at various levels regarding the outcome of the activities/projects to be met in a time bound manner and feed back to the concerned agency, which need connectivity through mobile and Internet.


The Members after detailed discussions and deliberations approved the reimbursement of telephone/Mobile/Broadband/Data Card charges to the eligible officials and advised that the Scientists/Officers may be reimbursed the charges from the respective projects during the project and thereafter from the Centre.

### 35.6 Re-structuring and Additional Positions of Contractual Staff to be Hired through Manpower Agency for SOUL Development Work

The Members of the Finance Committee were briefed that for the development of the SOUL software 4 (four) positions of software developers at Project Associate level were approved by the Governing Board in its 25th Meeting held on 13<sup>th</sup> April, 2013. After releasing SOUL 3.0 software in February, 2021, it is being upgrading for all existing users and also developing of web/cloud-based version of SOUL using REST based architecture is in progress which require additional manpower.

**The Members after the detailed discussions and deliberations resolved that the proposal to re-structure positions of contractual staff to be hired for SOUL development through manpower agency along with additional fund requirements that shall be met from the revenue generated through SOUL may be approved by the Governing Board:**

Positions	Monthly Remuneration (Rs. in Lakhs)	Sanctioned Strength as approved in 25th GB	Current Financial Implication Per Annum (Rs in Lakhs) (A)	Positions/Strength	Financial Implication Per Annum (Rs. in Lakhs) (B)
Project Associate (CS)	0.22	04	10.56	02	5.28
Project Officer (CS)	0.30	00	00	02	7.20
Sr. Project Officer (CS)	0.35	00	00	02	8.40
	<b>Total</b>	<b>04</b>	<b>10.56</b>	<b>06</b>	<b>20.88</b>
<b>Additional Financial Implication (B – A) = Rs. 10.32 Lakhs</b>					

### 35.7 Extension of the Appointment of the Statutory Auditors for the F. Y. 2022-23

The Finance Committee after the brief discussions and deliberations approved the extension of the appointment of the M/s Dhirubhai Shah & Company LLP, Ahmedabad as Statutory Auditors for the year 2022-2023 on the same terms & conditions of the original contract.

#### 34.8 Payment of DA and DR

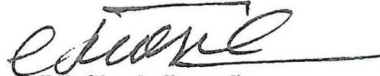
The Members were briefed that the Centre after due approval revised the rates of the DA and DR as per the Dept. of Expenditure, Ministry of Finance O.M. No.1/4/2021-E-II (B) dated 25.10.2021 and Dept. of Pension & Pensioners' Welfare vide O.M. No.42/07/2021-P&PW(D)e-7330 dated 27.10.2021, from 28% to 31% of the basic pay and pension respectively w.e.f. 1<sup>st</sup> July 2021.

**Meeting ended with the vote of thanks to the chair.**



**(Harish Chandra)**

Administrative Officer (P&A)



**(Prof J P Singh Joorel)**

Director, INFLIBNET Centre



**(Prof Yogesh Singh)**

Hon'ble Chairman Governing Board & Finance Committee  
And Vice Chancellor, Delhi University