

ARUNACHAL UNIVERSITY
RONO HILLS :: ITANAGAR

MINUTES OF THE 26TH MEETING OF THE FINANCE COMMITTEE
HELD ON 9TH MARCH, 2000 AT 1030 HOURS
IN VICE-CHANCELLOR'S CHAMBER

The 26th meeting of the Finance Committee was held on March 9, 2000 at 1030 hours in the office chamber of the Vice-Chancellor.

The following were present :

1. Dr. K.K. Dwivedi, Vice-Chancellor	: Chairman
2. Ms. Sangay Lhaden, IAS Secretary (Education)	: Member
3. Prof. T. Mibang, Dean Faculty of Social Sciences	: Member
4. Mrs. Uma Dutta, Principal Govt. College, Bomdila	: Member
5. Shri Joram Begi Registrar/Finance Officer	: Member-Secretary

The Chairman welcomed all the members to the very first meeting of this millennium year. The agenda items were then taken up for discussion.

FC:26:1 : *To confirm the minutes of the 24th & 25th meeting of the Finance Committee held on 26th October 1999 and 5th November, 1999*

The minutes were confirmed.

FC:26:2 : *To accept the Action Taken Report on the 24th & 25th meeting of the Finance Committee held on 26th October 1999 and 5th November, 1999*

The Committee accepted the Action Taken Report on the 24th & 25th meeting of the Finance Committee held on 26th October 1999 and 5th November 1999 respectively .

FC:26:3 : To consider the Budget Estimate for the financial year 2000-2001

The Committee noted that the Budget Estimate for the financial year 2000-2001 amounting to Rs.13, 30,98,609.00 has been prepared carefully in two parts (i.e. non-plan and plan) on the criteria of minimum essential requirements. The same will be submitted to the State Government for funding, subject to approval by FC and EC.

The Committee perused the budget estimate for the year 2000-2001 and recommended to EC for approval.

FC:26: 4 : To consider fixation of a time-limit for clearance of CPF backlog

The Chairman explained that the CPF deduction of an employee is made with effect from the date of appointment, after clearance of probation period. In the absence of a time limit for payment of CPF backlog, the employees do not take sincere efforts to clear the backlog within a minimum time.

The Committee resolved that a maximum of one year time shall be given from the date of issue of clearance of probation period order, failing which such employees will forfeit their university matching contribution. However, those who have not yet cleared their backlog after confirmation, shall be allowed to do so on or before June 30,2000.

The Committee recommended the matter to EC for approval.

FC:26:5 : To consider restricted rate of TA for subject experts and other members in various Committees

The Committee noted that the experts and other members of the Committees, who are being invited for various meetings, some time avail either

their own car or hire full taxi from their place of duty to Arunachal University Campus or venue of meeting. This involves a huge expenditure.

After a long discussion on the matter the Committee opined that the TA payable to the experts and other members, except the members of Executive Council, Finance Committee, Academic Council and Planning Board, shall be restricted to the rate of public transport. However, on exceptional grounds, with the prior approval of Vice Chancellor, availing own car or hire full taxi shall be allowed at a flat rate of Rs.4.00 per kilometer.

The matter shall be placed to EC for approval.

FC:26:6 : To consider approval for spending Rs.14.57 lakh from Revenue for construction of 22-seated Girls' Hostel

The Committee noted that considering the urgent need for more seats in the Women's Hostel, the EC in its 31st meeting held on 30 October, 1999 accorded Administrative Approval and Estimate Sanction to the tune of Rs.14.57 lakh for construction of a 22-seated Women's Hostel. With the grants-in-aid for the year 1999-2000, the University will be able to meet only the committed expenditure like salary, etc. The Committee also noted that due to increase in the strength of women students, construction of the hostel has become absolutely necessary.

The Committee considered the expenditure to the tune of Rs.14.57 lakh to be met from the accumulated revenue and recommended to EC for approval.

FC:26:7 : To consider creation of Group 'B' and 'C' non-teaching posts

The Committee noted the proposal for creation of the following Group 'B' and 'C' non-teaching posts in the Administration branch and bifurcation of the same into two, i.e. Administration and Establishment.

<i>Sl no</i>	<i>No. and designation of existing posts</i>	<i>No. and designation of proposed post</i>	<i>Scale of pay</i>
1	Section Officer (Adm.) : 1 no.	Section Officer (Estt.) : 1 no.	Rs.6500-200--- 10500
2.	Superintendent (Adm.) : 1 no.	Supdt. (Estt.) : 1 Supdt. (Adm./Conf.) :1	Rs.5500-175-9000
3	Assistant (Adm) : 2 nos.	Asst. (SYA) : 1 no. Asst. (Estt.) : 1 no.	Rs. 4500-125- 7000

To minimize the heavy workload in the Administration Branch of the University, such as Establishment of teaching staff, Establishment of Group 'A', 'B', 'C' and 'D', Establishment of Security Personnel, Telephone, meetings (EC, PB) and other Committee meetings, the Committee considered the bifurcation of the branch into two, i.e., Administration and Establishment.

After a long discussion on the matter, the Committee considered creation of the following Group "C" posts only and recommended to EC for approval.

<i>Sl. No.</i>	<i>No. and designation of posts</i>	<i>Scale of pay</i>
1.	Superintendent . (Estt.) : 1 no.	Rs.5500-175-9000/-
2.	Assistant (Estt.) : 1 no.	4500-125-7000/-

FC:26:8 : To consider enhancement of pay scales of Stenographer Grade I, II and III.

The Committee noted that the State Government, vide their order Estt.(A)-11/97, dated, January 25, 2000, enhanced the scales of pay of Stenographers and re-designated the posts w.e.f. 1.1.2000 as follows:

<i>Existing Designation</i>	<i>Existing Scale of pay</i>	<i>Re-designation</i>	<i>Re-designated scale of pay</i>
Steno Gr.I	Rs.6500-200-10500/-	Private Secretary	Rs.7500-250-12000
Steno Gr.II	Rs.4500-125-7000/-	Sr. Personal Asst.	Rs.5000-150-8000
Steno Gr.III	Rs.4000-100-6000/-	Personal Asst.	Rs.4500-125-7000

As the University is following the pay scales of the State Government, the Committee accepted the above subject to the condition that the scales will be rolled back as and when the Government cancels the order No. Estt(A)-11/97, dated 25.1.2000, and recommended to Executive Council for approval.

FC:26:9 : To consider continuation of the post of Contingency paid staff for 2000-2001

The Committee noted that the University is required to entertain 18 numbers of contingency paid staff of various categories as mentioned below for the year 2000-2001 with an expenditure of Rs.2,54,448/- :

Sl. No.	Categories Posts	of Number of posts	Monthly wages	Period	Total for 12 months
1.	Skilled	2	Rs.1338/-	12 months	Rs.32,112/-
2.	Semi-skilled	8	Rs.1248/-	-do-	Rs.1,19,808/-
3.	Un-skilled	8	Rs.1,068/-	-do	Rs.1,02,528/-
Grand Total					Rs.2,54,448/-

The Committee considered the above and recommended to Executive Council for approval.

FC:26:10 : To consider House Rent Allowance in lieu of accommodation to the employees of Arunachal University

The matter was discussed in detail. The Finance Committee felt that since the University is following the State Government rules for all other purposes, payment of HRA may be discouraged. However, it was suggested to work out the actual financial implications for payment of HRA at the rate of 15% as well as fixing slabs according to pay scales. It was also suggested to place the matter to EC for a decision.

FC:26:11 : To consider investment out of accumulated Revenue

(a) Reserve Fund

The Committee noted that as per the decision of the Executive Council in its 22nd meeting held on 17.3.1997, a Reserve Fund was to be created out of the University Revenue by setting aside 15% of the accumulated Revenue since inception and in all subsequent years. But, may be due to administrative reasons it could not be created.

The Committee considered creation of a Reserve Fund with an initial deposit of Rs.18, 26,000/- out of the accumulated Revenue up to 31.3.1999 and recommended to EC for approval.

(b) Gratuity

It is noted that in the last financial year, the University created a Gratuity Fund with an initial deposit of Rs.6.00 lakh. Out of which, more than Rs.1.25 lakh has been paid to two officials who left the University. Since inception of the University, the State Government has not ear-marked any fund

from grant-in-aid for payment of gratuity. It is required to set aside a sizeable amount from the Revenue to clear the backlog considering the present strength of the employees.

The Committee considered transferring of Rs.24.00 lakh out of the accumulated Revenue with a provision of regular transfer of Rs.10.00 lakh every year from grant-in-aid and recommended to EC for approval.

c) **Welfare Fund**

The Committee noted that in the previous financial year, a sum of Rs.10.00 was kept in the Welfare Fund which has been completely utilized. Since it is a staff welfare measure, need was felt to transfer another Rs.10.00 lakh to Welfare Fund during the current financial year.

The Committee considered the proposal and recommended to EC for approval.

FC:26:12 : To consider creation of a Development Fund out of Revenue

The Committee noted that in order to augment the departmental infrastructure, including Laboratories, Library and minor constructions, a development fund is required to be created with an initial deposit of Rs.50.00 lakh.

The Committee considered the proposal and recommended to EC for approval.

FC:26:13 : To consider opening of new bank accounts

The Committee considered opening of the following accounts and recommended to EC for approval :

a) Revenue Account

For proper maintenance of books of accounts related to Revenue and to facilitate bank reconciliation.

b) Debt/Deposits, etc. Account

For proper accounts of the stipend money from State Govt., scholarship from various organizations, Earnest Money and security deposits from suppliers and contractors.

(c) Development Fund Account

For proper account on utilization of Development fund created from Revenue.

FC:26:14 : Reporting Item

The Committee noted the following investment of the University funds under CPF and General Revenue as on 7.3.2000 and endorsed to EC for approval.

(i) **CONTRIBUTORY PROVIDENT FUND**

A. INSTRUMENTS WITH VIJAYA BANK

Sl. No.	Particulars of instruments	Amount (in Rs.)	Date of issue	Maturity date	Rate of interest	Remarks
1.	VSU-008204	509280.00	8.9.94	13.10.01	10.0%	
2.	VSU-008255	300000.00	3.4.95	3.10.01	11.0%	
3.	VSU-008286	195335.00	24.7.98	3.10.01	11.5%	
4.	VSU-008295	94103.00	6.1.99	5.12.01	11.5%	
5.	VSU-008301	99806.00	6.1.99	17.1.02	11.5%	
6.	VSU-161789	500000.00	11.12.97	11.12.00	10.5%	
7.	VSU-008328	293560.00	17.6.99	13.3.02	10.5%	
8.	VSU-161702	807290.00	17.6.99	17.5.02	10.5%	
9.	VSU-161802	500000.00	5.2.98	5.2.03	12%	
10.	VSU-161828	750000.00	17.7.98	5.7.03	11.5%	
11.	VCC-184395	209279.00	24.7.98	1.8.01	12.0%	
12.	VCC-184396	209279.00	24.7.98	1.8.01	12.0%	
13.	VCC-184397	209279.00	24.7.98	1.8.01	12.0%	
14.	VCC-184398	209279.00	24.7.98	1.8.01	12.0%	
15.	VCC-184399	209279.00	24.7.98	1.8.01	12.0%	
16.	VSU-0023825	2500000.00	11.8.99	1.8.02	10.75%	
17.	VSU-008290	82696.00	6.1.99	7.1.01	11.5%	
18.	VSU-0023872	1500000.00	14.12.99	14.12.02	10.75%	
19.	VSU-134/99	1000000.00	7.3.00	7.9.03	10.5%	
Total		10178465.00				92/11/00

B. INVESTMENTS WITH POST OFFICE (KVP)

Sl. No.	Particulars of instrument	Amount (in Rs.)	Date of issue	Maturity date	Remarks
1.	153867 to 153896 - 30 x 10000	300000.00	12.12.94	12.6.00	
2.	741728 to 741807 - 80 x 10000	800000.00	13.6.98	13.12.03	

3.	017201 to 017260 - 60 x 10000	600000.00	23.2.99	23.2.05	
4.	032502 to 032696 & 032697 to 032781 : 180 x 10000	1800000.00	22.5.99	22.05.05	
Total		3500000.00			<i>Joram Begi</i>

Grand Total of A + B = 1,01,78,465.00 + 35,00,000.00 = 1,36,78,465.00

II. GENERAL REVENUE OF THE UNIVERSITY

Sl. No.	Particulars of instrument	Amount (in Rs.)	Date of issue	Maturity date	Rate of Interest
1.	VSU-161738	480153.00	5.12.97	21.11.00	10.5%
2.	VSU-161714	718246.00	10.7.97	21.4.00	12.5%
3.	VSU-161834	1565000.00	14.8.98	14.11.00	11.5%
4.	VSU-161737	83040.00	2.12.98	21.11.00	10.5%
6.	VSU-161788	90589.00	2.12.98	9.3.01	10.0%
7.	VSU-0023835	1500000.00	16.9.99	16.9.00	9.75%
Total		4437028.00			<i>Grand Total</i>

VSU :Vijaya Shree Units (Vijaya Bank)

VCC : Vijaya Cash Certificates (Vijaya Bank)

KVP : Kisan Vikas Patra

As there was no other item for discussion, the meeting ended with a vote of thanks from the chair.

(JORAM BEGI)
Registrar/Finance Officer

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Justification Notes on Budget Estimates 2000-2001

The estimate for the financial year 2000-2001 has been devised in to two parts. Viz. Part I (Non-Plan – Grant-in-Aid and Part – II (Plan) (Development Grants from the State Govt.)

The revised estimates for the fiscal year 1999-2000 is realistic assessment arrived of the drastic revision of the original estimates of Rs 7.05 crores.

During the current fiscal year (i.e., 1999-2000), the Government of Arunachal Pradesh has allotted Rs 3.20 crore as grants-in-aid against University's revised estimates of Rs 5.22 crore, leaving behind a deficit of Rs 2.02 crores which has badly affected the required developmental activities of the University.

PART – I NON-PLAN

A brief explanation of estimated expenditure for the year 2000-2001 is given below :

1. Salary and its components (Annexure 'B' / pages 4-32)

For salaries and its components an amount of 4.165 crore is required.

The main components in the salary include pay and allowances of University employees; Pension/Leave salary contribution, CPF and its interest and provision for vacant posts. In addition, some branches like UGC Cell, Registration, and the Department of Sports and Youth Affairs has been started functioning from the later part of the current fiscal. The details of salary component are as follows :

Pay & allowances of the existing posts	Rs 3.068 crore
CPF and its interest	Rs 0.254 crore
Provision for vacant posts	Rs 0.843 crore
	Rs 4.165 crore

Common Service and General Charges (Annexe-C, p.33-35)

Expansion of the University has led to sharp increase in common service and general charges. The details of major expenditure includes :

1. Stationery, Printing & Binding	Rs. 9.60 lakh
2. Postage, Telegram & Telephone	Rs. 7.20 lakh

3. TA/DA	: Rs. 8.00 lakh
4. Running & Maintenance of vehicles	: Rs. 12.50 lakh
5. Examination expenses	: Rs. 20.50 lakh
6. Electricity consumption charges	: Rs. 5.50 lakh
7. Study tour/Student Welfare	: Rs. 6.00 lakh
8. Wages of Contingency staff	: Rs. 3.50 lakh
9. Annual Maintenance of Buildings/Roads	: Rs. 58.70 lakh
10. Convocation expenses	: Rs. 8.00 lakh
11. Lab consumables	: Rs. 4.00 lakh
12. Other charges (Meetings/Seminars, Liveries, repairing charges of office equipment/ furniture, etc.)	: Rs. 16.05 lakh
Total	: Rs. 159.55 lakh

Capital Expenditure (Annexure-D, p.36-37)

An amount of Rs.67,30,360 is required for Capital expenditure, such as, furniture, office equipment, lab equipment, books and journals and vehicles.

Loans and Advances/Staff Welfare (Annexe-E, p.38)

A provision of Rs.30.00 lakh has been kept for various types of loans and advances, viz., scooter, car, house building, computer, etc. considering the quantum of applications received from the employees.

Since inception of the University, the Govt. has not provided any fund for the gratuity. For that, a substantial amount is required. A sum of Rs.10.00 lakh has been proposed for this purpose.

PART – II PLAN

New Departments (Annexe-E, p.39)

Plan provision for starting of 3 new departments, viz., Depts. Of Sports & Youth Affairs, Computer Sciences and Mass Communication has been kept with an amount of Rs.2,39,66,790/. This amount includes Rs.2.00 crore for starting the Phase-I work of the Rs.5.00 crore project of Mass Communication Department.

Besides, an amount of Rs 7.00 lakh has been kept for INTERNET (Local Area Networking) which is an unavoidable expenditure during the coming financial year.

Buildings (Annexe-G, p.40-42)

An amount of Rs 2,22,74,000 has been kept for construction of buildings, electrical installations and a water supply scheme.

Due to acute shortage of residential accommodation for teaching and non-teaching staff, an amount of Rs.48,70,000 has been kept in the budget estimate for construction of 16 nos. of SPT 2-roomed Bachelor Barracks.

Extension of administrative building (2 blocks) is urgently required to accommodate middle level officers. Also it has become necessary to provide independent space for each branch for smooth functioning of the office works.

Further to add, some of the teaching departments are functioning from Type-V residential quarters compelling the staff members to stay outside the Campus on rented accommodations. Due to lack of space in the quarters, it prevents the smooth functioning of the teaching and research programme. Therefore, provision for a Life Science building to accommodate the Depts. Of Botany and Zoology, an amount of Rs.50.00 lakh has been proposed in the budget.

As the Campus population is increasing day by day, the existing water supply scheme proved to be insufficient and during winter season the entire population is dependent on river water which requires a huge recurring expenditure by way of transportation. Hence, a provision of Rs.50.00 lakh has been kept to begin the first phase of a Rs.2.00 crore water supply scheme.

UGC IX Plan Construction Works (25% matching share to be borne by the State Government)

As per agreement between the State Government and the UGC, matching share of 25% is to be borne by the State Government (where applicable) against developmental works on 75 : 25 ratio. Accordingly, a sum of Rs.35,05,250/- is due from the State Govt. as matching share against the on-going development works.

To sum up, it may be noted that expansion of University has led to sharp increase in expenditure on various developmental activities. The grants in aid from the Govt. of Arunachal Pradesh in the previous years was not sufficient even for committed/standing expenditure, thereby keeping the developmental activities at low ebb. Being the only University in the State which has no avenues for augmentation of its own resources, the State Govt. may seriously consider for providing adequate funds for its over all development.

(JORAM BEGL)
Registrar & Finance Officer