



The Minutes of the 31st Meeting of the Finance Committee of the Central University of Jharkhand held on 10th August, 2024 at 3.00 PM at ICSSR, New Delhi.

The following members were present:

1	Prof. Kshiti Bhusan Das Vice Chancellor, CUJ	Chairman
2	Shri Vishwajeet Kumar, Director Nominated by Additional Secretary (CU), MoE, (Visitor's Nominee)	Member
3	Prof. Prakash Mani Tripathi, Vice Chancellor, IGNTU Member of the Executive Council	Member (Attended through online)
4	Shri Vivek Kumar, Under Secretary (IFD) Nominated by the Joint Secretary and Financial Advisor (Visitor's Nominee)	Member
5	Dr. Mriganka Sekhar Sarma, Deputy Secretary, UGC Nominated by Joint Secretary (CU), UGC (Visitor's Nominee)	Member
6	Shri Girish Ranjan Finance Officer, University of Delhi (EC Nominee)	Member
7	Dr. J. D. Gangwar, Finance Officer, IGNOU (EC Nominee)	Member
8	Shri K. Kosala Rao, Registrar, CUJ	Special Invitee
9	Prof. Vimal Kishor Prof. I/C (Audit), CUJ	Special Invitee
10	Shri Pradeep Kumar Panda Finance Officer, CUJ	Ex-officio Secretary

At the outset, the Vice Chancellor welcomed & thanked the esteemed members for sparing their valuable time for attending the meeting. He introduced Shri Pradeep Kumar Panda as Finance Officer to the members. The members were informed that Shri K. Kosala Rao, Registrar and Prof. Vimal Kishor, Prof. I/C (Audit) are specially invited for the meeting.

Thereafter, the Hon'ble Vice Chancellor requested the Finance Officer to take up the agenda items. The Agenda items along with the comments received from the Ministry of Education (IFD), (CU Bureau) and the UGC were considered for discussion.

FC: 2024/31/01	Confirmation of Minutes of the 27 th meeting of the Finance Committee meeting held on 28 th August, 2023.
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The minutes of the 27th meeting of the Finance Committee held on 28th August, 2023 had already been circulated to all the members. The same is now placed at Annexure – I before the Committee for consideration and confirmation.

Resolution

The Finance Committee, in compliance to comments received from IFD, CU Bureau and UGC confirmed the Minutes of the 27th meeting of the Finance Committee meeting held on 28th August, 2023 subject to strict compliance of the relevant statutory provisions of the University and also strict compliance of the related Govt. of India instructions and guidelines including those issued by the Central Vigilance Commission.

FC: 2024/31/02	Action Taken Report on the resolutions in the Minutes of the 27 th meeting held on 28 th August, 2023.
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The Action Taken Report on the resolution of the 27th meeting of the Finance Committee held on 28th August, 2023 is placed at Annexure II.

Resolution

The Finance Officer read out the Action Taken Report on the resolutions taken in the 27th meeting of the Finance Committee held on 28th August, 2023. The Finance Committee noted the Action Taken Report and advised the following:

FC: 2023/27/02: The Committee instructed to convene Standing Audit Committee (SAC) meetings regularly to review all the outstanding audit paras and make the Minutes of the every meeting of Standing Audit Committee, and accordingly to prepare the reply of the audit observations and furnish the same to the Audit department for settlement of the paras.

The Committee suggested that "Employees' Retirement Fund" may be created out of the IRG of the university to meet the liability of actuarial valuation of retirement benefits. The liability of the retirement benefits to the extent of funds created from IRG may be reflected in the balance sheet.

FC: 2023/27/06: Upon due deliberation on the matter of utilization of registration fee collected from the students, the Finance Committee resolved that such type of fees be treated as IRG of the

University and considerable amount of IRG may be utilized towards capital works also. Therefore, the Committee advised not to frame any guideline for utilization of Registration Fee.

FC: 2024/31/03

Confirmation of Minutes of the 28th meeting of the Finance Committee meeting held through circulation.

The minutes of the 28th meeting of the Finance Committee, held through circulation, had already been circulated to all the members. The same is now placed at **Annexure III** before the Committee for consideration/confirmation.

Resolution

The Finance Committee, in compliance to comments received from IFD, CU Bureau and UGC confirmed the Minutes of the 28th meeting of the Finance Committee meeting held through circulation subject to strict compliance of the relevant statutory provisions of the University and also strict compliance of the related Govt. of India instructions and guidelines including those issued by the Central Vigilance Commission.

FC: 2024/31/04

Action Taken Report on the resolutions in the Minutes of the 28th meeting held through circulation.

The Action Taken Report on the resolution of the 28th meeting of the Finance Committee held through circulation is placed at **Annexure IV**.

Resolution

The Finance Committee noted the Action Taken Report subject to strict compliance of the relevant statutory provisions of the University and also strict compliance of the related Govt. of India instructions and guidelines including those issued by the Central Vigilance Commission.

FC: 2024/31/05

Confirmation of Minutes of the 29th meeting of the Finance Committee meeting held through circulation.

The minutes of the 29th meeting of the Finance Committee, held through circulation, had already been circulated to all the members. The same is now placed at **Annexure V** before the Committee for consideration/confirmation.

Resolution

The Finance Committee, in compliance to comments received from IFD, CU Bureau and UGC confirmed the Minutes of the 29th meeting of the Finance Committee meeting held through circulation subject to strict compliance of the relevant statutory provisions of the University and also strict compliance of the related Govt. of India instructions and guidelines including those issued by the Central Vigilance Commission.

FC: 2024/31/06	Action Taken Report on the resolutions in the Minutes of the 29th meeting held through circulation.
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The Action Taken Report on the resolution of the 29th meeting of the Finance Committee held through circulation is appended as **Annexure VI**.

Resolution

The Finance Committee noted the Action Taken Report subject to strict compliance of the relevant statutory provisions of the University and also strict compliance of the related Govt. of India instructions and guidelines including those issued by the Central Vigilance Commission.

FC: 2024/31/07	Confirmation of Minutes of the 30th meeting of the Finance Committee meeting held through circulation.
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The minutes of the 30th meeting of the Finance Committee, held through circulation, had already been circulated to all the members. The same is now placed at **Annexure VII** before the Committee for consideration/confirmation.

Resolution

The Finance Committee, in compliance to comments received from IFD, CU Bureau and UGC confirmed the Minutes of the 30th meeting of the Finance Committee meeting held through circulation subject to strict compliance of the relevant statutory provisions of the University and also strict compliance of the related Govt. of India instructions and guidelines.

FC: 2024/31/08

Action Taken Report on the resolutions in the Minutes of the 30th meeting held through circulation.

The Action Taken Report on the resolution of the 30th meeting of the Finance Committee held through circulation is appended as **Annexure VIII**.

Resolution

The Finance Committee noted the Action Taken Report on the matter of Annual Accounts for the FY 2023-24, and stated that the Separate Audit Report, before sending to the Ministry of Education, may be reported to the Finance Committee for its perusal.

FC: 2024/31/09

Consideration and ratification of the Budget Estimates for the Year 2024-25.

The Budget Estimates for the year 2024-25, as required by the UGC, prepared by the Finance Officer under the direction and supervision of the Hon'ble Vice Chancellor, was sent to the UGC on 01/04/2024, for its consideration. It is placed as **Annexure – IX**.

The Budget allocated by the UGC against the Budget required by the University is as below:
(Rs. in Lakh)

Head	Budget Required by the University	Budget allocated by the UGC
Salary	5000.00	4100.00
Recurring	3200.00	2300.00
Capital	2500.00	400.00

The matter was placed before the Finance Committee for consideration and ratification.

Resolution

The Finance Committee, upon due deliberation, considered and ratified the budget estimates for the year 2024-25 subject to availability of funds from UGC/MoE.

FC: 2024/31/10

Separate Audit Report (SAR) for the FY 2022-2023 of the Central University of Jharkhand.

An Audit Team from the Office of the Principal Director of Audit (Central), Lucknow, Unit Jharkhand, Ranchi, has taken up the Accounts audit for the Financial Year 2022-23 of the University from 14.09.2023 to 11.10.2023.

The Separate Audit Report on the accounts was sent on 10th January, 2024 vide letter No.: Central Expenditure Audit wing/2023-2024/DIS-1390897 dated 10th January, 2024. The same is placed at **Annexure – X** before the Committee for information and advice. As per the observation of the Auditor necessary rectification entries have been effected in the Accounts of the University for the year 2023-24.

Resolution

The Finance Committee discussed the paras of the “Separate Audit Report” (SAR) for the Financial Year 2022-23 and the reply submitted by the university against such paras. After discussion, the Finance Committee advised the following for future references:

- (i) *That, the para-wise reply of the SAR need to be furnished to the Finance Committee.*
- (ii) *That, after the scrutiny & observation of the Finance Committee, the SAR along with its reply as amended shall be submitted to the MoE for laying in the Parliament.*

FC: 2024/31/11	Implementation of House Building Advance for employees of the University.
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The University Grants Commission, through email, vide its letter No. F. No.11-1/2017 (CU) C-89253 dated 09th February, 2024, captioned subject : “**Grant of House Building Advance (HBA) as per 7th CPC to the University Teaching and Non-Teaching Staff – reg.**” had sent the OM No. 1.17011/11(4)/2016-H-III dated 09.11.2017 issued by Ministry of Housing & Urban Affairs, Housing-II Section, of the Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training, New Delhi for information and appropriate action by the University. The same is placed at **Annexure –XI**.

As a welfare measure for the employees of the University, the matter was placed before the Finance Committee for consideration the proposal. For implementation of the HBA scheme for the employees of the University in conformity with the Office Memorandum allow the University to request the UGC to provide some Corpus Fund for this purpose.

Resolution

The Finance Committee after detailed discussion considered and approved the proposal for implementation of the HBA scheme for the employees of the University as per the relevant GoI/UGC instructions/guidelines provided the fund is allocated by the UGC in the form of a Corpus. For that matter authorized the University to pursue this issue with the UGC.

FC: 2024/31/12

Progress of Infrastructure Project funded through HEFA.

The Ministry of Education, GoI vide its letter No. F. No. 4-7/2020-CU.VII, dated 10.09.2021 directed that 'Progress of infrastructure project funded through HEFA should be an Agenda point of every Finance Committee meeting. The Progress (Physical and Financial) of infrastructure in respect of the University is placed before the Committee for information.

The Progress (Physical and Financial) of Infrastructure Project funded through HEFA was placed at **Annexure – XII.**

Resolution

The Finance Committee noted the progress of Infrastructure Project funded through HEFA and suggested to create a mechanism to monitor the "HEFA Physical and Financial progress" and record the minutes of the Progress Review Committee on regular basis. The progress report of Infrastructure may be supported by pictures of the work done. Further, it was advised by the Finance Committee to expedite the projects to avoid cost escalation or time overrun. The Committee recommended to prepare a statement showing Tender Cost, Actual Expenditure, through HEFA of the Individual Project till date.

FC: 2024/31/13

Status of Stock Entries, Store Information and Physical Verification of Assets.

The Finance Committee in its 27th meeting resolved to place the above as one of the agenda points during the next Finance Committee.

In this regard, the University has engaged M/s Sarkar Gurumurthy & Associates, Kolkata vide Ref. No.: CUJ/P&S/Phy. Veri./07/2024/887 dated 29.03. 2024 for preparation of the Fixed Asset Register/Stock Register, Physical Verification of assets, Unique ID & Bar Coding, Listing the Unserviceable Assets, Processing for Auction of the Unserviceable Assets, Report Generations etc. The copy of the work order is placed at **Annexure – XIII.**

The report of Stock Entries, Store Information and Physical Verification of Assets will be placed before the Committee in the next meeting of the Finance Committee.

The matter is placed before the Finance Committee for information and advice.

Resolution

The Committee noted the status of Stock Entries, Store Information and Physical Verification of Assets and stated to submit the complete report in the next Finance Committee.

FC: 2024/31/14

Complete details and status of audit paras along with Pubic Grievances and Parliamentary Assurance pending in the University.

It was advised by the Secretary (HE), Ministry of Education, vide note dated 17.02.2020, to invariably include following in every meeting of the Finance Committee

1. Complete details and status of audit paras
2. Public Grievances pending in the Institutes
3. Parliamentary Assurances pending in the Institutes

Accordingly, complete details and status of audit paras (IR) of Central University of Jharkhand is placed at **Annexure – XIV**. Further, it is informed that presently there are no Pubic Grievances and Parliamentary Assurance pending with the University.

The matter was placed before the Finance Committee for information and advice.

Resolution

The Finance Committee discussed in detail the Inspection Report of Transaction Audit for the period April, 2019 to March, 2022 and suggested the following:

1. *As the Central Universities are exempted from Income Tax & some TDS were wrongly made by PNB, University Campus Branch, the university need to file fresh ITR for the Financial Year 2019-20, 2020-21 and 2021-22 and request the Income Tax Department to return the deducted amount. If required, the authority of the Income Tax Department may also be approached for the above purpose.*
2. *Further, the advance money taken for official purposes by the University employees should be settled as per extant Rules, and in case of failure to adjust the advances within time, action may be taken as per the relevant financial rules.*

Further, the Finance Committee resolved that urgent remedial action needs to be taken by the University to settle the paras.

FC: 2024/31/15

Guidelines for payment of Terminal benefit to Statutory Officers who joins the University on tenure basis.

A Committee was constituted vide Office Order (Revised) Ref. No. CUJ/PM/LE/27/2023/04 dated 25.10.2023 to look into the matters of terminal benefits including leave encashment in respect of Statutory Officers like Registrar, Finance Officer and Controller of examinations.

Accordingly, a guideline has been prepared by the Committee taking into consideration the provisions contained with regard to retirement benefits to statutory officers, instructions/clarifications issued by Ministry of Education/University Grants Commission and rules position of the Govt. of India being followed by the University on various subjects. The above Office Order along with guidelines is placed at **Annexure – XV**.

The matter was placed before the Finance Committee for consideration and approval.

Resolution

The Finance Committee, upon due deliberation, resolved that relevant GoI/UGC instructions/guidelines be followed in this matter.

FC: 2024/31/16

Reimbursement of TA/DA to Research Associate, Research Assistant, Field Investigator and other similar post under Project.

Presently, the Research Associates, Research Assistants and Field Investigators under Project are entitled to TA/DA at the rate of Rs. 300.00 per day for Food & Accommodation, Rs. 150.00 per day for local travelling and Sleeper Class Rail fare. The said rates are applicable for the UG & PG level students who are going on field visit as part of their study.

Normally, the Research Associates, Research Assistants, or Field Investigators are NET/JRF/PHD Qualified and they travel for attending the workshop/ seminar, data collection and research works as per the requirement of Projects. The above amount is insufficient for them to meet their travelling expenses while carrying out the works related to data collection and research.

As per recommendation of 7th CPC, the minimum entitlement of TA/DA for the GoI employees i.e. for Level – 5 and below is Rs. 450.00 per day for accommodation charge, Rs. 500.00 per day for food charge and Rs. 113.00 per day for local travelling charge. The ceiling rate automatically increases by 25%, whenever, Dearness Allowance increases by 50%. In addition, the employees are also entitled for reimbursement of the 3rd AC rail fare, actual fare by any type of ordinary public bus and auto rickshaw at prescribed rates during their travel.

The entitlement of TA/DA for the Research Associates, Research Assistants, and Field Investigators under Project may be considered at the same rate of entitlement of Level 5 and below employee of the University and at revised rate from time to time.

The matter was placed before the Finance Committee for consideration and approval.

Resolution

The Finance Committee after detailed discussion on this matter resolved that the University may consult with other Central Universities and a comparative statement of the rates may be placed for consideration in the next Finance Committee meeting.

FC: 2024/31/17	Payment of arrear wages of Rs. 52,10,122/- to the outsourced workers engaged by the University during period Oct'2017 to Feb'2019 by the various Contractors.
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Claim cases were filed by various contractors viz. M/s Candid Guard Services Pvt. Ltd., Raipur, M/s Everest Human Resource Consultants, New Delhi and M/s Dynamic Services, Kolkata pertaining to various issues including payment of central wages, non-payment of wages, less payment on wages and non-payment of wages for overtime before Regional Labour Commissioner (Central), Ranchi. The University contested all four claim applications before the Labour Commissioner (Central).

The University informed to the Regional Labour Commissioner (Central) that the University has scrutinized the claims and reconciled with University record, and found that the contractors have not raised the matter of non-payment and overtime wages at the time of submitting the bills, as such no claim is pending and no amount is outstanding on the account of non-payment of wages. The differential amount in wages between the Central and State has been worked out to Rs. 52,10,122/- for the period Oct' 2017 to Feb' 2019 based on the letter issued by Labour Enforcement Officer. It was also informed to the Regional Labour Commissioner (Central) that the University has initiated the process of identification of outsourced workers and the claim amount will be paid at the earliest.

In this regard, the UGC has been requested that while finalizing the RE proposal of the University, the arrear wages paid to the outsourced workers from IRG may also be considered under Recurring Head to recoup the IRG, and UGC has considered the additional funds to make payment of arrears wages to the outsourced staff, subject to availability of funds. All requisite documents are placed at **Annexure – XVI**.

The matter was placed before the Finance Committee for information.

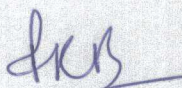


Resolution

The Finance Committee was apprised of the matter of payment of arrear wages of Rs. 52,10, 122/- to the outsourced workers engaged by the University in detail. The Finance Committee noted the matter.

FC: 2024/31/18	Any other matter.
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No other matter was discussed. The meeting ended with a vote of thanks to the Chair.



Finance Officer
Ex-officio Secretary



Vice-Chancellor
Chairman