MINUTES OF THE 36TH MEETING OF THE FINANCE COMMITTEE

Date	**The 20th June, 2024**	**Venue**
Time	**3:30 P.M.**	**Conference Hall, NIT Transit House, New Delhi**

राष्ट्रीय प्रौद्योगिकी संस्थान,मणिपुर

NATIONAL INSTITUTE OF TECHNOLOGY MANIPUR

An autonomous Institute under the aegis of Ministry of Education (Shiksha Mantralaya), Govt. of India

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MINUTES OF THE 36TH MEETING OF THE FINANCE COMMITTEE (FC) OF NATIONAL INSTITUTE OF TECHNOLOGY MANIPUR HELD ON 20TH JUNE, 2024 AT 3:30 P.M. ONWARDS IN THE CONFERENCE HALL, NIT TRANSIT HOUSE, NEW DELHI.

The following members were present:

Sl. No.	Members Present		Designation
1.	**Shri Bajrang Lal Bagra** Chairperson Finance Committee, NIT Manipur	:	Chairperson
2.	**Prof. (Dr.) DVLN Somayajulu** Director, NIT Manipur.	:	Member
3.	**Smt. Saumya Gupta** Joint Secretary (TE) Department of Higher Education, Ministry of Education, Govt. of India **(attended through Video Conferencing)**	:	Member
4.	**Shri N.S. Bisht** Deputy Secretary Department of Higher Education, Ministry of Education, Govt. of India **(attended through Video Conferencing)**	:	Member
5.	**Dr. Anil Kumar Birru** Associate Professor Dept. of Mechanical Engineering, NIT Manipur **(attended through Video Conferencing)**	:	Member
6.	**Dr. Chanam Barchand Singh** Professor Dept. of Mathematics NIT Manipur.	:	Member
7.	**Prof. Kh. Tomba Singh** Registrar, NIT Manipur	:	Member Secretary

The Chairperson welcomed and thanked all the members of the Finance Committee for sparing their valuable time to attend the meeting and for contributions made towards the development of NIT Manipur. The Registrar then presented the Agenda.

Dr. Kh. Tomba Singh
Registrar

Shri. Bajrang Lal Bagra
Chairperson

Item No. 36.1 **To confirm the minutes of the 34th meeting of the Finance Committee held on 20th November, 2023 in the Conference Hall of NIT Manipur (Hybrid Mode).**

The Registrar briefed the Finance Committee that the minutes of the 34th meeting of the Finance Committee held on 20th November, 2023 in the Conference Hall of NIT Manipur (Hybrid Mode) were circulated to all the members for their comments, if any. No comments have been received.

RESOLUTION:
RESOLVED THAT the minutes of the 34th meeting of the Finance Committee held on 20th November, 2023 in the Conference Hall of NIT Manipur (Hybrid Mode) are confirmed as circulated.

Item No. 36.2 **To consider the Action Taken Report on the decisions of the 34th meeting of the Finance Committee held on 20th November, 2023 in the Conference Hall of NIT Manipur (Hybrid Mode).**

The Registrar briefed the Action Taken Report on the various decisions of the 34th meeting of the Finance Committee held on 20th November, 2023 in the Conference Hall of NIT Manipur (Hybrid Mode).

RESOLUTION:
RESOLVED THAT the Action Taken Report on the decisions of the 34th meeting of the Finance Committee held on 20th November, 2023 in the Conference Hall of NIT Manipur (Hybrid Mode) are noted.

Sl. No.	Item No.	Agenda	Decision Taken	Action Taken	Remarks If Any
1	ITEM NO. 34.1	To confirm the minutes of the 33rd meeting of the Finance Committee held on 26th September, 2023 in the Conference Hall of NIT Manipur (Hybrid Mode).	Resolved that the minutes of the 33rd meeting of the Finance Committee held on 26th September 2023 in the Conference Hall of NIT Manipur (Hybrid Mode) are confirmed as circulated.	Noted	The FC noted the report on the action taken with satisfaction.
2	ITEM NO. 34.2	To consider the Action Taken Report on the decisions of the 33rd meeting of the Finance Committee held on 26th September, 2023 in the Conference Hall of NIT Manipur (Hybrid Mode).	Resolved that the Action Taken Report on the decisions of the 33rd meeting of the Finance Committee held on 26th September 2023 in the Conference Hall of NIT Manipur (Hybrid Mode) is noted with satisfaction.	Noted	Noted
3	ITEM NO. 34.3	To consider and approve the Annual Accounts for the Financial Year 2022-2023.	Resolved that: (i) NIT Manipur should maintain only the require Bank Account (i.e., about 5 Bank Accounts) and to close other Bank Accounts within three weeks. (ii) To write a letter to Meitram Constructions Pvt. Ltd. to provide upto date ROC to the Institute. (iii) To keep the provision of retirement benefits viz., Gratuity liability in the	**As advice by the FC, the advertisement for engagement of Chartered Accountant firms has been published.**	(i) Office order dt. 25/01/24 issued. (ii) Letter dt. 29/01/24 issued. (iii) Office order dt. 25/01/24 issued.

Dr. Kh. Tomba Singh

Shri. Bajrang Lal Bagra

			Institute account for all regular employee. (iv) To provide the total no. of contractual staff along with their date of joining and details of contract extension in the next Finance Committee meeting. (v) No accumulation or carry forward of leave should be allowed to the contractual staff of the Institute. (vi) To provide the total no. of all outsourced staff engaged in the Institute in the next Finance Committee meeting. (vii) GPF contribution of staff should immediately be invested in any security or bank term deposits. The monthly contributions to the fund should also be invested at least on quarterly basis in higher earning deposits so that the staff may be benefitted. The monthly deductions from the salary should also be deposited into designated bank account instantly on the date of payment of salary.		(iv) Placed as **Agenda Item No. 36.6** (v) Noted. (vi) Placed as **Agenda Item No. 36.7** (vii) Office order dt. 25/01/24 issued.
4	ITEM NO. 34.4	To approve the Annual Report for the Financial Year 2022-2023.	Resolved that the Finance Committee considered and approved the Annual Report for the Financial Year 2022-2023.	Noted	The FC noted the report on the action taken with satisfaction.
5	ITEM NO. 34.5	Latest position of unspent balance as on 31st October 2023.	The Finance Committee noted the unspent balance as on 31st October 2023.	Noted	The FC noted the report on the action taken with satisfaction.
	ITEM NO. 34.6	To consider and approve change of Drawing and Disbursing Officer.	Resolved that the Finance Committee considered and approved to appoint Registrar, NIT Manipur as Drawing and Disbursing Officer, NIT Manipur.	Noted	Office order dt. 11/01/2024 issued.
	ITEM NO. 34.7	Report on Pending Audit Issues.	Resolved to issue an office order of the two members committee to work out for dropping all pending audit issues within a time schedule & to submit the progress report of the pending audit issues quarterly to the authority of NIT Manipur.	Noted	Office order dt. 11/01/2024 issued.
	ITEM NO. 34.8	Report on Pending grievance issues.	Resolved that there are no pending grievance issues, and the Finance Committee appreciates.	Noted	The FC noted the report on the action taken with satisfaction.
	ITEM NO. 34.9	Any other item with the permission of the Chair.	As there was no further item to discuss, the meeting ended with a vote of thanks to the Chair.	Noted	The FC noted the report on the action taken with satisfaction.

Dr. Kh. Tomba Singh

Shri. Bajrang Lal Bagra

Item No. 36.3 To confirm the minutes of the 35th meeting of the Finance Committee by circulation dated 29th December, 2023.

The Registrar briefed the Finance Committee that the minutes of the 35th meeting of the Finance Committee by circulation dated 29th December, 2023 were circulated to all the members for their comments, if any. No comments have been received.

RESOLUTION:
RESOLVED THAT the minutes of the 35th meeting of the Finance Committee by circulation dated 29th December, 2023 are confirmed as circulated.

Item No. 36.4 To consider the Action Taken Report on the decisions of the 35th meeting of the Finance Committee by Circulation dated 29th December, 2023.

The Registrar briefed the Action Taken Report on the various decisions of the 35th meeting of the Finance Committee by circulation dated 29th December, 2023.

RESOLUTION:
RESOLVED THAT the Action Taken Report on the various decisions of the 35th meeting of the Finance Committee by circulation dated 29th December, 2023 are noted.

Sl. No.	Item No.	Agenda	Decision Taken	Action Taken	Remarks If Any
1	Item No. 35.1	To consider and approve the preparation of Revised DPR projects by National Buildings Construction Corporation Ltd. (NBCC)	Approved	Submitted the Revised DPR to the Ministry on 16/04/2024	The FC noted the report on the action taken with satisfaction.
2	Item No. 35.2	To consider and approve the engagement of a consultant engineer (outsourcing) for DPR matters and other construction.	The both- circulation FC agenda needs to be deliberated during the regular FC meeting The institute is therefore requested to bring these agenda in ensuing regular FC meeting for deliberation/decision	As the regular Director has joined the institute on 01/06/2024 necessary process will be done under his guidance.	The FC noted the report on the action taken with satisfaction.

Item No. 36.5 To consider the minutes of the 25th meeting of the Building and Works Committee held on 3rd May, 2024 in the Conference Hall, NIT Manipur (Hybrid Mode).

The Registrar briefed the minutes of the 25th meeting of the Building and Works Committee held on 3rd May, 2024 in the Conference Hall, NIT Manipur (Hybrid Mode).

RESOLUTION:
RESOLVED THAT the minutes of the 25th meeting of the Building and Works Committee held on 3rd May, 2024 in the Conference Hall, NIT Manipur (Hybrid Mode) are considered and approved.

Dr. Kh. Tomba Singh **Shri. Bajrang Lal Bagra**

Item No. 36.6 **To report of total no. of contractual staff along with their date of joining and details of contract extension.**

The Registrar presented the report of the total no. of contractual staff along with their date of joining and details of the contract extension as per the decision of the 34th Finance Committee meeting.

RESOLUTION:
The Finance Committee noted the report of total no. of contractual staff (30 faculty and 62 non-faculty) along with their date of joining and contract extension(s).

Item No. 36.7 **To report of total no. of all outsourced staff engaged in the Institute.**

The Registrar presented the report of total no. of all outsourced staff engaged in the Institute as per the decision of the 34th Finance Committee meeting.

RESOLUTION:
The Finance Committee noted the report of total no. of all outsourced staff (115 members) engaged in the Institute.

Item No. 36.8 **To consider enhancement of minimum wages of various skilled and unskilled outsourced staff engaged through outsourced agency.**

The Registrar presented the committee's recommendation to enhance the minimum wages of skilled and unskilled outsourced staff engaged through outsourced agencies. The minimum wage is prepared as per the Ministry of Labour and Employment (File No. 1/8(6)/2023-LS-II dated 26/09/2023.

RESOLUTION:
The Finance Committee approved the recommendation of the committee to enhance the minimum wages of various skilled and unskilled outsourced staff engaged through outsourced agencies w.e.f. June 2024, as per the Ministry of Labour and Employment (File No. 1/8(6)/2023-LS-II dated 26/09/2023.

Item No. 36.9 **Latest position of unspent balance as on 30th April, 2024.**

The Registrar presented the latest position of unspent balance as on 30th April, 2024.

RESOLUTION:
The Finance Committee noted the latest position of unspent balance as on 30th April, 2024.

Item No. 36.10 **Report on Pending Audit Issues.**

The Registrar presented the report on pending audit issues submitted by the Internal Audit Section of the Institute.

Dr. Kh. Tomba Singh
Registrar

Shri. Bajrang Lal Bagra
Chairperson

RESOLUTION:
The Finance Committee noted the report on pending audit issues and advised to submit the year-wise progress report on audit paras with suitable justifications in the next Finance Committee meeting. Also advised to submit the report for auditing during this year.

Item No. 36.11 **Report on Pending grievance issues.**

The Registrar presented the report of the Public Grievance Officer of the Institute mentioning '**NIL**' pending grievance.

RESOLUTION:
RESOLVED THAT there are no pending grievance issues.

Item No. 36.12 **For consideration and approval of revised DPR for construction of NIT Manipur.**

The Registrar presented the revised DPR for construction of NIT Manipur which was submitted to the Ministry of Education on 16/04/2024.

RESOLUTION:
The Finance Committee noted the revised DPR of NIT Manipur which was submitted to the Ministry of Education on 16/04/2024 and advised to incorporate the changes if any into the revised DPR.

Item No. 36.13 **To consider payment of 90% advance to the eligible faculty members for participating in the conference/seminar abroad under CPDA.**

The Registrar presented the recommendation of the Institute PDA Committee for payment of 90% advance to the eligible faculty members for participating in the conference/seminar abroad under CPDA.

RESOLUTION:
RESOLVED THAT the Finance Committee approved the recommendation of the Institute PDA Committee for payment of 90% advance to the eligible faculty members for participating in the conference/seminar abroad under CPDA. Members who are availing to settle the advance within 15 days after tour completion along with the presentation report.

Item No. 36.14 **To approve for fixing the honorarium for the external expert for JRF to SRF upgradation/Project progress evaluation.**

The Registrar presented the recommendation of the Senate meeting held on 09/02/2024 for fixing the honorarium of the external expert (not below the rank of Associate Professor) engaged for upgradation from JRF to SRF/Project progress evaluation to Rs. 5,000/-

Dr. Kh. Tomba Singh **Shri. Bajrang Lal Bagra**

RESOLUTION:
RESOLVED THAT the Finance Committee approved to fix the honorarium of the external expert (not below the rank of Associate Professor) engaged for upgradation from JRF to SRF/Project progress evaluation to Rs. 5,000/- as recommended by the Senate meeting held on 09/02/2024.

Item No. 36.15 **To consider and approve payment of old outstanding dues of books and journals since 2015 from IRG (Institute Resource Generation) of the institute.**

The Registrar briefed that there are numerous outstanding dues of books and journals for payment to the suppliers/firms since 2015. The aggrieved suppliers/firms have written numerous reminders to clear their outstanding dues. Therefore, it is suggested that all outstanding dues since 2015 be paid from IRG by phases.

RESOLUTION:
RESOLVED THAT year wise details of outstanding dues and names of the suppliers/firms be placed in the next Finance Committee meeting.

Item No. 36.16 **To discuss on the committee report for non-faculty contractual staff.**

The Registrar briefed the representation submitted by NIT Manipur Contractual Non-Faculty Employees Welfare Association for fixation of their remuneration according to the post as per minimum Basic Pay of 7th CPC plus 100% DA (as applicable from time to time) and the report of the committee recommendations.

RESOLUTION:
Resolved to defer the report of the committee recommendations for fixation of remuneration of Contractual Non-Faculty Employees.

Item No. 36.17 **Adoption of Rule 10 of CCS (INPS) Rule, 2021 to the employee of Central Autonomous Bodies as communicated by MoE.**

The Registrar briefed the Finance Committee for Adoption of Rule 10 of CCS (INPS) Rule, 2021 to the employee of Central Autonomous Bodies as communicated by MoE.

RESOLUTION:
RESOLVED THAT the Finance Committee approved adoption of Rule 10 of CCS (INPS) Rule, 2021 to the regular employees of NIT Manipur.

Item No. 36.18 **Approval of Pay & Allowances (monthly) of Prof. D.V.L.N Somayajulu, Director who joined NIT Manipur on 01/06/2024.**

The Registrar briefed the Finance Committee that the pay & Allowances (monthly) of Prof. D.V.L.N Somayajulu, Director, NIT Manipur be accorded with effect from 01/06/2024 (Date of joining) @ Earning pay/Basic Pay Rs. 2,24,100/- + eligible allowances.

Dr. Kh. Tomba Singh **Shri. Bajrang Lal Bagra**

RESOLUTION:
RESOLVED THAT the pay & Allowances (monthly) of Prof. D.V.L.N Somayajulu, Director, NIT Manipur be fixed as per prescribed rules and approvals issued by MoE, Govt. of India

Item No. 36.19 **Rectification of Item No. 32.13 of 32nd FC regarding release of pending payment of Hue Service.**

The Registrar briefed the Finance Committee the rectification of Item No. 32.13 of 32nd FC regarding release of pending payment of Hue Service.

RESOLUTION:
RESOLVED THAT the Finance Committee approved the rectification of Item No. 32.13 of 32nd FC for release of the pending amount of Rs. 6,82,190/- to Hue Service.

Item No. 36.20 **Any other item with the permission of the Chair.**

As there was no further item to discuss, the meeting ended with a vote of thanks to the Chair.

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Dr. Kh. Tomba Singh
Registrar

Shri. Bajrang Lal Bagra
Chairperson