

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

**Minutes of the 36th Meeting of the Finance Committee
Held on 1st August, 2022**

1st August, 2022

The following members were present in the Finance Committee:

1.	Prof Yogesh Singh	Hon'ble Chairman, Finance Committee of INFLIBNET Centre and Vice Chancellor, University of Delhi, Delhi
Members		
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

The 36th 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.

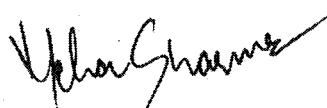
Thereafter, Prof J P Singh Joorel, Director INFLIBNET Centre presented the following Agenda Items:


36.1 Confirmation of the Minutes of the 35th Meeting of the Finance Committee held on 21st December, 2021

The Minutes of the 35th Meeting of the Finance Committee held on 21st December 2021 were confirmed as circulated since no comments were received from the members.

Confirmed.

36.2 Action Taken on the Decisions Made during the 35th Meeting of the Finance Committee held on 21st December, 2021





36.2.1 Confirmation of the Minutes of the 34th Meeting of the Finance Committee held on 18th August 2021.

Already confirmed and reported.

36.2.2 Action taken on the decisions made during the 34rd Meeting of the Finance Committee of the INFLIBNET Centre.

Reported in the 35th Meeting of the Finance Committee.

36.2.3 The Revised Budget Estimates for FY 2021-2022 and budget estimates for FY2022-23.

Requested UGC for release of necessary funds and same has also been released.

36.2.4 Updated Replies on the Audit Report of the CAG Audit for the F.Y. 2015-16 to 2020-21 Audit Report & Replies to the CAG Audit for the Financial Year 2019-20.

The updated replies have been sent to the CAG.

36.2.5 Reimbursement of Telephone call charges / Mobile phone / Broadband / Data card to Eligible Officials.

Agenda is being submitted before the Governing Board for approval.

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

Agenda is being submitted before the Governing Board for approval.

36.2.7 Extension of Appointment of Statutory Auditors for the year 2022-23

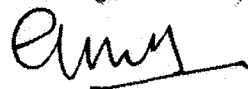
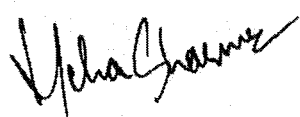
Implemented.

36.2.8 Payment of DA, DR and Enhancement of HRA

Implemented.

36.3 Audited Annual Accounts for the F. Y. 2021-2022

The detailed annual Accounts for FY 2021-22 were presented before the Finance Committee and after detailed discussions and deliberations the committee approved the same for further placement before the Governing Board for its approval.



36.4 Resolution to Set apart the Amount of Unutilized Income/Grant of Rs.22,20,218/- During the F. Y. 2021-2022.

The members after detailed discussion agreed to pass the resolution for set apart of Rs.22,20,218/- for FY 2021-22 which is attached as Annexure I. The committee recommended its further placement before the Governing Board.

36.5 Creation of New Posts

The Members of the Finance Committee were briefed that due to increase in responsibilities and workload in the Centre in last 28 years, it requires a post of Joint Director in Level 14 and Administrative Officer –II in Level 12. It was also requested to sanction a post of Driver in Level 2 for Director's Car.

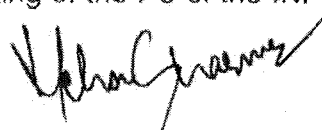
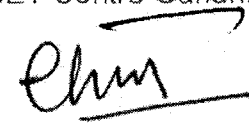
The Members after detailed discussions and deliberations agreed to recommend the post of Joint Director in Level-14 and 1 post of driver in Level-2 for further placement before the Governing Board. The qualifications for these posts are attached (Annexure-II).

36.6 Hosting of International Conference on Electronic Theses and Dissertations (ETD)

The Director briefed the members of the Finance Committee Centre that the Networked Digital Library of Theses and Dissertations (NDLTD) which is an international organization dedicated to promoting the adoption, creation, use, dissemination, and preservation of electronic theses and dissertations (ETDs) has offered to host the International Conference at INFLIBNET Centre during 2023. The members after detailed discussion agreed to the proposal of sanctioning an amount of Rs 30.00 Lakh from the saving of the Centre to organize the same but opined that the expenditure from internal resources should not exceed 50% of the total expenditure.

36.7 Civil Repairs of the Institute Building

The finance committee agreed to the proposal of the CPWD regarding repairs of the building for approaching any institute like IIT/NIT or any Govt. Engineering college to carry out the detailed inspection to find out their cause & permanent solution of leakage, seepage and dampness in the entire building.

REPORTING ITEMS

36.8 Updated status of 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 efforts made by the Centre in resolving the audit paras of CAG.

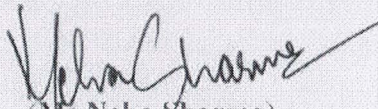
36.9 Income Tax Order dated 21-12-2021 for AY 2018-19, for payment of Rs.2,82,44,193/- of Tax including penalty

The members of the Finance Committee were apprised of the issue and briefed that the Centre has filed an appeal dated 24-01-2022 against the order.

36.10 Payment of DA and DR

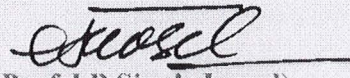
The Members were briefed that the Centre after due approval revised the rates of the DA and DR as per the Dept. of Expenditure, Ministry of Finance No.1/2/2022-E-II (B) dated 31.03.2022, for grant of dearness allowance and the Dept. of Pension & Pensioners' Welfare vide O.M. No.42/07/2022-P&PW (D) dated 05.04.2022, for grant of dearness relief from 31% to 34% of the basic pay and pension respectively w.e.f. 1st January 2022.

Meeting ended with the vote of thanks to the chair.




(Ms Neha Sharma)

Administrative Officer (Finance)



(Prof J P Singh Joorel)

Director, INFLIBNET Centre



(Prof Yogesh Singh)

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

Annexure- I

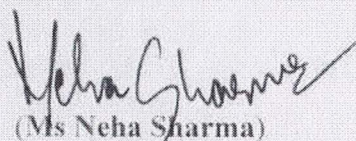
01.8.2022

Agenda:

Resolution to Set apart the Amount of Unutilized Income/ Grant of Rs.22,20,218/- during the F. Y. 2021-2022

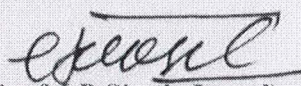
Resolution:

The Finance Committee after detailed discussions and deliberations RESOLVED to set apart the Unutilised Income/Grant of Rs 22.20.218/- (Rupees twenty two lacs twenty thousand and two hundred eighteen only) during the year 2021-2022 for its further placement before the Governing Board.



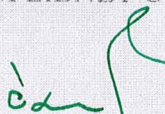
(Ms Neha Sharma)

Administrative Officer (Finance)



(Prof J P Singh Joorel)

Director, INFLIBNET Centre



(Prof Yogesh Singh)

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

Recruitment Rules for the post of Joint Director

A-II

1.	Name of the Post	Joint Director
2.	Classification	Group A
3.	Scale of Pay	6 th CPC: PB-4 Rs.37400-67000, Grade Pay:Rs.10000/-Pay: 7 th CPC: Pay Matrix level:14
4.	Whether selection post or non-selection post	Not Applicable
5.	Age limit for direct recruits	Not exceeding Fifty Five years.
6(a)	Educational and other qualification required for direct recruits	<p>Essential: Master's Degree with at least 55% of the marks in the relevant subject domain of the Centre or an equivalent grade in a point scale.</p> <p>Experience: At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with 3 years' experience in educational administration.</p> <p align="center">or</p> <p>Comparable experience in research establishment and/ or other institutions of higher education.</p> <p align="center">or</p> <p>15 years administrative experience of which 8 years shall be as Deputy Registrar or an equivalent post.</p> <p>Desirable: Experience in executing ICT enabled & e-Governance projects in educational institutions.</p>
6(b)	In case of recruitment by deputation /transfer is to be made	<p><u>Deputation/Transfer on Deputation/on Contract/ Tenure basis</u> Officers under the Central/ State Governments/ Universities/ Recognized Research Institutes or Institutes of national importance or Govt. Laboratory or PSU.</p> <p>Essential: Master's Degree in any discipline with at least 55% marks in the relevant subject domain of the Centre or its equivalent grade B in the UGC 7 point scale from a recognized Universities /institutes.</p> <p>Experience:</p> <p>i) Holding analogous post</p> <p>ii) With at least 15 years' experience as Assistant Professor in the AGP of Rs.7000/- (Level 11 of the 7th CPC) and above or with 8 years of service in the AGP of Rs.8000/- (Level-12 of the 7th CPC) and above including as Associate Professor along with 3 years' experience in educational administration</p> <p align="center">or</p> <p>iii) Comparable experience in research establishment and/or other institutions of higher education</p>

		<p>or</p> <p>iv) 15 years of administrative experience of which 8 years shall be as Deputy Registrar (of which 3 years in the GP of Rs 8700/-, Level 13 of the 7th CPC) or equivalent.</p> <p><u>Desirable:</u></p> <p>i). Qualification in the area of Management/Engineering /IT.</p> <p>ii) Experience in computerized administration/ financial/establishment matters.</p> <p>iii) Experience in executing ICT enabled & e-Governance projects in educational institutions.</p>
7.	Method of Recruitment	Direct recruitment, failing which on Deputation/ Transfer on Deputation/ on Contract basis for tenure of up to 5 years or till attaining the age of 60 years, whichever is earlier or as fixed by the UGC from time to time.

Recruitment Rules for the post of Driver

1.	Name of the Post	Driver
2.	Classification	Group C
3.	Scale of Pay	Rs.19,900 (Level 2 of Pay Matrix)
4.	Age Limit For Direct Recruitment (For Central & State Govt. Autonomous Bodies, University Employees)	30 years (35 years)
5.	Education and Other Qualifications required for Direct Recruitment	a) 8th class pass; b) Must have valid driving license for light motor vehicle; and c) 5 years driving experience.
6.	Method of Recruitment	Direct Recruitment