

For Members Only

**MINUTES OF 53<sup>rd</sup> FINANCE COMMITTEE MEETING**

*HELD ON*

**19 SEPTEMBER 2019**



GURU GOBIND SINGH  
INDRAPRASTHA  
UNIVERSITY

**GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY**  
**SECTOR -16-C DWARKA, NEW DELHI**

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**MINUTES OF THE 53<sup>RD</sup> MEETING OF THE FINANCE COMMITTEE HELD ON  
19 SEPTEMBER 2019 AT 02:00 P.M. IN THE CONFERENCE HALL OF THE  
GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, DELHI**

The 53<sup>rd</sup> Meeting of the Finance Committee was held on 19 September 2019 at 02:00 P.M. in the Conference Hall of Guru Gobind Singh Indraprastha University. Following Members were present in the meeting:

- |    |  |   |                                 |
|----|--|---|---------------------------------|
| 1. | Prof. (Dr.) Mahesh Verma, Hon'ble Vice Chancellor,<br>GGI Indraprastha University, Delhi.                                  | - | <b>Chairperson</b>              |
| 2. | Shri S.S. Gill, Director (Higher Education), Government<br>of NCT of Delhi, nominated by Secretary (Education).            | - | Member                          |
| 3. | Sh. A.M. Sehgal, Former Controller General of<br>Accounts, Ministry of Finance, Government of India.                       | - | Member                          |
| 4. | Dr. P.S. Nayyar, M.S. Sanjay Gandhi Memorial<br>Hospital.  | - | Member                          |
| 5. | Dr. Padmakar Mishra, OSD (Administration), M.G.<br>Central University of Bihar.  | - | Member                          |
| 6. | Sh. Manoj Kumar, Deputy Secretary (Finance),<br>Government of NCT of Delhi, nominated by Principle<br>Secretary (Finance). | - | Member                          |
| 7. | Sh. Ravi Dadhich, Registrar, GGSIP University  | - | <i>Special Invitee</i>          |
| 8. | Mrs. Rinku Gautam, Controller of Finance,<br>GGI Indraprastha University, Delhi  | - | <i>Non-Member<br/>Secretary</i> |

At the outset of the meeting, Hon'ble Vice Chancellor extended warm welcome to all the Members of the Finance Committee and gave his brief introduction, this being his first meeting with the Finance Committee Members after his joining the GGSIP University. The members also reciprocated their warm welcome to the Hon'ble Vice Chancellor, Chairman of the Finance Committee. The Hon'ble Vice Chancellor then introduced and congratulated Shri. Ravi Dadhich, on his joining as Registrar of the GGSIP University. This was followed by a round of brief introduction of all the members of the meeting.

Thereafter, with the permission of the Chair, agenda items were taken up.

**Agenda Item No.: FC-53.01:** To confirm the Minutes of the 52<sup>nd</sup> meeting of the Finance Committee held on 25<sup>th</sup> July, 2019.

The Members confirmed the minutes of the 52<sup>nd</sup> meeting of the Finance Committee held on 25 July 2019.

*53<sup>rd</sup> FC Meeting Minutes held on 19<sup>th</sup> September, 2019*





**Agenda Item No.: FC-53.02:      Action Taken Report on the proceedings of the 52<sup>nd</sup> Meeting of Finance Committee held on 25<sup>th</sup> July, 2019.**

The Members of the Finance Committee took note of the action taken on the proceedings of the 52<sup>nd</sup> meeting of the Finance Committee held on 25 July 2019.

Shri A.M. Sehgal, former Controller General of Accounts proposed that the Agenda Item be sent to all the Members of the Finance Committee atleast 10 days in advance, which was agreed to by the Hon'ble Vice Chancellor. He also expressed that the final action taken, in compliance to the decisions of the earlier Finance Committee meetings, if any remaining, be also informed to the members, once it is complete in totality. Shri Ravi Dadhich, Registrar of the University suggested that this exercise can be undertaken once a year, which was agreed to by all the Members of the Committee.

**Agenda Item No.: FC-53.03:      To consider and approve the Annual Accounts of the Guru Gobind Singh Indraprastha University for the Financial Year 2018-19.**

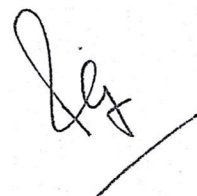
The members were informed about the preparation of Annual Accounts as per the Government prescribed formats and that the same are audited/reviewed by our Internal Auditors. Further, the variations between the two years (i.e. FY 2018-19 and FY 2017-18) under the various heads of income and expenditure and the Balance Sheet were also explained in detail. On being enquired by the members, it was informed that the procurements are made through the Gem Portal and as per the GFR provisions, the Income and Expenditure are in line with the RE 2018-19, etc.

Shri. Manoj Kumar, nominee Principle Secretary Finance raised a concern regarding settlement of advance in respect of DTTDC, which needs to be adjusted. This was taken a note of for compliance.

After detailed deliberations, all the Members unanimously approved the Annual Accounts of Guru Gobind Singh Indraprastha University for the Financial Year 2018-19.

**Agenda Item No.: F.C. 53.04:      To consider and approve the Annual Accounts of Guru Gobind Singh Indraprastha University Employees Contributory Provident Fund Trust for the Financial Year 2018-19.**

The members were informed that that presently all the employees are covered under the CPF Scheme managed by "GGSIPU Employees Contributory Fund Trust" and the contribution received from the employee and the employer are invested in the Govt. Securities and FDRs. Shri Padmakar Mishra enquired about the applicability of New Pension Scheme. It was informed to the Members that a proposal for consideration of General Provident Fund (GPF) Scheme in respect of





the Employees appointed prior to 01.01.2004 is under consideration of the Delhi Government; and, the employees who have joined on or after 01.01.2004 shall be covered under the New Pension Scheme and/or CPF, as per the rules.

The Members of the Finance Committee took note of the Annual Accounts of Guru Gobind Singh Indraprastha University Employees Contributory Provident Fund Trust for the Financial Year 2018-19.

**Agenda Item No.: F.C. 53.05: To consider and approve Organizing of Farewell Function on Superannuation of Employees of the GGS Indraprastha University.**

The Members of the Finance Committee unanimously approved organizing of the Farewell Function on Superannuation of Employees of GGS Indraprastha University as per the proposed scheme and guidelines as appended to the agenda.

**Agenda Item No.: F.C. 53.06: To consider and approve the revised/ upgraded perks and privileges to the University functionaries.**

The Members were informed that the last revision in the perks and privileges was approved in the 35<sup>th</sup> Finance Committee meeting and the rates have not been increased for more than 6 years. Further, with the implementation of the 7<sup>th</sup> CPC, the Central / State Government has also notified various Office Orders in respect of the perks and privileges to the Government Employees. The Members of the Finance Committee unanimously approved the perks and privileges to University functionaries. Some of the suggestions made by the members have been incorporated and the revised perks and privileges, with minor changes in the nomenclature etc. are enclosed at **Annexure-1 (5 pages)**.

**Agenda Item No.: F.C. 53.07: To consider and approve attending of training programme/ workshop/ seminar/ conference by Officers/ Official (Non teaching Employees) of the University.**

The Members of the Finance Committee unanimously approved attending of Training Programme/ Workshop/ Seminar/ Conference by Officers/ Official (Non teaching Employees) of the University as per the Regulations framed therefor as appended to the Agenda.

**Agenda Item No.: F.C. 53.08: To consider and approve the Grant for Purchase of Note Book/ Laptops or Similar Devices and Accessories for Non-Teaching Officers of the University.**

The Members of the Finance Committee unanimously approved Grant for Purchase of Note Book/ Laptops or Similar Devices and Accessories for Non-Teaching Officers of the University.



**Agenda Item No.: F.C. 53.09:** To consider and approve the modification in Clause 4.3: Medical Check-up, of the Medical Attendant & Treatment Regulation 2000 (Revised) approved by Board of Management in 63rd meeting held on 14.06.2016 vide Agenda Item No.63.05.

The Members of the Finance Committee were informed about the proposed modification in Clause 4.3(i) of the Medical Attendant & Treatment Regulations, 2000 (Revised). The members unanimously agreed to replace the period of Medical check-up for the employees of the University from "on every two year basis" to "on every year basis".

The members didn't accord their consent to the other proposal in respect of insertion of new sub clause (iii) in Clause 4.3 regarding eligibility of medical check-up of retired employees and their spouse once a year.

**Agenda Item No.: F.C. 53.10:** To consider and approve the creation of additional Administrative Posts in the University.

The members were informed about the proposal for creation of additional Administrative Posts in the University. It was informed that the last time the Posts were created in the year 2013; and, with increase in the activities and growth of the University, it has now become imperative to increase the strength of the employees in the University. Hon'ble Vice Chancellor also emphasised the rationale and growing need for creation of new Posts in the University. Director Higher Education suggested that a detailed comprehensive proposal for creation of posts be prepared duly justifying the creation of additional Posts.

Taking cognizance of the emergent requirements of creation of additional Posts in the University as explained in the meeting, all the members unanimously agreed that the matter can be considered by the Committee in its next meeting, which can be scheduled before the upcoming Board of Management meeting to be held on 15 October 2019.

#### **TABLE AGENDA**

**Agenda Item No.: F.C. 53.11:** To consider and approve the Revision of Fellowship amount under the UGC Scheme of Junior Research Fellowships (JRF) & Senior Research Fellowship (SRF) in Science, Humanities & Social Sciences.

The members were informed that the University has been awarding the Indraprastha Research Fellowships (IPRF) to the meritorious research scholars



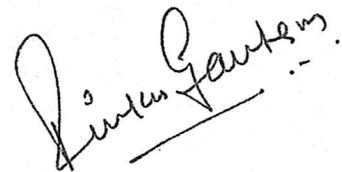


selected in the Ph.D. Programme in different University School of Studies. The University Grants Commission has vide Public Notice bearing reference No. F.11-5/2018(SA-I) dated 3 June 2019, enhanced the amount of rates of Fellowship amount under the UGC Scheme for Junior Research Fellowships (JRF) & Senior Research Fellowship (SRF) in Science, Humanities & Social Sciences (UGC-NET).

Accordingly, it is proposed to bring the IPRF fellowship amount at par with UGC scheme. The other existing terms and condition of IPRF will remain the same.

The Members of the Finance Committee unanimously approved Revision of Fellowship amount to Junior Research Fellowships (JRF) and Senior Research Fellowship (SRF) in Science, Humanities & Social Sciences under the UGC Scheme as proposed in the Agenda.

The meeting ended with a vote of thank to the Chair.



(Rinku Gautam)  
Controller of Finance &  
Ex-Officio Non-Member  
Secretary to Finance Committee

CONVEYANCE / TRANSPORT ALLOWANCE

| Approved by Finance Committee   |  |
|---|--|
| Designation   | Entitlement  |
| Vice Chancellor   | As per actual  |
| Pro Vice Chancellor/ Registrar/ Controller of Finance/ Controller of Exams.                                 | Office Car with a Driver alongwith petrol ceiling of 200 ltr. per month or *Rs. 20,000/- per month |
| Dean / Director/ Librarian/ OSD to Vice Chancellor / Proctor  | Rs.12,000/-+D.A. restricted to a maximum of *Rs.15,000/-   |
| Joint Registrar/ Deputy Registrar / Superintending Engineer   | Rs.10,000+D.A. restricted to a maximum of *Rs.12,000/-.  |
| Branch Head on functional requirement basis as may be approved by Hon'ble Vice Chancellor from time to time |  |

\* May be revised with the approval of Hon'ble Vice Chancellor.

- The concerned Officer has to give his / her consent to avail the Transport facility as mentioned above or to continue with the Transport Allowance as a part of Salary.





## HOSPITALITY FOR OFFICES

| Approved by Finance Committee  |  |
|--|--|
| Designation  | Entitlement (Maximum Rs.)                        |
| Vice Chancellor  | As per Actual                                    |
| Pro Vice Chancellor/ Registrar/ Controller of Finance/ Controller of Exam./ Librarian/ Deans/ Director/ Heads of USS/ OSD to Vice Chancellor/ Proctor/ Chief Warden. | Rs.3,000/- per month for office of each officer  |
| Joint Registrar/ Deputy Registrar/ Superintending Engineer/<br><br>Chairman/ Coordinators of Centres   | Rs. 2,000/- per month for office of each Officer |
| Assistant Registrar / Executive Engineer/ PRO/ Deputy Finance Officer/ Assistant Finance Officer/ Assistant Engineer.  | Rs. 1,500/- per month for office of each Officer |
| Section Officer or equivalent on functional basis as may be approved by Hon'ble Vice Chancellor from time to time.   | Rs. 500/- per month for office of each Officer   |



**NEWSPAPER / MAGAZINE / BRIEF CASE / LADIES PURSE**  
**(ON REIMBURSEMENT BASIS)**

| Approved by Finance Committee  |                        |  |
|--|------------------------|--|
| Designation  | Newspaper / Magazine** | Brief Case / Office bag/ Ladies Purse* |
| Vice Chancellor  | As per actual          | As per actual                          |
| Pro Vice Chancellor/ Registrar/ Controller of Finance/ Controller of Exams./ Librarian/ Deans / Directors/ OSD to Vice Chancellor and other equivalent Non-Teaching Staff on requirement basis | Rs. 1,100/-            | Rs. 10,000/-                           |
| Joint Registrar / Deputy Registrar / Superintending Engineer/ Deputy Librarian   | Rs. 850/-              | Rs. 8,000/-                            |
| Executive Engineer/ Assistant Registrar / Assistant Librarian/ Assistant Engineer/ Deputy Finance Officer /Assistant Finance Officer   | Rs. 500/-              | Rs. 5,000/-                            |
| Assistant Accounts Officer/ Sr. Technical Assistant/ S.O. / P.S.<br><br>Other officers on functional requirement basis   |                        | Rs.4,000/-                             |

*\*May be eligible for replacement after three years without surrendering the previous one.*

\* No advance will be given for purchase of brief case/ Office bag/ ladies purse. It will be on reimbursement basis after stock entry in Store Branch.

\*\* The entitlement for newspaper / magazine shall be on reimbursement basis on furnishing of certificate by the employee to the effect of having incurred the expenditure, on half yearly basis. Copy of certificate as per **Annexure-A**.

**Note:** Any officer as mentioned above, already taking reimbursement of newspaper / magazine etc. in some other capacity or under any grant, shall not be eligible under this facility.







**Guru Gobind Singh Indraprastha University**  
Sector 16-C, Dwarka, New Delhi – 110078

Name of the Applicant : \_\_\_\_\_

Designation : \_\_\_\_\_

Department / Branch : \_\_\_\_\_

Pay Level and Basic Pay (in Rs.) : \_\_\_\_\_

I certify that I have spent Rs. \_\_\_\_\_ towards purchase of Newspaper(s).

(i) January-June 20\_\_\_\_

OR

(ii) July-December 20\_\_\_\_

*(Only one option is to be ticked)*

I further declare that:

- (i) The Newspaper(s) in respect of which reimbursement is claimed, is/are purchased by me.
- (ii) The amount of which reimbursement is being claimed has actually been paid by me and has not/ will not be claimed by any other source.

Dated: \_\_\_\_\_

Signature :

Name :

**MOBILE, INTERNET, LANDLINE, MOBILE HANDSET**  
**(ON REIMBURSEMENT BASIS)**

| Approved by Finance Committee  |                              |                               |
|--|------------------------------|-------------------------------|
| Designation  | Mobile / Internet / Landline | Mobile Handset* (Life 2 Yrs.) |
| Hon'ble Vice Chancellor  | As per Actual                | As per actual                 |
| Pro Vice Chancellor/ Registrar / Controller of Finance/ Controller of Exams./ Librarian/ Deans/ Directors/ OSD to Vice Chancellor/ Proctor / Chief Warden  | Max. of Rs.4,000/- per month | Max. of Rs.25,000/-           |
| Joint Registrar/ Deputy Registrar/ Associate Director/ Prof. In charge of schools/ Superintending Engineer / Deputy Librarian  | Max. of Rs.2,700/- p.m.      | Max. of Rs.15,000/-           |
| Chairman/Coordinators of Centres   | Max. of Rs.2,000/- p.m.      | -                             |
| Executive Engineer /Medical Officer/ Hostel Warden/ Assistant Registrar/ Assistant Engineer/ Assistant Librarian / Deputy Finance Officer /Assistant Finance Officer / PRO and other officer on functionality basis. | Max. of Rs. 2,200/- p.m.     | Max. of Rs.12,000/-           |
| DDO/ Jr. Engineer  | Max. of Rs. 650/- p.m.       | --                            |
| Dealing hand each in GA/ E&S Branch/ UWD handling booking of Vehicle, Looking Sanitation Services & Security and Maintenance of Univ.<br><br>PS /PA of VC/PVC/Registrar/ COF /COE                                    | Max. of Rs. 400/- p.m.       | --                            |
| Drivers  | Max. of Rs. 350/- p.m.       |                               |

\* May be eligible for replacement after 2 years without surrendering the previous one.

*No advance will be given for purchase of Mobile handset. It will be on reimbursement basis after stock entry in Store Branch. Any officer as mentioned above already having a mobile handset in other capacity or under any grant shall not be eligible to avail this facility.*

*He*