

**HIDAYATULLAH NATIONAL LAW UNIVERSITY, RAIPUR (C.G.)**  
**MINUTES OF THE FINANCE COMMITTEE MEETING DATED 26.11.2013**

A meeting of the Finance Committee of the Hidayatullah National Law University took place at the Board Room of the University on 26.11.2013 at 3.30 p.m. The following members were present in the meeting:

1. Prof. (Dr.) Sukh Pal Singh, Hon'ble Vice-Chancellor, HNLU - Chairman
2. Smt. Sushma Sawant, Addl. Secretary, Law & Legislative Affairs Department, Government of Chhattisgarh - Member
3. Shri S.K. Chakravarty, Deputy Secretary, Finance Department, Government of Chhattisgarh - Member
4. Shri R.L. Masiya, Finance Officer, HNLU - Member
5. Prof. Hanumant Yadav, Faculty Member, HNLU - Member
6. Shri Amitabh Agrawal, Chartered Accountant, Raipur - Member
7. Shri Manaram Chauhan, Sr. Accounts Officer, Law & Legislative Affairs Department, Government of Chhattisgarh - Member
8. Shri Awadh Ram Sahu, Retd. D.G.M., SBI, Raipur (C.G.) - Member
9. Dr. Dipak Das, Registrar Incharge, HNLU - Member Secretary.

After verifying the quorum, the following agenda items were taken up as under:

<b>Sl.</b>	<b>Particulars of Agenda Item</b>
<b>1.</b>	<p><b><u>Perusal and approval of minutes of the Finance Committee meeting dated 06.09.2012.</u></b></p> <p><b><u>Notes:</u></b> Minutes of the Finance Committee meeting dated 06.09.2012 are placed for perusal and approval.</p> <p><b><u>Decision:</u></b> The Minutes of the Finance Committee meeting dated 06.09.2012 were read and confirmed.</p>
<b>2.</b>	<p><b><u>Issue of Balance Payment to M/s. NCCL</u></b></p> <p><b><u>Notes:</u></b> The recommendations of the Finance Committee meeting dated 06.09.2012 regarding issue of balance payment to M/s. NCCL were placed before the Executive Council in its meeting dated 22.09.2012.</p> <p>The Executive Council meeting dated 22.09.2012 decided as under:-</p> <p><b><u>Decision:</u></b> On this agenda item, the Executive Council approved the recommendations of the Finance Committee as under:</p> <ol style="list-style-type: none"><li>(1) The balance amount of Rs.4,32,83,628/- (Rupees Four Crores Thirty Two Lacs Eighty Three Thousand Six Hundred and Twenty Eight) may be paid to M/s. NCCL, Hyderabad against the bills certified/verified by Engineer-in-Charge (i.e. Certified/verified by P.W.D.) as under:<ol style="list-style-type: none"><li>(a) In view of rectification of most of the defects, 70% of the certified/verified amount may be released.</li><li>(b) The remaining 30% of the certified/verified amount may be released after rectification of remaining defects/completion of remaining work.</li></ol></li><li>(2) The claim/bill of M/s. NCCL for Rs.1.70 Crores against R.A. Bill No. 23 for work</li></ol>

Sl.	Particulars of Agenda Item
	<p>done upto 30.09.2009, and also bills for subsequent work done which are yet to be raised by M/s. NCCL before final handing over, may be got verified/certified by a three member Committee consisting of the University Engineer, Executive Engineer, NRDA who is also a member of the Building Committee of the University and one more Engineer of the Government Department/government undertaking. Based on the verification of this committee, payment towards R.A. Bill No. 23, and subsequent work, may be released to M/s. NCCL.</p> <p>(3) That there is no provision in the contract agreement executed between HNLU and NCCL for payment of interest and other charges to contractor on outstanding payments. Hence, payment on this account cannot be considered. Intimation to this effect may be given to M/s. NCCL. Penalty also cannot be imposed on the contractor since there is no provision in the contract agreement executed between HNLU and NCCL.</p> <p>(4) After making the above payments to M/s. NCCL (incl. the bills yet to be checked &amp; verified alongwith such additional bills, if any, that may be raised by the contractor at the time of raising final bills for the work executed after submission of R.A. Bill No.23), it shall be considered as full and final payment.”</p> <p>The decision of the Executive Council meeting dated 22.09.2012 has been complied with.</p> <p>M/s. NCCL vide its letter dated 07.01.2013 has submitted R.A. Bill No. 24(R) for Rs.1,76,61,727/- (Rupees One Crore Seventy Six Lakhs Sixty One Thousand Seven Hundred Twenty Seven Only) for work done from 01.10.2009 to 31.12.2012, towards all the withheld and balance quantities. The bill has been checked and verified by the above committee for Rs.1,76,61,727/- (Rupees One Crore Seventy Six Lacs Sixty One Thousand Seven Hundred and Twenty Seven).</p> <p>Accordingly, as per recommendations of Finance Committee meeting dated 06.09.2012 and as per the decision of the Executive Council meeting dated 22.09.2012, R.A. Bill No. 24(R) for Rs.1,76,61,727/- (Rupees One Crore Seventy Six Lakhs Sixty One Thousand Seven Hundred Twenty Seven Only), is placed for perusal and approval for payment.</p> <p><b>Decision:</b> R.A. Bill No. 24(R) has been checked and verified by the above committee constituted for the purpose wherein one member of the Committee has verified it on the basis of verification of the other two members.</p> <p>The Finance Committee has treated his verification equivalent to verification of bills by the other two members and recommended that this may be informed to the person concerned. The Finance Committee recommended that in case he does not own the responsibility of verification then the Vice-Chancellor may nominate any other person not below the rank of Executive Engineer for the purpose. The Finance Committee recommended that after compliance of the above, payment of the bill may be made.</p>



Sl.	<u>Particulars of Agenda Item</u>																															
3.	<b>Construction of Vice-Chancellor's Bungalow</b>																															
	<b>Notes:</b>																															
	The matter of construction of Vice-Chancellor's Bungalow was placed before the Finance Committee in its meeting dated 06.09.2012. After going through the estimates, the Finance Committee recommended approval for carrying out the following works:																															
	<table border="1"> <thead> <tr> <th>Sl.</th> <th>Particulars</th> <th>Estimates (Rs. In Lacs)</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Vice-Chancellor's Bungalow RCC &amp; Civil Works</td> <td>102.63</td> </tr> <tr> <td>2.</td> <td>Camp Office</td> <td>15.11</td> </tr> <tr> <td>3.</td> <td>Compound Wall</td> <td>47.88</td> </tr> <tr> <td>4.</td> <td>Security Room &amp; Car Shed</td> <td>14.66</td> </tr> <tr> <td>5.</td> <td>Class IV Quarters</td> <td>21.43</td> </tr> <tr> <td>6.</td> <td>External Development</td> <td>34.05</td> </tr> <tr> <td>7.</td> <td>Architectural and Structural Design Services</td> <td>17.19</td> </tr> <tr> <td>8.</td> <td>VAT @5% + Service Tax 4.944%, Labour Cess @ 1%, any taxes as applicable + Escalation as per existing contract</td> <td>20.92</td> </tr> <tr> <td></td> <td style="text-align: right;">Total</td> <td>273.87</td> </tr> </tbody> </table>		Sl.	Particulars	Estimates (Rs. In Lacs)	1.	Vice-Chancellor's Bungalow RCC & Civil Works	102.63	2.	Camp Office	15.11	3.	Compound Wall	47.88	4.	Security Room & Car Shed	14.66	5.	Class IV Quarters	21.43	6.	External Development	34.05	7.	Architectural and Structural Design Services	17.19	8.	VAT @5% + Service Tax 4.944%, Labour Cess @ 1%, any taxes as applicable + Escalation as per existing contract	20.92		Total	273.87
Sl.	Particulars	Estimates (Rs. In Lacs)																														
1.	Vice-Chancellor's Bungalow RCC & Civil Works	102.63																														
2.	Camp Office	15.11																														
3.	Compound Wall	47.88																														
4.	Security Room & Car Shed	14.66																														
5.	Class IV Quarters	21.43																														
6.	External Development	34.05																														
7.	Architectural and Structural Design Services	17.19																														
8.	VAT @5% + Service Tax 4.944%, Labour Cess @ 1%, any taxes as applicable + Escalation as per existing contract	20.92																														
	Total	273.87																														
	<p>The Finance Committee also recommended that the work of interiors will be considered only after completion of the above buildings. The recommendations of the Finance Committee meeting dated 06.09.2012 were approved by the Executive Council in its meeting dated 22.09.2012. The above estimates were submitted by M/s. Nagarjuna Construction Company Ltd. (NCC Limited), which had carried out construction of academic-cum-administrative block, boys' and girls' hostels, staff quarters and other buildings. The company had also started construction of the Vice-Chancellor's Bungalow alongwith other buildings but the construction work is incomplete and has been pending for want of finalization of estimates. Since the estimates submitted by the construction company for construction of Vice-Chancellor's Bungalow have been approved by the Finance Committee in its meeting dated 06.09.2012 and Executive Council meeting dated 22.09.2012, the matter is placed for decision regarding getting it constructed from the construction company.</p>																															
	<b>Decision:</b>																															
	The Finance Committee recommended that since the construction company had already started the construction of the Vice-Chancellor's Bungalow and the estimates submitted for construction of the Vice-Chancellor's Bungalow and other allied works have already been approved by the Finance Committee and Executive Council in their last meetings, the work may be got done from the Construction Company itself. However, the Finance Committee observed that the above mentioned estimates were submitted by the construction company more than one year ago, therefore, confirmation may be sought from the construction company as to whether it is still willing and ready to carry out the work as per the estimates already submitted by it for the purpose. And if the construction company is willing and ready to complete the construction work as per the estimates, work order may be issued to it accordingly.																															

Sl.	Particulars of Agenda Item
4.	<p><b><u>Placing Revised Budget Estimates of the University for the F.Y. 2013-14 and 2014-15 for perusal and approval.</u></b></p> <p><b><u>Notes:</u></b> The Revised Budget Estimates of the University for the F.Y. 2013-14 and 2014-15 are placed for perusal and approval.</p> <p><b><u>Decision:</u></b> The Finance Committee recommended approval to the Revised Budget Estimates for the F.Y. 2013-14 and Budget Estimates for 2014-15.</p> <p>The Finance Committee also recommended that estimated expenditure under the head salary may be reduced by 85.18 Lacs for the F.Y. 2013-14 so as to bring the revised budget estimates for the F.Y. 2013-14 at par with the earlier budget estimates for the F.Y. 2013-14.</p>
5.	<p><b><u>Placing Audit report of C.A. for the F.Y. 2012-13 for perusal.</u></b></p> <p><b><u>Notes:</u></b> Audit report of the Chartered Accountant for the F.Y. 2012-13 is placed for perusal.</p> <p><b><u>Decision:</u></b> The Finance Committee perused the Audit Report of the Chartered Accountant for the F.Y. 2013-14.</p>
6.	<p><b><u>Intimation regarding UGC Grant received for the XII Plan period.</u></b></p> <p><b><u>Notes:</u></b> The University has received UGC communication D.O. No. 87-1/2012 (SU-1) dated 25.06.2013, conveying UGC's sanction of Rs.9.22 Crores (Rupees Nine Crore Twenty Two Lacs only) for the XII Plan allocation, including the Plan grant already released by it on adhoc basis. So far the University has received Rs.3.72 Crores (Rupees Three Crores Seventy Two Lacs) towards allocation for XII Plan period. Out of this Rs.1.25 Crores has been utilized and Utilization Certificate has been submitted to UGC as per UGC guidelines. Further, as per UGC's communication dated 25.06.2013, item-wise re-priorities of the University have been intimated to UGC vide letter dated 11.09.2013. UGC's sanction letter dated 25.06.2013 and University's letter dated 11.09.2013 are placed for perusal.</p> <p><b><u>Decision:</u></b> The Finance Committee noted the above developments.</p>
7.	<p><b><u>Intimation regarding State Government's sanction for construction of One Boys' Hostel and One Girls' Hostel in the University.</u></b></p> <p><b><u>Notes:</u></b> The student strength of the University is increasing every year since the intake has enhanced and admission to all the seats of B.A. LL.B. (Honours) and LL.M. has been going full since 2011. In view of it, need had been felt to have additional Boys' and Girls' Hostel for accommodating the increasing</p>

Sl.	Particulars of Agenda Item
	<p>student strength. Accordingly, proposal was sent to the State Government for providing approval and funds for construction of One Boys' and One Girls Hostel. Government, accepting the University's proposal gave administrative approval of Rs.26.75 Crores for the purpose.</p> <p>Through tender process, the work of construction of the hostels has commenced w.e.f. 25.09.2013 as per State Government's approval dated 12.09.2013 and necessary funds received from the State Government. The hostels are to be constructed within a period of fifteen months.</p> <p><b>Decision:</b> The Finance Committee noted the above developments.</p>
8.	<p><b>Campus Development - Street Lighting of the Campus</b></p> <p><b>Notes:</b> On the recommendations of the Finance Committee meeting dated 17.08.2012, the Executive Council in its meeting dated 22.09.2012 had accorded approval of Rs.109.00 Lakhs for setting up of Solar Photovoltaic Power Plant (SPVPP) of 100 KWp as per proposal of CREDA (Chhattisgarh State Renewable Energy Development Agency).</p> <p>The Vice-Chancellor further negotiated with the CREDA authorities for reducing the cost/share of the University for setting up the Power Plant. Accordingly, CREDA vide its letter dated 29.12.2012 substantially reduced the University's share from Rs.109.00 Lacs to Rs.50.00 Lacs with cost free maintenance of the plant for five years.</p> <p>Constant need has been felt for street lighting of the campus. CREDA vide its letters dated 17.06.2013 and 11.09.2013 has submitted following two separate project proposals for supply and installation of streetlights in the campus.</p> <p>(i) Supply and installation of 60W LED Street Lights at various buildings in the campus - 150 Nos. alongwith mounting pipes and cables (Cost Rs.17,13,075/-) with CREDA's subsidy of Rs. and Rs.7,44,188/- (Rupees Seven Lacs Forty Four Thousand One Hundred and Eighty Eight) and University's share being Rs.9,68,887/- (Rupees Nine Lacs Sixty Eight Thousand Eight Hundred and Eighty Seven); for which work order has been placed with CREDA;</p> <p>(ii) Supply and installation of Street lights (Main Gate to Academic Block/All around boundary wall/street light near Boys Hostel with Play Ground/Street light Near Girls Hostel) costing Rs.19,00,000/- (Rupees Nineteen Lacs)</p> <p>Relevant documents pertaining to CREDA are enclosed.</p> <p>Thus, as against the residual approved amount of Rs.59,00,000/- (Rs.109.00 Lacs - Rs.50.00 Lacs), the University has received proposals for street lighting of the campus for Rs.28,68,887/- (Rupees Twenty Eight Lacs Sixty Eight Thousand Eight Hundred and Eighty Seven) which are placed for perusal and approval.</p>

Sl.	<u>Particulars of Agenda Item</u>
	<p><b>Decision:</b> The Finance Committee recommended approval of Rs.28,68,887/- (Rupees Twenty Eight Lacs Sixty Eight Thousand Eight Hundred and Eighty Seven) for getting the work of street lighting of the campus to be done from CREDA as per its proposals.</p>
9.	<p><b><u>Extension of Academic Block by constructing more floors and classrooms.</u></b></p> <p><b>Notes:</b> As per requirement, the University proposes extension of Academic Block (by constructing first &amp; second floors and classrooms) in the UGC building, ground floor of which is already nearing completion with UGC's financial assistance towards the XI Plan period.</p> <p>The extension of academic block is very much required because the existing classrooms in the main academic cum administrative building, are of smaller size (40 to 45 students per class). The number of students has increased substantially and hence for accommodating bigger sections, bigger classrooms are required as per BCI guidelines (to accommodate 60 students per room). This is essential to address larger number of students at a time with standard classrooms and to organize the classes properly.</p> <p>The extension of the academic building (first floor, second floor including classrooms and one lift) is estimated to cost Rs.7.17 Crores (Rupees Seven Crores Seventeen Lacs).</p> <p>It is proposed that this expenditure is to be met out partially from the XII Plan Allocation made by UGC vide its letter dtd. 25.06.2013 and as per the repriorities communicated to UGC by the University vide its letter dated 11.09.2013 for Rs.4.61 Crores (Rupees Four Crores Sixty One Lacs) towards construction.</p> <p>It is also proposed that the balance Rs.2.56 Crores (Rupees Two Crores Fifty Six Lacs) may be met out from Rs.2.62 Crores (Rupees Two Crores Sixty Two Lacs) generated as net revenue from CLAT 2013 as University's share.</p> <p>It is proposed that looking to the requirement, extension of academic block (construction of first floor, second floor and classrooms) may be commenced by the University, initially, from its funds.</p> <p><b>Decision:</b> The Finance Committee recommended approval to the estimates of Rs.7.17Crores (Seven Crores Seventeen Lacs) for extension of the academic block by constructing two more floors and classrooms with UGC Share of Rs.4.61 Crores (Four Crores Sixty One Lac) and University's CLAT share of Rs.2.56 Crores (Rupees Two Crores Fifty Six Lacs).</p>



Sl.	Particulars of Agenda Item
10.	<p><b><u>White Washing/colour wash of the existing Buildings.</u></b></p> <p><b><u>Notes:</u></b> Need is felt for white washing/colour wash of existing buildings in the campus. There has also been continuous demand from students for white wash/colour wash of the hostels and the main building. Looking to the requirement, expression of interest was invited for the work. For external and internal painting of existing buildings constructed by M/s. NCC Ltd. (Academic Block, Boys' Hostel, Girls' Hostel, 2-Bedded Staff Quarters, 3-Bedded Staff Quarters, Class IV Staff Quarters, Sub-station control room, Over Head Tank, Pump Rooms, Sewage Treatment Plant), the University has received estimates of Rs.1.44 Crores (Rupees One Crore Forty Four Lacs).</p> <p>Accordingly, the matter is placed for decision for getting the work done.</p> <p><b><u>Decision:</u></b> The Finance Committee recommended approval to the estimates of Rs.1.44Crores (One Crore Forty Four Lacs) for white washing/colour wash of the above buildings.</p>
11.	<p><b><u>Construction of Store-cum-Workshop.</u></b></p> <p><b><u>Notes:</u></b> Looking to the requirement, expression of interest was invited for the work. For construction of workshop, the University has received estimates of Rs.30.54 Lacs (Rupees Thirty Lacs Fifty Four Thousand).</p> <p>Accordingly, the matter is placed for decision for getting the work done.</p> <p><b><u>Decision:</u></b> The Finance Committee recommended approval to the estimates of Rs.30.54Lacs (Rupees Thirty Lacs Fifty Four Thousand) for construction of Store-cum-Workshop.</p>
12.	<p><b><u>Construction of 60-Bedded Barracks for Security personnel and workers of the University Mess.</u></b></p> <p><b><u>Notes:</u></b> The University had shifted to its new Uparwara campus in the year 2009. As per requirement the University engages security personnel and mess personnel for the purpose of security arrangements and mess arrangements for the students. The student strength is increasing substantially due to increase in intake and filling up of all the seats of B.A. LL.B. (Honours) and LL.M. since the year 2011. For the purpose of maintaining security arrangements round the clock and also to smoothly run the mess services for the students, it is essential that the workers engaged in maintaining these services reside in the campus itself. Looking to the requirement, expression of interest was invited for the work. It is, therefore, proposed to construct 60-bedded barrack for their stay in the campus. The estimated cost for construction of the barracks is Rs.60.00 Lacs (Rupees Sixty Lacs) as per the estimates received.</p>



Sl.	<u>Particulars of Agenda Item</u>
	<p>The matter is placed for discussion and decision for getting the work done.</p> <p><b>Decision:</b> The Finance Committee recommended approval to the estimates of Rs.60.00Lacs (Rupees Sixty Lacs) for construction of 60-Bedded Barracks.</p>
13.	<p><b><u>Construction of Over Head Tank of Three Lakh Litres capacity with underground sump of Two Lakh Litres capacity</u></b></p> <p><b>Notes:</b> The University had shifted to its new Uparwara campus in the year 2009. The student strength is increasing substantially due to increase in intake and filling up of all the seats of B.A. LL.B. (Honours) and LL.M. since the year 2011. Various buildings have been constructed and others are under construction. Due to increase in number of students and buildings, the University is facing severe problems with regard to storage and distribution of water. Need is felt to construct one Over Head Tank of the capacity of Three Lakh litres capacity with underground sump of Two Lakh Litres capacity towards Boys Hostel. Looking to the requirement, expression of interest was invited for construction of the Over Head Tank for which the University has received estimates of Rs.1.20 Crores (One Crore Twenty Lakhs).</p> <p>The matter is placed for discussion and decision for getting the work done.</p> <p><b>Decision:</b> The Finance Committee recommended approval to the estimates of Rs.1.20Crores (Rupees One Crore Twenty Lacs) for construction of the Over Head Tank with underground sump.</p>
14.	<p><b><u>Installation of Fire-fighting system at various buildings in the University.</u></b></p> <p><b>Notes:</b> The University is having fixed assets worth Rs.49.77 Crores. These assets include books, journals, equipment, furniture, various buildings etc.</p> <p>It is felt essential to have a proper and efficient fire-fighting system in various buildings of the University to prevent any unforeseen incident of loss due to fire. The University has received estimates of Rs.4.48 Crores (Rupees Four Crores Forty Eight Lacs) for supply and installation of Fire Fighting System and Fire Alarm System to Five Buildings i.e. Existing Boys Hostel, Girls Hostel, Existing Academic Block-2, newly under construction Boys and Girls Hostel in HNLU campus. The matter is placed for discussion and decision.</p> <p><b>Decision:</b> The Finance Committee recommended that agencies expert in installation of Fire-Fighting System may be consulted and thereafter the matter may be placed before the Finance Committee.</p>



Sl.	<u>Particulars of Agenda Item</u>
15.	<p><b><u>Proposal received for One Time Service/Maintenance of Fire Fighting and Fire Alarm System at Existing Academic-cum-Administrative block</u></b></p> <p><b><u>Notes:</u></b>  The University has one Fire Fighting and Fire Alarm System installed in the existing Academic-cum-administrative block which was installed by M/s. NCCL prior to August 2009. Service/Maintenance of the system is required to make it operational/functional. The University has received proposal for One Time Service/Maintenance of the System from M/s. NCCL for Rs.13.29 Lacs (Rupees Thirteen Lacs Twenty Nine Thousand).</p> <p>The matter is placed for discussion and decision.</p> <p><b><u>Decision:</u></b>  The Finance Committee recommended approval of Rs.13.29 Lacs (Rupees Thirteen Lacs Twenty Nine Thousand) for getting the work done from the company.</p>
16.	<p><b><u>Proposal received for completion/construction of Class IV Staff quarters near Boys Hostel.</u></b></p> <p><b><u>Notes:</u></b>  M/s. Nagarjuna Construction Company Ltd. (NCC Limited), had carried out construction of academic-cum-administrative block, boys' and girls' hostels, staff quarters and other buildings. The company had also started construction of Four Class IV Staff Quarters (work done upto plinth beams and columns) but the construction work remained incomplete for settlement of issue of balance payment. M/s. NCC Ltd. has submitted proposal for completing the incomplete Four Class IV Staff Quarters and for construction of Four more Class IV Staff quarters on a total cost of Rs.55.72 Lacs (Rupees Fifty Five Lacs Seventy Two Thousand).</p> <p>The matter is placed for discussion and decision.</p> <p><b><u>Decision:</u></b>  The Finance Committee recommended that the matter may be re-examined and thereafter may be placed before the Finance Committee.</p>
17.	<p><b><u>Construction of Auditorium in the campus.</u></b></p> <p><b><u>Notes:</u></b>  Need has been felt since long for construction of auditorium in the campus. The auditorium is required for organizing big events like Convocation Ceremonies, Seminars, Conferences and various important functions in which the participation may range from 1000 persons to 1500 persons at a time. Expression of interest was invited for the work. The University has received estimates for Rs.17.56 Crores (Rupees Seventeen Crores Fifty Six Lacs). Since, the work is essential and involves huge amount, the estimates have been sent to the State Government for approval and allocation of funds. The matter is placed for perusal and approval.</p>

Sl.	Particulars of Agenda Item
	<p><b>Decision:</b> The Finance Committee recommended approval to the proposal sent to the State Government for Construction of Auditorium.</p>
18.	<p><b>Campus Development – Landscaping and beautification of the campus</b></p> <p><b>Notes:</b> Need has been felt since long for landscaping and beautification of the campus so as to develop it as a premier Law School of the country in terms of infrastructure. This is very much essential for the name and fame of the University as well as to attract recruiters to the campus for placements. Expression of interest was invited for the work. The University has received proposal for the work, estimated cost of which is Rs.19.30 Crores (Rupees Nineteen Crores Thirty Lacs).</p> <p>Since, the work is essential and involves huge amount, the estimates have been sent to the State Government for approval and allocation of funds.</p> <p>The matter is placed for discussion and decision.</p> <p><b>Decision:</b> The Finance Committee recommended approval to the proposal sent to the State Government for Landscaping and beautification of the campus.</p>
19.	<p><b>Insurance of University's assets</b></p> <p><b>Notes:</b> The University is having assets worth Rs.49.77 Crores. These assets include books, journals, equipment, furniture, various buildings etc. It is felt essential to have comprehensive insurance of the assets to safeguard them from probable risks of theft, damages and losses etc.</p> <p>The matter is placed for discussion and decision.</p> <p><b>Decision:</b> The Finance Committee recommended approval for insurance of University's assets. The Finance Committee recommended that proposals may be obtained from Insurance Companies for the purpose.</p>
20.	<p><b>Employee Welfare Measure – Grant of some token amount as financial incentive on festive occasions to Class IV employees working on collector rates.</b></p> <p><b>Note</b> The University is having about 50 Class IV employees working on collector rates. We do not provide bonus or other incentives to these employees like other organizations. Our Class IV employees face financial difficulties on festive occasions. Hence, as an Employee Welfare Measure, it is proposed that we may provide them financial incentives @ Rs.1000/- per person on two festive occasions a year.</p>




Sl.	<b>Particulars of Agenda Item</b>
	<p>Thus for 50 employees, the financial implication will be Rs.1.00 Lac a year.</p> <p>As an Employee Welfare Measure, it is proposed that this may be approved and accordingly, the same may be included in the University's budget every year. The matter is placed for discussion and decision.</p> <p><b>Decision:</b> The Finance Committee recommended for creation of a Staff Welfare Fund with initial allocation of Rs.10.00 Lacs for the purpose. The Finance Committee also recommended that rules regarding creation and operation of the Fund may be prepared and placed before the Finance Committee.</p>
21.	<p><b><u>Engaging own security guards/personnel and housekeeping workers on collector rates in place of hiring through agencies.</u></b></p> <p><b>Notes:</b> The University has been availing the services of security and housekeeping personnel through outsourcing agencies from time to time. However, the agencies are providing only local and untrained/incompetent persons despite continuous instructions, advices and reminders. The persons engaged are also not carrying out their duties properly and since they are under the control of the agencies, they do not give proper heed to the instructions of University authorities/officials.</p> <p>It is therefore, proposed that in place of availing services through outsourcing agencies, the University must engage on its own suitable persons as security guards/personnel and housekeeping workers on collector rates. The University will save Service Tax @ 12.36% (at the rate of Twelve Point Three Six Percent) on wage bills which is now being paid for hiring services through outsourcing agencies.</p> <p><b>Decision:</b> The Finance Committee recommended that the services may be hired through outsourcing agencies only to avoid future complications.</p>
22.	<p><b><u>Creation of a post of Administrative-cum-Protocol Officer</u></b></p> <p><b>Notes:</b> Requirement is felt to have an Administrative-cum-Protocol Officer in the University to make necessary arrangements for dignitaries, delegates visiting and officials of the University from time to time as per protocol requirements. It is, therefore, proposed that a post of Administrative-Cum-Protocol Officer in the Pay Band 15600-39100 with Grade Pay of Rs.5400 may be created.</p> <p><b>Decision:</b> The Finance Committee recommended for the creation of a post of Administrative-cum-Liaison Officer in the Pay Band 15600-39100 with Grade Pay of Rs.5400 in place of the proposed post of Administrative-cum-Protocol Officer.</p>

Sl.	<b>Particulars of Agenda Item</b>
23.	<p><b><u>Information Technology Audit (I.T. Audit)</u></b></p> <p><b>Notes:</b> The student strength, student intake and number of buildings has increased substantially. Internet and Wi-Fi facility is provided in the entire campus in various buildings as per requirement. However, there has been a continuous problem of internet connectivity round the clock and the required bandwidth despite purchasing the required equipments and subscribing to internet service providers. Thus, need is felt for Information Technology Audit to check and rectify the problems related to internet connectivity and proper distribution in the campus. Accordingly, the matter is placed for perusal and approval for getting the I.T. Audit done in the University campus and to take necessary remedial steps based on the I.T. Audit.</p> <p><b>Decision:</b> The Finance Committee recommended for getting the I.T. Audit work done as per requirement.</p>
24.	<p><b><u>Requirement for Repairs &amp; Maintenance/Selling the Building located at Avanti Vihar, Raipur</u></b></p> <p><b>Notes:</b> The University is having one Building (containing 10 flats) located at Avanti Vihar, Raipur. Initially it was purchased in the year 2003-04 to use it as girls' hostel of the University. Later on, when bigger buildings were hired for the purpose of hostels, the building was being used as residential quarters for faculty and staff members of the University. During the audit for the F.Y. 2003-04, the office of the Accountant General, Chhattisgarh had raised objections that when the University is in the process of constructing its own campus which will have hostels and staff quarters, the purchase of the building was unwarranted. The then administration had replied that the building will be sold off, once the University shifts to its campus. The building was purchased by the University in the year 2003-04 for Rs.62.00 Lacs (Rupees Sixty Two Lacs).</p> <p>At present, the building is being used as residential quarters for staff members. Since the building is old, it requires white washing/colour wash, repairs and maintenance from time to time. The University has shifted to its campus in the year 2009-10 and is having hostels as well as residential quarters for faculty and staff members.</p> <p>In view of the above, it is proposed that either the building may be maintained/renovated properly by white washing/colour wash, repairs etc. as per requirement or the same may be sold out. The matter is placed for discussion and decision.</p> <p><b>Decision:</b> The Finance Committee recommended for the sale of the building since the University has already shifted to its own campus.</p>



Sl.	Particulars of Agenda Item					
25.	<b>Auction of unserviceable One Bus, One Bolero and One Indica Car.</b>					
	<b>Notes:-</b>					
	The University's following vehicles are unserviceable warranting heavy repairs and maintenance; frequent breakdowns, hence it is proposed to dispose them off through auction.					
	The brief particulars of the vehicles are as under:-					
Sl.	Particulars of vehicle	Date of Purchase	Book Value as on the date of purchase	Total Kms. Run till date	Unserviceable since	Average Mileage
1.	25-seater Mahindra Bus Reg.No. CG-04/D-7782	06.01.2005	Rs.6,65,000/-	121930	01.08.2011	5.01
2.	7-Seater Mahindra Bolero Diesel Jeep Reg. No. CG-04/H-0334	14.02.2005	Rs.4,85,000/-	101899	29.12.2010	-
3.	5-Seater Indica Car Reg. No. CG-04/B-6422	16.02.2004	Rs.3,43,160/-	106680	01.06.2013	9.61
	The matter is placed for discussion and decision.					
	<b>Decision:</b>					
	The Finance Committee recommended for auction of the vehicles.					
26.	<b>Auction of suitcases used in CLAT-2013 examination.</b>					
	<b>Notes:</b>					
	CLAT-2013 was conducted by the University, this year. For smooth conduct of the test and to ensure proper security and safety of the examination material 100 Nos. suitcases were purchased from CLAT 2013 Account. The opportunity of conducting the CLAT examination is given to the member University by turn which decides modalities and makes arrangements on its own. The next opportunity for conducting the CLAT may be available to HNLU atleast after 14-15 years. The University is not having any other use of these suitcases. Hence it is proposed that the suitcases may be auctioned. The matter is placed for discussion and decision.					
	<b>Decision:</b>					
	The Finance Committee recommended for auction of the suitcases.					

Sl.	<u>Particulars of Agenda Item</u>
27.	<p data-bbox="284 227 1458 292"><b>Discussion and decision regarding arrangements for Second Convocation Ceremony.</b></p> <p data-bbox="284 299 389 331"><b>Notes:</b></p> <p data-bbox="284 334 1458 679">As decided by the Executive Council of the University, the Second Convocation Ceremony is to be organized in a grand way since convocation of seven graduated batches is to be held. Expression of interests was invited from Event Management Firms/companies for organizing the Convocation Ceremony in a grand way in the campus itself. The University has received proposals/estimates ranging from Rs.35.54 Lacs, Rs.37.52 Lacs to Rs.42.52 Lacs. The comparative chart of the proposals received for making necessary arrangements for organizing the Convocation Ceremony in the campus is placed for perusal. Profiles/Proposals of the firms/companies for organizing Convocation Ceremony are also placed for perusal.</p> <p data-bbox="284 716 1458 781">Accordingly, the matter is placed for discussion and decision regarding arrangements to be made for Second Convocation Ceremony.</p> <p data-bbox="284 819 432 851"><b>Decision:</b></p> <p data-bbox="284 853 1458 1022">The Finance Committee recommended that the arrangements for the Second Convocation Ceremony may be made through the Event Management Firms/Companies as per the estimates submitted by them. But the firm/company may be finalized only after their presentation and negotiation with them.</p>
28.	<p data-bbox="284 1067 1458 1100"><b>Any other matter with the permission of the Chair.</b></p>



REGISTRAR  
HIDAYATULLAH NATIONAL LAW UNIVERSITY  
RAIPUR (C.G.)