

HIDAYATULLAH NATIONAL LAW UNIVERSITY, NAYA RAIPUR (C.G.)**MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON
31.07.2018, 3.30 P.M.**

A meeting of the Finance Committee of the Hidayatullah National Law University took place on 31.07.2018 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. Shri Ravishankar Sharma, Principal Secretary, Law and Legislative Affairs Department, Government of Chhattisgarh - Member
3. Shri S.K. Chakravarty, Joint Secretary, Finance Department, Government of Chhattisgarh - Member
4. Prof. Hanumant Yadav, Faculty Member, HNLU - Member
5. Shri Raj Bhan Singh, Finance Officer, HNLU - Member
6. Dr. Ayan Hazra, Registrar (I/c.), HNLU - Member Secretary

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

Sl.	Particulars of Agenda Item
1.	<p><u>Perusal and confirmation of minutes of the Finance Committee meeting dated 07.04.2018</u></p> <p><u>Notes:</u> Minutes of the Finance Committee meeting dated 07.04.2018 are placed for perusal and confirmation.</p> <p><u>Decision:</u> Minutes of the Finance Committee meeting dated 07.04.2018 were perused and confirmed.</p>
2.	<p><u>Amendments to the University Regulations dealing with Travelling and Daily Allowances of Persons who are not employees of the University.</u></p> <p><u>Notes:</u> Owing to implementation of recommendations of the Seventh Pay Commission w.e.f. 01.01.2016 by the Central Government and State Government, in fitness of things it is proposed that amendments may be made to the University Regulations dealing with Travelling and Daily Allowances of Persons who are not employees of the University. Accordingly, draft regulations dealing with Travelling and Daily Allowances of Persons who are not employees of the University, incorporating necessary changes are placed for perusal and recommending approval to the same.</p> <p><u>Decision:</u> The Finance Committee perused the regulations and after incorporating necessary changes recommends approval to the same which are enclosed herewith and form part of the minutes of the meeting.</p>

3.8.18

REGISTRAR
Hidayatullah National Law University
Government, Raipur, Raipur (C.G.)

(Signature)

Sl.	<u>Particulars of Agenda Item</u>
3.	<p><u>Perusal and approval to the draft Rules and Regulations for financial assistance to the students of HNLU participating in National and International Moot Court Competitions.</u></p> <p><u>Notes:</u> The State Government of Chhattisgarh makes provision of Rs.1.00 Crore (Rupees One Crore) in its annual budget and out of the provisioned amount releases grant for providing financial assistance to the students of HNLU for their participation in National and International Moot Court Competitions.</p> <p>For providing financial assistance to the students, draft rules and regulations have been prepared which are placed before the Finance Committee for perusal and recommending approval to the same.</p> <p><u>Decision:</u> The Finance Committee perused the regulations and recommends approval to the same.</p>
4.	<p><u>Any other matter with the permission of the Chair</u></p>
4(a)	<p><u>Regarding provision for Conversion of vacant seats of Foreign Category to NRI/NRI Sponsored Category for admission to B.A. LL.B. (Honours).</u></p> <p><u>Notes:</u> Out of the total intake of 180 seats for B.A. LL.B. (Honours), 16 seats are of NRI/NRI Sponsored Category and 04 seats are of Foreign National Category. It has been observed in the past that almost all the NRI/NRI Sponsored Category seats get filled up and still there remain many more waitlisted candidates aspiring for admission in the NRI/NRI sponsored category. It has also been observed that almost all the 04 Nos. seats of Foreign National Category are remaining continuously vacant. Due to such vacancy of seats in Foreign National Category, there is an estimated revenue loss of Rs.1,10,91,540/- (Rupees One Crore Ten Lacs Ninety One Thousand Five Hundred and Forty) in five years</p> <p>It is, therefore, proposed that in case of vacancy of seats in Foreign National Category, the same may be converted into NRI/NRI Sponsored Category so that there may be revenue generation of atleast Rs.87,05,000/- (Rupees Eighty Seven Lacs and Five Thousand Only) in five years. It is also proposed that in case there is any vacancy in NRI/NRI sponsored category, the vacant seats may be converted into All India Category and Chhattisgarh Domicile Category on 50:50 basis.</p> <p>Accordingly, the matter is placed before the Finance Committee for its recommendation for approval to the above proposal.</p>

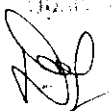
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PROVOST
Hidayatullah National Law University
Raipur, Chhattisgarh (C.G.)

[Signature]

Sl.	Particulars of Agenda Item
	<p>Decision: The Finance Committee recommends approval to the above proposal regarding conversion of vacant seats.</p>
4(b)	<p>Regarding obtaining New Group Leave Encashment Policy from LIC of India.</p> <p>Notes: Special Audit of Accounts has been conducted by the Office of Accountant General, Chhattisgarh for the period F.Y. 2012-13 to 2016-17 wherein vide letter H.M.No.43 dated 26.12.2017 it has been pointed out that the provision of retirement benefits (EPF, Gratuity and Leave Encashment) of employees as per actuarial valuation should be made every year and that the University has not made any provision for leave encashment which has resulted in understatement of expenditure and overstatement of surplus to that extent. On the basis of leave data of employees as on 01.03.2018, calculation of leave encashment liability has been calculated and provision of same has been made in the budget estimates for the F.Y. 2018-19.</p> <p>The University has received proposal from LIC of India for obtaining New Group Leave Encashment Policy of LIC of India for actuarial valuation of leave encashment liability and Fund Management. Relevant documents are placed for perusal.</p> <p>Accordingly, the matter is placed before the Finance Committee for perusal and its recommendation for obtaining the New Group Leave Encashment Policy from LIC of India.</p> <p>Decision: The Finance Committee recommends approval to the proposal for obtaining New Group Gratuity Leave Encashment Policy from LIC of India.</p>

3.8.18


 Director, National Law Institute
 Deemed to be University
 Raipur, Chhattisgarh

REGULATIONS DEALING WITH TRAVELLING AND DAILY ALLOWANCES OF PERSONS WHO ARE NOT EMPLOYEES OF THE UNIVERSITY

1. TRAVELLING ALLOWANCE:

Members of the General Council, Executive Council, Academic Council, Finance Committee, Selection Committees, External Examiners or any of their sub-committees, shall be paid travelling allowance as follows:

- i. Where the journeys are made by Air: *Reimbursement of Return Air fare by the economy class as per Central State Government Rules as amended and updated from time to time.*
- ii. Travel by Train: A.C. First Class or 2nd Class A.C., 2-tier return fare or the actual fare paid, whichever is less, together with the reservation charges paid.
- iii. Journey by Taxi/Own Car: When the journey is performed by own car, the T.A. shall be payable @ ~~Rs.10/- per k.m. (Rupees Ten Per Kilometer).~~ In other cases, T.A. will be payable as per prevalent State Government rules, amended and updated from time to time.

2. DAILY ALLOWANCE:

Payment of daily allowance to members of the General Council, Executive Council, Academic Council, Finance Committee etc. shall be payable as per prevalent State Government rules, amended and updated from time to time.

as follows:

Journey period @ Rs.500/- per day


NOTE:

- (a) Local experts/members will be entitled to the reimbursement of actual conveyance charges in addition to the sitting fee/honorarium, when the University has not provided its conveyance.
- (b) Travel to/from airport/railway stations: Conveyance hire charges incurred by the member/expert for travel from/to residence/Head Quarters to/from the airport/railway station as the case may be and from airport/railway station to the place of meeting/stay and back at the Station of meeting will be reimbursed.
- (c) The University may provide suitable accommodation to the outstation members during their official visits.

3. SITTING FEES:

Members of General Council, Executive Council and Academic Council of the University attending various meetings shall be paid sitting fee @ ~~Rs.2500/- (Rupees Two Thousand Five Hundred) per day~~ @ *Rs.5000/- (Rupees Five Thousand) per day*; Members of the Finance Committee shall be paid sitting fee @ ~~Rs.2000/- (Rupees Two Thousand)~~ @ *Rs.3000/- (Rupees Three Thousand) per day*; and Experts attending Selection Committees meetings, External Examiners/Evaluators may be paid appropriate Sitting Fee decided by the Vice-Chancellor depending upon the nature and duration of work.

[N.B.: The words struck through (e.g. abc) are being omitted and words boldened and italicized above (e.g. *abc*) are being inserted/included in the regulations. The F.C. in its meeting dated 31.07.2018 has recommended for following State Government rules for payment of Travelling Allowance and Daily Allowance to dignitaries/persons who are not the employees of the University]

 3.8.18

REGISTRAR

Hidayatullah National Law University
Uparwar, Allahabad, Uttar Pradesh (U.P.)



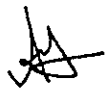


HIDAYATULLAH NATIONAL LAW UNIVERSITY CHHATTISGARH

(Rules for selection of team of students and financial assistance for representing Hidayatullah National Law University (HNLU) in Moot Court Competition/s)

A. RULES FOR SELECTION OF TEAM OF STUDENTS FOR MOOT COURT COMPETITION :

1. All those students who want to participate in any moot court competition have to register with HNLU Moot Court Committee (herein after referred as "MCC") and have to complete all the necessary procedures prescribed hereunder.
2. For one and the same moot court competition whether national or international, **only one team** of HNLU will be allowed to represent HNLU.
3. The team can comprise of maximum two speakers and one researcher only. However in exceptional cases where it is mandatory as per the moot rules, a second researcher may be allowed by the Vice-Chancellor on the recommendations of MCC.
4. In order to represent HNLU in any moot court competition, it is mandatory for the team to qualify Oral Challenger/Benchmark (as the case may be) conducted by the bench of faculty members comprising of not less than three judges.
5. The Oral Challenger/Benchmark must be conducted at least ten days before the last date of registration of the appropriate authority.
6. In order to qualify the Oral Challenger/Benchmark, the team has to get at least 60% of the total marks.
7. There will be no Memorial Challenger/Benchmark under any circumstances. However only in exceptional cases where more than 3 teams have registered for the moot with the HNLU moot court committee, a memorial challenger will be conducted by the faculty judges as a preliminary (memorial) round. Out of such teams only three best teams will be selected for oral challenger.
8. The names and details of team members have to be given to the judges prior to Challenger/Benchmark. It is mandatory for all the team members to remain present in person during Challenger/Benchmark. As a part of evaluation questions shall also be put to researchers during the Oral Challenger/Benchmark.


Registrar (I/c)


Hidayatullah National Law University
Raipur (C.G.)

9. There shall not be any change in speakers or researchers after the completion of Oral Challenger/Benchmark. However in case of any unforeseen event, a change of speaker/researcher may be allowed subject to the prior approval of MCC.
10. After the completion of Challenger/Benchmark the best team shall be recommended by the faculty member of MCC to represent HNLU in international/ national moot court competition. However after such recommendations in case of International moot court competition the team shall have to make a final presentation before the Vice Chancellor for clearance to represent HNLU in international moot court competition.
11. After the clearance to represent HNLU in international/national moot court competition by the Vice Chancellor/ MCC of faculty members as the case may be copy of Score Sheets, Recommendations of the judges, Request of financial assistance (if any), etc. shall have to be submitted to the Registrar through MCC Faculty Coordinator.
12. After returning from the competition, it is mandatory for every team to submit a detailed report of the moot court competition along with the relevant certificates and original bills/ vouchers related to the expenses incurred by the team.
13. Attendance Makeup and Financial Assistance shall be provided only after the submission of the relevant certificates/ documents provided by the appropriate authorities to represent HNLU in international/ national moot court competition and such certificates/ documents shall be submitted to the Registrar through MCC Faculty Coordinator.

B. RULES FOR FINANCIAL ASSISTANCE

1. The team/s authorized to represent HNLU in national/international moot court competitions may after completing all the above mentioned formalities submit an application for financial assistance.
2. The university will accept application for advance or reimbursement of moot court competition expenses only when the funds from the state government are available with the University.
3. All the applications for the financial assistance will be addressed to the Registrar, HNLU
4. Financial Assistance shall be provided only to two speakers and one researcher of a team.
5. Financial Assistance will be provided to the students for the period one day prior to commencement of the competition and one day beyond the completion/conclusion of the competition.
6. Financial Assistance for participating in a moot court competition may include the following expenses:

- a. **Registration Fees:** Only actual registration fees will be paid to the participants. In any case late fees due to non submission of registration form within stipulated time shall not be paid by the university.
- b. **Travel expenses:** Those who are participating in a moot court competition in India (International/National level) are eligible only for AC III tier in train with shortest/direct route. Those who are participating in international moot court competition organized outside India are eligible for air fare (Economy class) of lowest rate and shortest/direct route. However for any journey within India for such moot court competitions only AC III tier fare of train shall be provided. Reimbursement of Flexi fare (dynamic fare), tatkal charges or premium tatkal charges shall not be admissible. Any incidental expenses and the expenditure incurred on local journeys shall not be admissible for reimbursement.
- c. **Lodging, Food and Local Conveyance:** Reimbursement of Combined Charges towards Lodging, Food and Local Conveyance will be admissible only upto Rs.2500/- per student per day for International Moot Court Competitions organized outside India and upto Rs.1000/- per student per day for International and National Moot Court Competitions organized in India.
- d. **Printing and Xerox expenses for Memorials and Compendium:** Reimbursement only upto Rs.2500/- for National/International level moot organized within India and upto Rs.3500/- for International moot court competition will be admissible.
- e. **Visa processing expenses:** Actual visa processing expenses will be reimbursed to the participating students only after the submission of original bill/s in case of International Moot court Competitions. Only AC III tier train fare of shortest/direct route shall be provided for any journey to complete the visa formalities. Any incidental expenses and the expenditure incurred on local journeys shall not be admissible for reimbursement.
5. No reimbursement will be made to a team by the University in the absence of original/invoice of payment/expenditure/ clearance by the appropriate authority of the university and Registrar, HNLU.
6. In case of any advance payment made by the University on behalf of a team, the said team has to submit original boarding pass (if applicable), train ticket/s, original bills of payment/expenditure within seven days of their return to the University. In case of failure to submit the bills in time the above said advance shall be liable to be recovered from the team members by the University.
7. The final authority for any financial assistance and other allied matters related to moot court competition shall be with the Vice Chancellor, HNLU.
8. Notwithstanding anything contained in the above rules, the Vice-Chancellor is empowered to revise/ update the moot court rules as and when required.


Registrar (I/c)
Hidayatullah National Law University
Naya Raipur (C.G.)
