



**SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY, SURAT.**

**MINUTES**

**Minutes** for the 37<sup>th</sup> meeting of the Finance Committee of the Sardar Vallabhbhai National Institute of Technology, Surat held on Tuesday, the 30<sup>th</sup> June, 2020 at 3:00p.m. onwards in the Conference Room of Sardar Vallabhbhai National Institute of Technology, Surat.

1. **Dr. S.R. Gandhi** : Chairman  
Director, SVNIT, Surat
2. **Shri Madan Mohan** : Member  
Add. Director General (HE)  
MHRD, New Delhi  
(Present through VC/OAEM)
3. **Smt. Darshana Dabral** : Member  
JS & FA,  
MHRD, New Delhi  
(Present through VC/OAEM)
4. **Prof. R. A. Christian** : Member  
Professor, CED,  
SVNIT, Surat
5. **Dr. P. V. Bhale** : Member  
Associate Professor, MED  
SVNIT, Surat
6. **Dr. P. L. Patel** : Special Invitee  
Deputy Director, SVNIT Surat
7. **Dr. P.V. Timbadiya** : Special Invitee  
Prof. I/C. Finance & Accounts  
Asso. Prof., CED, SVNIT Surat
8. **Dr. Pramod Mathur** : Member Secretary  
Registrar, SVNIT, Surat

At the outset, Professor S. R. Gandhi, Director and the Chairman, welcomed all members to the 37<sup>th</sup> meeting of Finance Committee. He specially welcomed the MHRD representatives, Shri Madan Mohan, Additional Director General (HE) and Smt. Darshana Dabral, JS & FA, MHRD, New Delhi for sparing their valuable time. He also thanked them for all the guidance and support to SVNIT, Surat. The Director has shown his satisfaction on completion of Annual Accounts of Financial Year 2019-20 and appreciated the efforts made by Shri R. D. Ruparel, I/C Dy. Registrar (A/cs), Dr. P. V. Timbadiya, Prof. Incharge (Finance & Accounts), Dr. K. D. Yadav, Former Registrar Incharge and Dr. Pramod Mathur, present Registrar of the Institute. It was informed to the committee that some observations have been received from IFD, MHRD on some items of FC agenda being included in the minutes of current Finance Committee meeting.

Thereafter, the Member Secretary was requested to go through the agenda items.

**Item 37.1:** To confirm the minutes of the 36<sup>th</sup> meeting of the Finance Committee held on 14/03/2020.

**Reso37.1:** “Resolved to confirm the minutes of the 36<sup>th</sup> Meeting of the Finance Committee held on 14/03/2020.”

**Item 37.2:** To note and approve the action taken on the resolutions adopted by the Finance Committee in its 36<sup>th</sup> meeting held on 14/03/2020.

**Reso 37.2:** It was informed to the Members, that the IFD, MHRD sought some clarification on the Item No 36.11 regarding compliance of HEFA checklist, IRR and IRG. The details of the same will be submitted to IFD, MHRD at the earliest from Institute.

Regarding Item No 36.16 for approval of purchase of desktop PC, Printer and UPS, the MHRD representatives suggested to provide either laptop or desktop to eligible faculty members, as the institute is considering to provide Laptop for them. Accordingly, the exact quantity of the desktop PC may be reassessed by withdrawing the desktop PC of individual faculty, and procured accordingly.

“Resolved to note and approve the action taken on the resolutions adopted by the Finance Committee in its 36<sup>th</sup> meeting held on 14/03/2020.”

**Item 37.3:** To consider and recommend to Board to approve Annual Accounts of the Institute for the year 2019-20.

**Reso 37.3:** It was informed to the Finance Committee that some clarifications have been sought from IFD, MHRD. After due deliberation these were clarified and it was desired that written response needs to be submitted to IFD, MHRD in due course of time.

“Resolved to recommend to the Board of Governors to approve Annual Accounts of the Institute for Financial Year 2019-20.”

“Further, resolved to recommend to the Board of Governors that the aforementioned resolution be confirmed in the present meeting itself.”

The Finance Committee advised the Institute to send the Annual Accounts of Financial Year 2019-20 to office of the CAG, Ahmedabad at the earliest.

**Item 37.4:** To consider and to recommend adoption of the following office memorandums/ letters received from Govt. of India, Ministry of Personnel, Public Grievances and Pension.

*Office Memorandum No.F.No.14/4/2015-JAC 2 dated 31/07/2017 regarding implementation of recommendations of the Seventh Central Pay Commission on Dress Allowance- regarding issued by Govt. of India, Ministry of Personnel, Public Grievances and Pension.*

***Office Memorandum No.4/34-2017-P&PW(D) dated 19/07/2017 regarding Grant of Fixed Medical Allowance (FMA) to the Central Government Pensioners residing in areas not covered under CGHS issued by Govt. of India, Ministry of Personnel, Public Grievances and Pensions.***

**Reso37.4:** The MHRD representative desired that the Office Memorandum No.F.No.14/4/2015-JAC 2 dated 31/07/2017 issued by Govt. of India, Ministry of Personnel, Public Grievances and Pension regarding Dress Allowance needs to be endorsed by MHRD for autonomous bodies, therefore same may be referred to them for clarification about applicability of the same to SVNIT Surat.

“Resolved to refer to MHRD, Office Memorandum No.F.No.14/4/2015-JAC 2 dated 31/07/2017, regarding implementation of recommendations of the Seventh Central Pay Commission on Dress Allowance, issued by Govt. of India, Ministry of Personnel, Public Grievances and Pension before its implementation at Institute Level”.

It was informed to the FC that, at present, the retired employees are being paid fixed medical allowance and also medical facilities from the institute including medical reimbursement from the institute. The MHRD representative was of the view that institute may not provide both which needs to be relooked by the institute.

“Resolved further to recommend to the Board for adoption of the Office Memorandum No.4/34-2017-P&PW(D) dated 19/07/2017 regarding Grant of Fixed Medical Allowance (FMA) to the Central Government Pensioners residing in areas not covered under CGHS issued by Govt. of India, Ministry of Personnel, Public Grievances and Pensions.”

**Item 37.5: To note and recommend the Board to approve the Institute Health Policy.**

**Reso37.5:** The Finance Committee was informed that, Prof P L Patel, Deputy Director was appointed as Chairman of the committee to frame the Institute Health Policy. Prof. Patel emphasized that, proposed scheme need to be implemented at the Institute Level in line with facilities available in other leading IITs/ NITs/CFTI. The policy is required particularly for the retired employees to whom the institute is presently providing both medical reimbursement and also fixed medical allowance. Earlier in REC, the employees were governed by state government rules and were getting medical facilities at par with state government norms/rules. The IFD, MHRD observed that there is no need of separate health scheme. Institute has to simply implement CS(MA) Rules, as amended from time to time.

Finance Committee further advised the Institute to strictly follow CS (MA) Rule 1944 for regular staff of the Institute.

It was clarified that, the present policy is SOP (Standard Operating Procedure) for implementation of CS (MA) rules 1944 at SVNIT, Surat for regular staff and there is

no deviation from CS (MA) rules 1944. However, the matter for medical facility for pensioners will be taken up in the next FC/BoG meeting.

“Resolved to defer the item and the same shall be taken up in the next/ensuing meeting of Finance Committee/Board of Governors including expenditure details and previous decisions of FC/BoG on Institute pensioners/retired staff.”

**Item 37.6:** To note the letter received from MHRD, New Delhi bearing No.F.No.36-6/2019 TS.III dated 02/04/2020 regarding Budget allocation for Financial year 2020-21.

**Reso37.6:** “Resolved to note the letter received from MHRD, New Delhi bearing No.F.No.36-6/2019 TS.III dated 02/04/2020 regarding Budget allocation for Financial year 2020-21.”

“Resolved further to recommend the Board to request MHRD, New Delhi to provide adequate fund allocation during the Financial Year 2020-21 to meet the budgeted expenses of SVNIT, Surat”.

**Item 37.7:** To consider and recommend to Board to renew the Pre-auditing work of the Institute Account for the year 2020-21 to Chartered Account M/s Todi Tulsian and Company, Surat.

**Reso37.7:** “Resolved to recommend to the Board to renew the pre-auditing work of the Institute for the Financial Year 2020-21 to Chartered Account M/s Todi Tulsian and Company, Surat with same terms and conditions mentioned in the work order No.Accounts/Audit of 19-20/2409/19-20 dated 18/11/2019.

“Further, resolved that aforesaid renewal is due to COVID-2019 pandemic as a special case and this will be last renewal for the said firm.”

**Item 37.8:** To note and recommend to Board of Governors to create endowment fund of SVNIT, Surat with Foreign Contribution (Regulation) Act, 2010

**Reso37.8:** It was informed to the Finance Committee that the Board of Governors of SVNIT, Surat in its 42<sup>nd</sup> Meeting held on October 12, 2015 resolved that (Reso. 2(a))“ The Board resolved that separate bank account will be opened not only for endowment/corpus funds and external funds (for consulting, sponsored research project etc.), but also for students fees and other receipts. This will ensure that the main account of the Institute will handle only by MHRD grants and will enable better control of funds.” (APPENDIX 37.8)

Further, the Ministry of Home affairs published a notification dated January 30, 2020 in the Gazette of India, wherein, all the organization constituted or established by or under a Central Act and whose accounts are audited by Comptroller and Audit General of India (CAG) or any of the agencies of the CAG are exempted from Foreign Contribution (Regulation) Act, 2010 (42 of 2010) (APPENDIX:37.8).

“Resolved to recommend to the Board of Governors for adoption of draft guidelines from MHRD issued vide letter No.F.No.33-4/2020-TS.III (Pt-1), dated 05/05/2020.”



“Resolved further to recommend to the Board of Governors to form a Governing Board of Endowment Fund which will decided the management of fund comprising of Director as Chairman, Dy. Director, Dean (R&C), Dean (A&RG), Dean (SW), Registrar as members and Dy. Registrar (Ac/s) as Member Secretary.”

“Resolved to recommend to the Board of Governors to open new SVNIT Endowment Fund Bank Account to receive the foreign currency contribution.”

**Item 37.9 : To consider and recommend to the Board to grant administrative approval for the Purchase of Laptops for Faculty Members and Officers of the Institute**

**Reso37.9:** “Resolved to recommend to the Board of Governors to grant administrative approval for purchase of laptop for faculty members as per Govt. of India norms. The fund for procurement of Laptops will be met from OH-35.”

“Resolved to recommend to the Board of Governors to grant administrative approval for purchase of laptop for officers of Institute having pay scale of Deputy Secretary and above as per Govt. of India norms. The fund for procurement of Laptops will be met from OH-35”.

**Item 37.10: To note the inquiry against import of 500 nos. Desktop PCs (400 for SVNIT, Surat and 100 for IIIT Surat) from M/s CPS Technologies Pvt. Ltd., Surat**

**Reso37.10:** “Resolved to note the inquiry against import of 500 nos. Desktop PCs (400 for SVNIT, Surat and 100 for IIIT Surat) from M/s CPS Technologies Pvt. Ltd., Surat.”

The Finance Committee advised Institute to initiate actions as per the terms and conditions of Tender.

**37.11Item From Chair:**

**Item 37.11.1:To note the minutes and approve the closed audit paras discussed during Audit Committee meeting held on 06/02/2020**

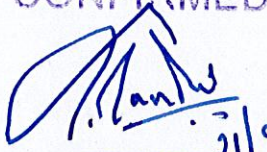
**Reso 37.11.1:** The status of dropped audit paras was briefed to the Finance Committee. It was informed that out of total 113 paras pertaining to the audit period from 1995 to 2018, 61 paras have been considered for closure by the Audit Committee and the reply for the remaining paras will be submitted shortly. The Members noted the same.


“Resolved to note the minutes and approve the closed audit paras discussed during Audit Committee meeting held on 06/02/2020.”

The meeting ended with vote of thanks to the Chair.

  
MEMBER SECRETARY  
FINANCE COMMITTEE

की पुष्टि  
CONFIRMED

  
अध्यक्ष/CHAIRMAN  
वित्त समिति

  
DIRECTOR  
SVNIT, SURAT