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W.B. NATIONAL UNIVERSITY OF JURIDICAL SCIENCES

NEW CAMPUS OF NUJS
12, LB-BLOCK, SECTOR III
SALT LAKE, KOLKATA

12th MEETING OF THE FINANCE COMMITTEE
Monday, 20th October, 2003

The 12th Finance Committee met on its own initiative as per the financial Regulation no: 16 (d) under the NUJS Act, 1999.  NUJS

AGENDA ITEMS



- | | |
|---------------------------|--|
| <u>Agenda Item No. 1</u> | Confirmation of the Minutes of the 11 th Meeting of the Finance Committee held on 18 th September, 2003. |
| <u>Agenda Item No. 2.</u> | Financial Sanctions and operation of University accounts during the absence of the Vice-Chancellor |
| <u>Agenda Item No. 3.</u> | Repayment of Bank Loan |
| <u>Agenda Item No. 4.</u> | Resignation of teachers and interim teaching arrangements |
| <u>Agenda Item No. 5.</u> | Payment of Dearness Allowance |
| <u>Agenda Item No. 6</u> | Locker for University in Corporation Bank |
| <u>Agenda Item No. 7</u> | Any other item with permission of the Chair |

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12th MEETING OF THE FINANCE COMMITTEE
Monday, 20th October, 2003

AGENDA NOTES

Agenda Item No. 1

Confirmation of the Minutes of the 11th Meeting
of the Finance Committee held on 18th
September, 2003.

Minutes of the Eleventh Meeting of the Finance Committee held on
18th September, 2003 are enclosed as Annexure - I for confirmation.

W.B. NATIONAL UNIVERSITY OF JURIDICAL SCIENCES

NUJS BHAVAN
Salt Lake, Kolkata

Minutes of the 11th Meeting of the
Finance Committee held on
18th September, 2003

The 11th Meeting of the Finance Committee held at NUJS Bhavan, Salt Lake, Kolkata, on Thursday, 18th September, 2003. The following members were present :-

1. Hon'ble Mr. Justice Chittatosh Mookerjee
Former Chief Justice of Calcutta High Court
2. Mr. Samar Ray
Secretary-cum-Commissioner, Internal Audit
Government of West Bengal
(as a special invitee)
3. Mr. U. P. Ganguly
Deputed by Judicial Department
Government of West Bengal
4. Prof. Gangotri Chakraborty
Professor & Registrar

Professor N. R. Madhava Menon, Vice-Chancellor, NUJS; Mr. Balai Chandra Ray, Advocate General of West Bengal and Mr. Samar Ghosh, Secretary Finance Department, Govt., of west Bengal were unable to attend the meeting.

**Minutes of the 11th Meeting of the
Finance Committee
held on 18th September**

Sr. No.	Agenda Items	RESOLUTION	Actions Taken / Remarks
1	Confirmation of the Minutes of the Tenth Meeting of the Finance Committee held on 30 th June, 2003.	The minutes of the Tenth Meeting of the Finance Committee was deliberated upon by the Committee and confirmed with a direction that current cash flow status of the University should be placed before each Finance Committee.	
2	Status of Government Grant	<p>The Finance Committee, in its tenth meeting expressed grave concern at the delay in obtaining Government grant for repayment of loan for construction. The Executive Council while dwelling upon the issue in its 13th meeting on 26th July, 2003 noted that the Government was in the process of sanctioning Rs. 140 lakhs, being payment for the first two quarters of 2003-04, due on 1st of April and July respectively.</p> <p>Sanction of the amount has not so far been made. Repayment for the third quarter is due on 1st October 2003. The total accrued liability is Rs. 210 lakhs. Due to default, the interest burden has been compounding with the result that the total liability is also increasing. Failure to service the loan as per schedule may also invite legal complications.</p> <p>Under the circumstances, it may be imperative that the repayment schedule is revised in such a manner as the Government may find most convenient. This is possible at any stage, as long as the total repayment period, rates for applicable interest and regular periodicity of instalments remain unaltered.</p>	

RESOLUTION:

The Registrar mentioned that the Judicial Secretary had informed her on 18.9.2003 morning that a sum of Rs. 1.16 crores had been sanctioned for immediate release under Planned Head for construction of NUJS Campus with an assurance that another 60 to 70 lakhs will be released this year to the maximum limit of Rs. 2 crores. This was also reiterated by the Special Secretary, Mr. U. P. Ganguly who represented the Judicial Secretary at the meeting.

The Registrar further submitted to the Committee that the Government may like reschedule/restructuring the repayment keeping in mind that the repayment be completed within 13 years i.e. 2015-16 at the prevailing rate of interest and take note of increased liability which the Government will have to take on.

The Committee recommended that the Executive Council may consider taking appropriate action regarding re-scheduling/restructuring the loan; including changing the rest for repayment. The Finance Committee further recommended to the Executive Council to request the Government to release the additional fund to liquidate the entire loan liability for the current financial year which will help the government to avoid extra financial load. The Committee directed that before each Financial Committee/Executive Council meeting, cash flow statement of the University fund and a separate inflow and outflow statement of the reserve fund may be put up by the University.

3 Creation of Fund for Centre of Women and Law and Centre of Human Rights and Citizenship Studies

The University has set up a Centre for Women and Law, a teaching and research unit focusing on gender related issues. It works in active collaboration with the Commission for Women, both national and State, and other important NGOs involved in identical issues. So far it has had no major funding support from outside. With the growing concern on gender issues, the activities of the Centre is bound to increase. Possibility of financial support for research and awareness activities is there. One of the faculties of the University who is also a teacher of the related subjects, has already offered a sum of Rs. 23,000 to start a fund for the Centre.

RESOLUTION

The Committee deliberated upon the matter and recommended the same to the Executive Council for creation of a head and opening account for each of the centers but the Committee is unable to recommend any allocation from University's own resources and recommended that funding from other sources may be explored.

Placed before E.C.
Cheque likely to be released on last week of October or first week of November
Signature of Vice-Chancellor needed, not yet received

Fund for Centre for Women & Law opened with Rs 23000/-

<p>4 Filling of Earth in the Campus</p>	<p>The Project Management Consultants have informed that after removing construction materials and debris from the campus, the premises open to air is found to be lower by 165 mm from the adjacent road surface. As a result of this rain water is accumulating and the bottom of the external stone cladding of the building has become exposed. They have recommended that about 65000 cft (approx.) earth be filled into the campus i. e. at a layer of 300 mm thickness.</p> <p>The Registrar has already written to the Corporation Bank and they have expressed their inability due to lack of funds.</p> <p>The matter was placed before the Finance Committee for taking necessary decision in this regard.</p> <p><u>RESOLUTION</u></p> <p>The Finance Committee was of the view that financial estimate for all component of the work should be put up and a report obtained from the PMC for putting up before the Executive Council.</p>	<p><i>Deferred by E.C.</i></p>
<p>5 Salary and other terms of Appointment of Vice-Chancellor</p>	<p>In terms of clause (c) of the mode of appointment of the Vice-Chancellor, his salary & other terms of appointment will be determined by the Executive Council in Consultation with the Chancellor.</p> <p>The first Vice-Chancellor having decided to serve on an honorary capacity, salary and perquisites of the Vice-Chancellor was not determined. Keeping in view the possibility of his successor in office not serving in similar capacity, it is submitted that the following salary and perquisites may be considered.</p> <ol style="list-style-type: none"> 1. Salary ► Rs. 30,000 per month (decided by Executive Council in its 2nd meeting held on 21.04.2000) 2. Allowances ► Dearness Allowance and City Compensatory Allowances: As admissible in Central Government from time to time 3. Accommodation ► Rent free furnished accommodation will be provided by the University. If this is not availed of, House Rent Allowance @ Rs. 10,000 per month in lieu thereof <p><u>NOTE</u> : Value of residential furnishing shall not exceed Rs. 1.5 lakhs at any point of time</p> <ol style="list-style-type: none"> 4. Car ► An official car with driver will be provided by the University 5. Telephone ► One telephone at residence with ISD and STD facilities 	

- 6. Computer ▶ One Personal Computer with Internet facility and printer shall be provided for use at residence
- 7. Leave ▶ The Vice-Chancellor shall be guided by the Leave Rules applicable to employees not enjoying vacation
- 8. Traveling Allowance on joining and demitting office ▶ As applicable to an officer of the rank of Secretary to the Government of India
- 9. Other Conditions and Privileges, if any ▶ As may be decided by the Executive Council from time to time

Being pursued.

The matter was submitted before the Finance Committee for its consideration.

RESOLUTION

The Finance Committee recommended that comparable position of emoluments paid to the Vice-Chancellor be obtained from Law University, Central University and State Universities and be placed before the Executive Council.

Agenda Item No. 2.

Financial Sanctions and operation of University accounts during the absence of the Vice-Chancellor

Prof. N. R. Madhava Menon, Vice-Chancellor of NUJS has now joined National Judicial Academy as its Director. The Chief Justice of India is yet to nominate the new incumbent to the Executive Council for appointment. According to the Financial Regulations of NUJS all financial powers including sanction of expenditure out of the University fund are vested in the Vice-Chancellor and there has not been any delegation.

Under the circumstance the day-to-day expenditure and inevitable payments like salary are at a stand still. In view of this direction of the Finance Committee is solicited regarding the sanctioning authority and operation of funds.

In conformity with the resolution of the Executive Council meeting dated _____ which is given below

The Committee recommended that Prof Banerjee will ~~of accord~~ ^{accord} sanction ^{payments relating to all bills} to bills ~~including those~~ ^{including bills mentioned in Annexure} the bills ~~mentioned in Annexure~~ ^{mentioned in Annexure} required for day to day running of the University ~~and also operate the routine bank accounts as requested~~ ^{operated by the Vice Chancellor in thereto.}

STATEMENT OF BUDGET VS EXPENDITURE AS OF 30.09.2003

SL.No	Head of Account	Budget Provision 2003-2004 (in Lakhs)	Progressive Expenditure as of 30.09.03 (in Lakhs)	Balance (in Lakhs)
Administrative Expenses				
1	Salaries & Allowances	66.57	23.05	43.52
2	Travelling	4.00	1.62	2.38
3	Health Care	1.50	0.53	0.97
4	Telephone & Fax	5.00	0.97	4.03
5	Postage & Courier	3.00	0.79	2.21
6	Electricity	20.00	0.9	19.1
7	Rent	23.00	3.36	19.64
8	Stationery & Printing	5.00	1.62	3.38
9	Advertisement & Publicity	2.00	0.25	1.75
10	Meeting & Miscellaneous	10.00	1.84	8.16
11	Hospitality	1.00	0.28	0.72
12	Insurance	2.00	1.37	0.63
		143.07	36.58	106.49
Educational Expenses				
1	Academic	8.00	1.32	6.68
2	Admission	5.00		5.00
3	Students Activities	1.50	0.07	1.43
4	Seminar & Workshop	10.00		10.00
5	Scholarship & Economic Support	1.00		1.00
6	Legal Service Clinic	1.00	0.02	0.98
		26.50	1.41	25.09
Maintenance Expenses				
1	Campus	15.00	5.85	9.15
2	Vehicles & Equipment	3.00	1.30	1.70
		18.00	7.15	10.85
Assets				
1	Furniture & Fixture	12.00	4.42	7.58
2	Office Equipments	2.00	2.33	-0.33
3	Hostel Equipment	2.00	1.81	0.19
4	Books & Periodicals	5.00	0.84	4.16
		21.00	9.40	11.60
Grand Total		208.57	54.54	154.03

In Lakh
20/09/2003

Agenda Item No. 3.

Repayment of Bank Loan

A sum of Rs. 1,16,00,8000 was sanctioned by the Government of West Bengal for repayment of loan with interest to Corporation Bank (Copy of the sanction letter is enclosed as ANNEXURE II). The matter was already reported to the Executive Council by the Principal Secretary, Judicial Department in its fourteenth meeting held on 17th September, 2003. The cheque for the said amount is expected to be issued shortly.

It may be recalled that the Executive Council in its 12th Meeting dated 29.3.2003 directed that the quarterly instalment of repayment fo Rs. 70 lakhs beginning April 2003 be paid at the beginning of each quarter from University fund to be replenished when the construction grant was received from the Govt. Accordingly first instalment of Rs. 70 lakhs was paid to the Bank from the University Account on 30.3.2003. Govt. having sanctioned Rs. 1,16,00,8000, it is for consideration whether the sum of Rs. 70 lakhs advanced out of University fund should be recouped for this.

Submitted to Finance Committee for direction.

The F. C. recommended that the matter of recovery of Rs 70 lakhs may be kept in abeyance ^{til the question of payment of last instalment of this Fin Year} for the time being but the sum of ^{Rs 1,16,08,000} may be deposited to Corporation Bank in immediate for repayment of construction loan. The Corporation Bank may be requested to waive penal interest, if any, payable to them for delayed payment.

Government of West Bengal,
Judicial Department.Govt Finance File
29/9From : Shri A.K.Chakraborty,
Deputy Secretary to the Govt. of West Bengal.To : The Pay & Accounts Officer,
Kolkata Pay & Accounts Office-I,
31/2/2, Peers Lane,
Kolkata-42.No. 1811-
18-74/2000

Date 19.9.2003.

Subj: Construction of permanent campus of the West Bengal National
University of Juridical Sciences, Salt Lake, Calcutta-98.

Sir,

In continuation of this Deptt. S.O.No. 2695-J, dt 03.06.03 I am directed by order of the Governor to say that the Governor has been pleased to sanction a sum of Rs.1,16,08,000/- (Rupees One crore sixteen lakhs eight thousand) only as grants-other grants-in favour of the Vice-Chancellor of the West Bengal National University of Juridical Sciences, Calcutta in order to enable him to overcome financial problem of the University in the current financial year 2003-2004.

2. The charge is debit to the head of account, "2014-00-800-004- Assistance to the NUJS-NP(Non-Plan)31-Grants-in-aid-02-other Grants" for Rs. 91,68,000/- (Rupees Ninety one lakhs sixty eight thousand) only and "2014-00-800-SP-State Plan (Annual Plan & Tenth Plan) 004-Construction of campus of W.B. NUJS-31-Grants-in-aid-02-other grants" for Rs.24,40,000/- (Rupees Twenty four lakhs forty thousand) only during the financial year 2003-2004.

3. The Accounts Officer, W.B.Secretariat will act as the D.D.O. in respect of the aforesaid amount of Rs.1,16,08,000/- (Rupees One crore sixteen lakhs eight thousand) only sanctioned herein. The cheque may be drawn in favour of the Vice Chancellor of the W.B.National University of Juridical Sciences, Calcutta. After drawal, the cheque may be handed over to the authorised representative of the Vice-chancellor of the aforesaid university. The amount of Rs. 1,16,08,000/- (Rupees One crore sixteen lakhs eight thousand) only is hereby allotted and placed at the disposal of the Accounts Officer, W.B. Secretariat for meeting the amount sanctioned herein.

4. This order issues with the concurrence of the Finance Department vide their U.O.No.1244-Group-W dated 17.09.03.

5. Utilisation certificate in respect of the amount sanctioned herein may please be submitted to this Department as early as possible.

6. The Annual Accounts of the university may be got audited by the Auditor appointed by the Executive Council atleast once in a year and a copy of the said Audit Report alongwith the resolution of the General Council thereon may be submitted to this Department as early as possible in terms of section 24 of the WBNUJS Act, 1999.

7. The Accountant General, W.B., the Accounts Officer W.B.Secretariat, Finance(S)Deptt. and the Vice chancellor of the WBNUJS, Calcutta, are being informed.

Yours faithfully.

Self

Deputy Secretary.

No. 5833/1(2)J

Copy forwarded to the :-

1. Accounts Officer, W.B. Secretariat, Writers' Buildings, Calcutta-1.

He is requested to draw and disburse the amount sanctioned herein to the authorised representative of the vice chancellor of the WENUJS, Calcutta. An attested copy of the G.O. is enclosed.

2. The Vice-Chancellor, West Bengal National University of Juridical Sciences, Calcutta, MUJS-SHAVAN, 12-L.B. Block, Salt Lake City, Kolkata-700 098. He is also requested to send the utilisation certificate for the amount sanctioned herein to this Department as early as possible.

[Signature]
Deputy Secretary.

No. 5833/2(1)J

Copy forwarded for information and necessary action to :-

1. Principal Accountant General, W.B., Appropriation section, Treasury Buildings, Kol-1.
2. Accountant General (Local Bodies), Audit, W.B., B. Rabindra Sarani, Kolkata-1.
3. Finance (B) Deptt. of this Department Government.

[Signature]
Deputy Secretary.

Agenda Item No. 4.

Resignation of teachers and interim teaching arrangements.

Two teachers namely, Mrs. V. Vishalakshi and Dr. S. Sivakumar have tendered their resignation with immediate effect. There is a likelihood of four more teachers tendering resignation. This has thrown the entire teaching programme into jeopardy. Some interim arrangements need to be made immediately. Further in the absence of the Vice-Chancellor, acceptance of the resignation will pose a problem, as no one is authorized to accept resignation.

The matter is placed before the Finance Committee for receiving guidance.

The committee recommended that the ~~teachers~~ concerned teachers may not be released till the matter is placed before the Executive Council and further recommended that the matter be placed before the Executive Council.

Agenda Item No. 5.

Payment of Dearness Allowance

Enhancement of dearness allowance to Central Govt. employees with effect from 1.7.2003 has been notified. Copy of the notification is enclosed as ANNEXURE - III.

Employees of the University are being authorized pay and allowance at Central Government rates. Payment of D.A. at the enhanced rate will involve outgo of Rs. 43,750 during the current year which can be met out of the approved budget of 2003-04. Payment of arrears from 1.7.2003 is to be made in cash as per Govt. Orders to that effect.

Submitted to Finance Committee for information.

~~Report to the E.C.~~

The committee recommended that DA at the enhanced rate be paid and the matter be reported to the E.C.

2/2

F.No.1(6)/2003-E.II(B)/654
Government of India
Ministry of Finance

New Delhi, 5th September, 2003.

OFFICE MEMORANDUM

Subject:- Payment of Dearness Allowance to Central Government employees - Revised Rates effective from 1.7.2003.

The undersigned is directed to refer to this Ministry's Office Memorandum No. 1(1)/2003-E.II(B)/284 dated 4th April 2003 on the subject mentioned above and to state that the President is pleased to decide that the Dearness Allowance payable to Central Government employees shall be enhanced from the existing rate of 55% to 59% of the pay with effect from 1st July, 2003.

2. The provisions contained in paras 3,4 and 5 of this Ministry's O.M. No. 1(13)/97-E.II(B) dated 3.10.1997 shall continue to be applicable while regulating Dearness Allowance under these orders.
3. The additional instalment of Dearness Allowance payable under these orders shall be paid in cash (including cheque etc.) to all Central Government employees.
4. These orders shall also apply to the civilian employees paid from the Defence Services Estimates and the expenditure will be chargeable to the relevant head of the Defence Services Estimates. In regard to Armed Forces personnel and Railway employees separate orders will be issued by the Ministry of Defence and Ministry of Railways, respectively.
5. In so far as the persons serving in the Indian Audit and Accounts Department are concerned, these orders issue after consultation with the Comptroller and Auditor General of India.

N.P. Singh
 5.9.03
 (N.P. Singh)

Under Secretary to the Government of India

To

All Ministries/Departments of the Government of India as per standard distribution list etc.

Conv (with usual number of spare copies) to C&AG, UPSC, etc. as per standard endorsement list.

Agenda Item No. 6

Locker for University in Corporation Bank

Corporation Bank, NUJS Branch, has offered the University a large safety locker for custody of valuable documents. This is in pursuance of the request made by the Executive Council to the Corporation Bank at the time of selection of Bank for the campus.

Finance Committee may like to consider accepting the offer and nominate the authorities to operate the locker.

~~Registrar and V.C. Reg. A.O. - Any two
report to E.C.~~

The Committee recommended that ~~the~~ ^{the} Vice-Chancellor, Registrar and the Accounts Officer may be authorised to operate the locker under signature of any two of the above.

Submit

Fourteenth

In conformity with the resolution of the Executive Council meeting dated held on 20th September 2003 which is quoted below:

Agenda	Resolution
Any other matter	
Interim arrangement in the absence of the Vice-Chancellor	It was unanimously decided that Prof. D. Bannerjee the senior most faculty member of NVTJ will look after the current matters of the University administration during the interregnum till the new Vice-Chancellor joins including sanctioning of payments relating to bills required for day to day running of the University and also operate those bank accounts as were being operated by the Vice-Chancellor.

The committee recommended that Prof. D. Bannerjee will accord sanction to payments relating to ^{all} bills required for day to day running of the University including the bills mentioned in Annexure I and also operate those bank accounts as were being operated by the Vice-Chancellor including those mentioned in Annexure - II.