

**MINUTES OF THE 118TH MEETING
OF THE FINANCE COMMITTEE
HELD ON
22nd JANUARY, 2022 AT 04.00 PM.**

**THE WEST BENGAL NATIONAL
UNIVERSITY OF JURIDICAL
SCIENCES**

The West Bengal National University of Juridical Sciences.
Dr. Ambedkar Bhavan, Salt Lake, Kolkata.

**Minutes of the 118th Meeting of the Finance Committee of W.B.
National University of Juridical Sciences held
on 22nd January, 2022 at 04.00 PM.**

The Hundred Eighteenth meeting of the Finance Committee was held on 22nd January, 2022 at 04.00 PM at Dr. Ambedkar Bhavan, 12LB Block, Sector-III, Salt Lake City, Kolkata-700106.

Following members were present in the meeting through virtual mode:

- 1) Mr. Ratnanko Banerji, Sr. Advocate , Treasurer, WBNUJS (In chair).
- 2) Hon'ble Professor (Dr) Nirmal Kanti Chakrabarti, Vice-Chancellor, WBNUJS.
- 3) Mr. Soumendra Nath Mookherjee, Advocate General, West Bengal.
- 4) Mr. Ratnanko Banerji, Sr. Advocate & Treasurer, WBNUJS.
- 5) Mr. Partha Sarathi Sen, Secretary, Judicial Department (In-charge), Govt. of West Bengal.

The Vice-Chancellor welcomed Mr. Soumendra Nath Mookherjee, Advocate General, West Bengal, as new member in the Finance Committee.

Mr. Manish Jain (IAS), Principal Secretary, Higher Education Department, Govt. of West Bengal, was not able to attend the meeting due to another official meeting.

Smt. Sikha Sen, Registrar (Acting), Ex-Officio Secretary was physically present in the meeting.

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N.K. Chakrabarti

The West Bengal National University of Juridical Sciences
Minutes of the 118th Meeting of the Finance Committee of
WBNUJS held on 22nd January, 2022 at 04.00 PM.

Sl. No.	Agenda Item	Resolution															
1.	Confirmation of the Minutes of the 117th Meeting of the Finance Committee	<p>Confirmation of the Minutes of the 117th Meeting of the Finance Committee which was held on 21st August, 2021.</p> <p>The minutes are enclosed as Annexure-1A for confirmation.</p> <p><u>Resolution</u></p> <p>The Minutes of the 117th Meeting of the Finance Committee held on 21st August, 2021 as circulated are being confirmed.</p>															
2.	Ratification of the Minutes of the Procurement Committee	<p>The Minutes of the 96nd Meeting to 99th Meeting of the Procurement Committee are placed for kind perusal and ratification as per Annexure-2A, 2B, 2C and 2D</p> <p>The details of the Procurement Committee held between March 2021 to July 2021 are enumerated below :</p> <table border="1"> <thead> <tr> <th>Meeting of the Procurement Committee</th><th>Date held</th><th>Annexure</th></tr> </thead> <tbody> <tr> <td>96th Meeting</td><td>01/09/2021</td><td>2A</td></tr> <tr> <td>97th Meeting</td><td>06/09/2021</td><td>2B</td></tr> <tr> <td>98th Meeting</td><td>18/11/2021 & 23/11/2021</td><td>2C</td></tr> <tr> <td>99th Meeting</td><td>17/12/2021</td><td>2D</td></tr> </tbody> </table> <p>Submitted for perusal and approval.</p> <p><u>Resolution</u></p> <p>The Minutes of the 96th to 99th Meeting of the Procurement Committee as circulated are being ratified.</p>	Meeting of the Procurement Committee	Date held	Annexure	96 th Meeting	01/09/2021	2A	97 th Meeting	06/09/2021	2B	98 th Meeting	18/11/2021 & 23/11/2021	2C	99 th Meeting	17/12/2021	2D
Meeting of the Procurement Committee	Date held	Annexure															
96 th Meeting	01/09/2021	2A															
97 th Meeting	06/09/2021	2B															
98 th Meeting	18/11/2021 & 23/11/2021	2C															
99 th Meeting	17/12/2021	2D															

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3.	Ratification of the Minutes of the Works Committee	<p>The Minutes of the 10th Meeting to 13th Meeting of the Works Committee are placed for kind perusal and ratification as per Annexure- 3A to 3D.</p> <p>The details of the Works Committee held between July 2021 to August 2021 are enumerated below:</p> <table border="1" data-bbox="579 494 1503 948"> <thead> <tr> <th>Meeting of the Works Committee</th><th>Date held</th><th>Annexure</th></tr> </thead> <tbody> <tr> <td>10th Meeting</td><td>06/07/2021</td><td>3A</td></tr> <tr> <td>11th Meeting</td><td>29/07/2021 - 30/07/2021</td><td>3B</td></tr> <tr> <td>12th Meeting</td><td>13/08/2021 - 15/08/2021</td><td>3C</td></tr> <tr> <td>13th Meeting</td><td>13/08/2021 - 15/08/2021</td><td>3D</td></tr> </tbody> </table> <p>Submitted for perusal and approval.</p> <p><u>Resolution</u></p> <p>The Minutes of the 10th to 13th Meeting of the Works Committee as circulated are being ratified.</p>	Meeting of the Works Committee	Date held	Annexure	10 th Meeting	06/07/2021	3A	11 th Meeting	29/07/2021 - 30/07/2021	3B	12 th Meeting	13/08/2021 - 15/08/2021	3C	13 th Meeting	13/08/2021 - 15/08/2021	3D
Meeting of the Works Committee	Date held	Annexure															
10 th Meeting	06/07/2021	3A															
11 th Meeting	29/07/2021 - 30/07/2021	3B															
12 th Meeting	13/08/2021 - 15/08/2021	3C															
13 th Meeting	13/08/2021 - 15/08/2021	3D															
4.	Arrear Payment of Faculty Members Promoted under Career Advanced Scheme (CAS) and Compounded advance increment for Ph.D and LLM	<p>As per resolution of the 117th Meeting of Finance Committee held on 21.08.2021, all the arrear payment being made involving a sum of Rs.79,40,062/- (Rupees Seventy Nine Lakhs Forty Thousand and Sixty Two only).</p> <p>Submitted for information please.</p> <p><u>Resolution</u></p> <p>Resolved that the Finance Committee noted and approved the payment as per the 117th Meeting of the Finance Committee.</p>															
5.	Investment of Accumulated Balance of	<p>The matter arises from the resolution of Agenda Item No.4 of the 117th Meeting of Finance Committee. It was resolved to reconstitute the Board of Trustees for Provident Fund by</p>															

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<p>Contributory Provident Fund</p>	<p>nominating a Faculty Members. As per Rules IX (ii) of the NUJS Contributory Provident Fund Cum Gratuity Rules, the Vice Chancellor nominated Dr. Sanjay Kumar as members of the Board of Trustees in place of Dr. Saurabh Bhattacharjee. An Office Order has also been issued vide No.1213/Reg/21, dated 21.12.2021 and the relevant papers is placed below at Annexure- 5A.</p> <p>The 5th Meeting of the Board of Trustees has been held on 10.01.2022 at 9.00 pm on virtual mode with presence of the Committee Members. As per resolution of the Agenda Item No.2 of the said meeting an amount of Rs.11.94 lakh proposed to be invested equally in the form of Fixed Deposit in two Public Sectors Bank i.e. Union Bank of India and State Bank of India considering their best market rate available to WBNUJS.</p> <p>The said amounts should be invested as per following details</p> <ol style="list-style-type: none"> 3 Nos. @ Rs.1.99 Lakhs to Union Bank of India (ie. total amount of Rs.5.97 Lakhs will be invested @ 5.50% pa) 3 Nos. @ Rs.1.99 Lakhs to State Bank of India (ie. total amount of Rs.5.97 Lakhs will be invested @ 5.40% pa) <p>The minutes of the meeting is placed at Annexure-5B.</p> <p>Submitted for consideration and direction.</p> <p><u>Resolution</u></p> <p>Resolved that the Finance committee approved the proposal for investment as proposed as per the resolution of the 5th Meeting of the Board of Trustees.</p> <p>However, the Committee Members identified the clerical error in the agenda where the total investment amount was inadvertently mentioned as Rs. 11.94 lakhs instead of Rs. 11.94 Crores and accordingly resolved that the amount to be invested as follows:</p> <ol style="list-style-type: none"> 3 Nos. @ Rs.1.99 Crores to Union Bank of India
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		<p>(ie. total amount of Rs.5.97 Crores will be invested @ 5.50% pa)</p> <p>ii) 3 Nos. @ Rs.1.99 Crores to State Bank of India (ie. total amount of Rs.5.97 Crores will be invested @ 5.40% pa).</p> <p>Further resolved that in response to the query raised by the Hon'ble Vice-Chancellor, regarding the accumulated balance as on 31.03.2021 in the Provident Fund account as mentioned in Page No. 52 of the Agenda book, the committee members recommended that the amount to be rechecked and confirmed by the Accounts Section.</p>												
6.	Renovation of (Gents and Ladies Hostel) Toilet Blocks (Ground to 6th Floor)	<p>Both the Hostels are in operation from July 2002. All the toilets are not in proper condition for smooth use of hostel residents. Renovations of hostel toilet blocks are utmost necessity for maintaining hygiene. The University desires to renovate all hostel toilets blocks (Ladies and Gents Hostel) on urgent basis. The total estimate amount for repairing and renovation is Rs. 1,89,43,133/-.</p> <p>The estimate for Ladies Hostel was received from the Executive Engineer, PWD, Bidhannagar West Division is as follows which are placed below:</p> <table><tr><th>Sl. No.</th><th>Particulars</th><th>Estimate d Value (Rs.)</th><th>Work Order Value (Rs.)</th></tr><tr><td>1.</td><td>Urgent Repair, Renovation and upgradation of Ground, 1st & 2nd Floor of Ladies Hostel Blocks</td><td>Rs. 35,52,695/-</td><td>Rs. 21,68,124/-</td></tr><tr><td>2.</td><td>Urgent Repair, Renovation and upgradation of Ground, 3rd & 4th Floor of Ladies Hostel Blocks</td><td>Rs. 25,04,452/-</td><td>Rs. 15,28,407/-</td></tr></table>	Sl. No.	Particulars	Estimate d Value (Rs.)	Work Order Value (Rs.)	1.	Urgent Repair, Renovation and upgradation of Ground, 1 st & 2 nd Floor of Ladies Hostel Blocks	Rs. 35,52,695/-	Rs. 21,68,124/-	2.	Urgent Repair, Renovation and upgradation of Ground, 3 rd & 4 th Floor of Ladies Hostel Blocks	Rs. 25,04,452/-	Rs. 15,28,407/-
Sl. No.	Particulars	Estimate d Value (Rs.)	Work Order Value (Rs.)											
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2.	Urgent Repair, Renovation and upgradation of Ground, 3 rd & 4 th Floor of Ladies Hostel Blocks	Rs. 25,04,452/-	Rs. 15,28,407/-											

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3.	Urgent Repair, Renovation and upgradation of Ground, 5 th & 6 th Floor of Ladies Hostel Blocks	Rs. 25,39,996/-	Rs. 15,50,099/-
4.	Urgent Repair Replacement of Soil pipeline and water supply line (G+6)	Rs. 8,99,027/-	Rs. 8,73,082/-
Total		Rs. 94,96,170/-	Rs. 61,19,712/-

The estimate for **Gents hostel** was received from the Executive Engineer, PWD, Bidhannagar West Division is as follows which are placed below:

Sl.N o.	Particulars	Estimate d Value (Rs.)	Work Order Value (Rs.)
1.	Urgent Repair, Renovation and upgradation of Ground, 1 st & 2 nd Floor of Gents Hostel Blocks	Rs. 35,85,053/-	Rs. 21,87,871/-
2.	Urgent Repair, Renovation and upgradation of Ground, 3 rd & 4 th Floor of Gents Hostel Blocks	Rs. 25,37,321/-	Rs. 16,36,283/-
3.	Urgent Repair,	Rs. 25,58,441/-	Rs. 24,01,790/-

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			Renovation and upgradation of Ground, 5 th & 6 th Floor of Gents Hostel Blocks	-	
		4.	Urgent Repair Replacement of Soil pipeline and water supply line (G+6)	Rs. 7,66,148/-	Rs. 7,44,041/-
			Total	Rs. 94,46,963/-	Rs. 69,69,985/-

Keeping in view the price quoted by PWD is on higher side, from the Office of the Registrar, the Executive Engineer, Salt Lake was requested to negotiate and reduce the cost. Now the revised estimated cost submitted is placed below at **Annexure- 6A**.

It may be seen that now that the price have been reduced by **39%**. Hence we may now ask to PWD to undertake the renovation work during the next summer vacation May-June, 2022 and work order may be issued in favour of PWD after approval of the Competent Authority.

Submitted for consideration and approval please.

Resolution

The proposal for renovation of Gents & Ladies Hostel Toilet Blocks (Ground to 6th floor) is approved by the Finance Committee and work order in this regard can be issued.

7.	Proposal for installation of	The matter arises from resolution of Agenda Item No.6 of 117 th Meeting of the Finance Committee. The Campus
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	Solar Panel in the shadow free roof space are in the University Campus	<p>Supervisor will present the benefits of installation of Solar Panel to the members of the Finance Committee. The relevant documents are placed at Annexure- 7A.</p> <p>Submitted for consideration of direction please.</p> <p><u>Resolution</u></p> <p>The proposal for installation of solar panel in the shadow free roof space area in the university campus is approved by the Finance Committee. Further, The committee members recommended that prior to commencement of the work, the PWD Civil Department should be consulted to avoid any difficulty in layout planning at the time of installation or any future problems.</p>																				
8.	Settlement of Advance Account of Advance to CRSGPP	<p>The matter arises from Resolution of Agenda Item No.15 of 117th Meeting of the Finance Committee. The advance extended to CRSGPP during the Financial Year 2020-21 being adjusted from the Grant in Aid received from Judicial Department of Govt. of West Bengal.</p> <p>The fund flow statements of advance adjusted are stated below:</p> <table><tr><th>Date</th><th>Particulars</th><th>Amount</th><th>Amount</th><th>Remarks</th></tr><tr><td>01.04.2020</td><td>Opening Balance of Advance</td><td>Nil</td><td></td><td></td></tr><tr><td>30.11.2020</td><td>Advance given to CRSGPP during the Year 2020-21</td><td>64,23,231/-</td><td></td><td>Expenses Made</td></tr><tr><td>28.12.2020</td><td>Grant in-Aid Received from Judicial Department, Govt. of</td><td></td><td>60,00,000/-</td><td>Fund Received</td></tr></table>	Date	Particulars	Amount	Amount	Remarks	01.04.2020	Opening Balance of Advance	Nil			30.11.2020	Advance given to CRSGPP during the Year 2020-21	64,23,231/-		Expenses Made	28.12.2020	Grant in-Aid Received from Judicial Department, Govt. of		60,00,000/-	Fund Received
Date	Particulars	Amount	Amount	Remarks																		
01.04.2020	Opening Balance of Advance	Nil																				
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19.03.2021	Grant in-Aid Received from Judicial Department, Govt. of West Bengal		15,00,000/-	Fund Received	
31.03.2021	Advance Adjusted with Govt. Grants	64,23,231/-		Fully Adjusted	
26.09.2021	Balance Fund Remitted to CRSGPP Centre	10,76,769/-		Unspent Balance	

Submitted for information please.

Resolution

The action taken is noted by the Finance Committee.

9.	Settlement of Advance Account of Advance to IPR Chair	<p>The matter arises from Resolution of Agenda Item No.7 of 117th Meeting of the Finance Committee. The advance extended to IPR Chair during the Financial Year 2020-21 and 2021-22 being adjusted from the Grant in Aid received from Department for Promotion of Industry and Internal Trade, Ministry of Commerce & Industry, Govt of India.</p> <p>The fund flow statements of advance adjusted are stated below:</p> <table><tr><th>Date</th><th>Particulars</th><th>Amount</th><th>Amount</th><th>Remarks</th></tr><tr><td>01.04.2021</td><td>Opening Balance of Advance</td><td>1,20,000/-</td><td></td><td></td></tr></table>	Date	Particulars	Amount	Amount	Remarks	01.04.2021	Opening Balance of Advance	1,20,000/-		
Date	Particulars	Amount	Amount	Remarks								
01.04.2021	Opening Balance of Advance	1,20,000/-										

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		26.04.2021	Advance given to IPR Chair during the Year 2021-22	5,00,000/-	Advance Given
		17.09.2021	Grant in-Aid Received from DPIIT, MoCI, GoI	28,83,913/-	Fund Received
		02.10.2021	Advance given to IPR Chair during the Year 2021-22	10,00,000/-	Advance Given
		Total Advance		16,20,000/-	
		07.01.2021	Advance Adjusted with DPIIT, MoCI, GoI Grants	16,20,000/-	Fully Adjusted
		Submitted for information please.			
		<u>Resolution</u>			
		The action taken is noted by the Finance Committee.			
10.	Registration for Exemption under Section 80G and 10(23)(c) of IT Act, 1961	<p>The matter arises from Resolution of Agenda Item No.16 of 117th Meeting of the Finance Committee. The University has already get the Exemption Certificate U/s 80G vide Document Identification Number (DIN) AAAJT1531HF2021401 and U/s 10(23)(c) vide Document Identification Number (DIN) AAAJT1531HC2021101 of the IT Act 1961.</p> <p>The relevant exemption certificates are placed at Annexure- 10A and 10B.</p> <p>Submitted for information please.</p>			

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		<p><u>Resolution</u></p> <p>The information is noted by the Finance Committee. Further resolved that the information be circulated to all the members of Academic Council, Executive Council and General Council.</p>
11.	<p>Submission of Audited Annual Accounts Report for the Financial Year 2020-21</p>	<p>The Annual Audited Accounts Report for the year ending on 2020-21 was placed as Annexure- 11A for kind consideration and approval.</p> <p>The Honourable members may kindly note that the Audited Annual Accounts was placed and resolved as per Agenda Item No.11 of the 79th Meeting of the Executive Council on 18.12.2021 and placed at Annexure- 11B.</p> <p>Submitted for consideration and direction please.</p> <p><u>Resolution</u></p> <p>The Audited Annual Accounts Report for the Financial Year 2020-21 is noted and approved by the Finance Committee.</p>
12.	<p>Submission of Budget Estimate for the Year 2022-23 and Revised Estimate for the year 2021-22</p> <p><i>01.02.22</i></p>	<p>The Budget Estimate for the Year 2022-23 and Revised Estimate for the year 2021-22 were placed as Annexure- 12A for kind consideration and approval.</p> <p>The Honourable members may kindly note that the above mentioned Budget was placed and resolved as per Agenda Item No.10 of the 79th Meeting of the Executive Council on 18.12.2021 and placed at Annexure- 12B.</p> <p>Submitted for consideration and direction please.</p> <p><u>Resolution</u></p> <p>The Budget Estimate for the Year 2022-23 and Revised Estimate for the year 2021-22 is noted by the Finance Committee.</p>

N.K. Chakrabarti

13.	Collection of Fees through SBI Collect Payment Gateway	<p>As per recommendation of the Administrative Audit Committee in his report dated 08.12.2021 in Item No.13, advised the University for Collection of Fees through SBI Collect Payment Gateway, which will help the University in identification and reconciliation of the Student/ Individual Fees etc. and the proposal placed at Annexure-13A.</p> <p>The report has been approved by the 79th Executive Council as per resolution of agenda item no.8 held on 18.12.2021 and relevant minutes placed at Annexure- 13B. Accordingly, the Accounts Department of the University contact with SBI, Salt Lake PBB Branch and the matter is under progress for implementation of the payment gateway system.</p> <p>Submitted for information and approval please.</p> <p><u>Resolution</u></p> <p>The proposal for Collection of fees through SBI Collect Payment Gateway is approved by the Finance Committee. Further, the committee members recommended that attention should be given towards reconciliation of the amounts collected through the SBI collect gateway.</p>
14.	Information required for opening of a FCRA Savings Account at State Bank of India, FCRA Cell, New Delhi Main Branch <p style="color: blue; font-style: italic;">Sent 01.02.22</p>	<p>The matter arises from the Agenda Item No.12 of the 117th Meeting of the Finance Committee held on 21.08.2021 and subsequent day to day communication with State Bank of India, FCRA Cell, New Delhi Branch and Salt Lake PBB Branch, where it has stated that to opening the said account the following information will be required. The details as stated below –</p> <ol style="list-style-type: none"> 1. Please provide a List of Members of the entity on the entity's Letterhead and signed by the authorized signatories. Also attach screenshot of members from any government-mandated portal like, NGO Darpan/ Income Tax Return/ FC-3 form. The details placed at Annexure- 14A.

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		<p>2. Please ensure that the Board Resolution to open an FCRA Account at SBI, NDM Branch mentions the Type of Account (Current), and Mode of Operation (Singly/ Jointly). The details placed at Annexure- 14B.</p> <p>3. Kindly ensure that the Board Resolution to open an FCRA Account at SBI, NDM Branch is signed as per the 'Quorum' (6 members) mentioned in the entity's Trust Deed/ Memorandum of Association/ Article of Association. The details placed at Annexure- 14B.</p> <p>It may also be noted that another new Savings Bank account to be opened at State Bank of India, Salt Lake PBB Branch for the purpose of transaction account in respect of FCRA Account.</p> <p>Submitted for consideration and direction please.</p> <p><u>Resolution</u></p> <p>The proposal for Opening of a FCRA Account at State Bank of India, FCRA Cell, New Delhi Main Branch is approved by the Finance Committee.</p>
15.	<p>Payment of National Pension System (NPS) Contribution on Lien to Assistant Registrar (Finance)</p> <p><i>101.02.22</i></p>	<p>Mr. Ashok Das, Assistant Registrar (Finance) has joined this University on 22.11.2021 (FN) on taken Lien (13 months) from Indian Institute of Science Education and Research Kolkata (An Autonomous Institute under Ministry of Education, Govt. of India).</p> <p>As per rules of the Institute the employees are covered under National Pension System and his contribution will be remitted to his parent employer as per rules of the Institute (Employees Contribution @ 10% and Employers Contribution @ 14%) considering with Basic Pay + DA. The relevant Orders, Communications are placed at Annexure 15A.</p> <p>Submitted for consideration please.</p>

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		<p><u>Resolution</u></p> <p>Resolved that 10% of the pay as per NPS Scheme to be paid by the University towards employer contribution and the balance 4% to be deducted from the salary of the Assistant Registrar (Finance). The resolution was arrived keeping in view that the employer contribution in respect of all employees are at par.</p>
16.	Remodelling of existing Water Fountain to Reception cum Open Stage	<p>The matter arises from resolution as per Agenda No.2 of the Meeting of the Building Committee held on 11-12-2020, the relevant minutes of the meeting is placed at Annexure- 16A.</p> <p>In response to University letter dated 15.01.2020, an estimate of Rs.13,42,106/- has been received from Executive Engineer, PWD, Bidhannagar West Division vide memo no. 1879-W/240 dated 29.10.2021 which is enclosed as Annexure- 16B.</p> <p>Submitted for consideration please.</p> <p><u>Resolution</u></p> <p>The proposal for Remodelling of existing water fountain to reception cum open stage is approved by the Finance Committee.</p>
17.	Renovation of Gas Bank	<p>The matter arises from resolution as per Agenda No.10 of the Meeting of the Building Committee held on 06.12.2021 and the relevant minutes of the meeting are placed at Annexure- 17A.</p> <p>In response to University letter dated 13.01.2021, an estimate of Rs.2,17,106/- has been received from Executive Engineer, PWD, Bidhannagar West Division vide memo no. 2060-W/240 dated 29.11.2021 which is enclosed as Annexure- 17B.</p> <p>Submitted for kind information please.</p>

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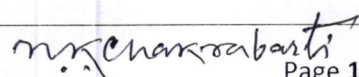
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		<p><u>Resolution</u></p> <p>The proposal for renovation of Gas Bank is approved by the Finance Committee.</p>
18.	<p>To consider Representation of Ph.D Student for waiver of Annual Fees</p>	<p>The matter arises from resolution as per Agenda No.3 of the Meeting of the Research Advisory Committee (Ph.D) held on 02.11.2021 and the relevant minutes is placed at Annexure- 18A.</p> <p>The representation of Ms. Shatarupa Dey towards De-registration from Ph.D and request for waiver of Annual Fees are placed at Annexure- 18B.</p> <p>Submitted for consideration and direction please.</p> <p><u>Resolution</u></p> <p>In respect of the agenda matter, a query was raised by the Hon'ble Advocate General of West Bengal that whether the student was extended the facility of funding/scholarship from the University due to her financial hardships. In response to the query, The Hon'ble Vice-Chancellor informed that the candidate was reluctant to continue her Ph.D despite the extension of such facility from the University.</p> <p>Taking into consideration such response and the current pandemic situation, the committee resolved that the waiver of fees to be approved.</p> <p>However, the committee further resolved that such waiver should be construed as a special case and not to be interpreted as a precedent.</p>
19.	<p>Prayer of Campus Supervisor for Erroneous</p>	<p>A representation has been submitted by Mr. Nabendu Dam, Campus Supervisor towards revision of fixation as per 6th CPC scenario and considering the subsequent pay fixation matter as on date.</p>

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	Fixation of Pay	<p>The relevant application and supporting documents are placed at Annexure- 19A.</p> <p>It is proposed a Pay Fixation Committee may be constituted for review of the Erroneous Fixation of Pay.</p> <p>Submitted for consideration and direction please.</p> <p><u>Resolution</u></p> <p>Resolved that a Pay Fixation Committee to be constituted with members preferably from the Central Government Institutions for report to the Finance Committee.</p>
20.	Medical Facilities for University Employees	<p>The matter arises from the Agenda Item No.16 of the 113th Meeting of the Finance Committee held on 07.03.2020, where it has proposed that a Medical Insurance Scheme will be adopted for the University Employees as Medical Insurance. In this regards a committee has been constituted vide the members has collected the quotations from the Health Insurance Companies. The quotations were placed before the Committee Members and a comparative statement has also been prepared. The Committee Members has suggested before implement of the said scheme the University Authority will check the various other medical scheme offered by the Government. The matter placed at Annexure- 20A.</p> <p>In this regards a new proposal has been placed for consideration please. Recently a office order has been circulated by the Higher Education Department vide Notification No.546-Edn(CS)/1M/ 01/2017, dated 08.03.2019 towards extended the West Bengal Health Scheme for the Beneficiaries of Grant in-Aid Colleges and Universities. The relevant Notification, Scheme Details, FAQ are placed at Annexure- 20B.</p> <p>Submitted for consideration and direction please.</p> <p><i>01.02.22</i></p>



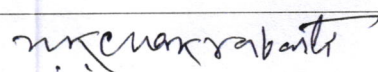
		<p><u>Resolution</u></p> <p>The Finance Committee resolved that quotations should be collected from vendors providing medical insurance in respect of the employees and their families.</p> <p>Further resolved that Employee and another three member of the family in respect of an employee which may cover spouse, dependent children and dependant parents. The information in this regard be collected and placed in the next meeting of the Finance Committee.</p>
21.	<p>Disbursement of Monthly Salary/ Remuneration of the University Employees</p>	<p>The matter arises from the Agenda Item No.5 of the Faculty Meetings held on 08.10.2021, where it has proposed that University to pay the Salary / Remuneration of all the university employees on the first day of the following months and it will be applicable w.e.f. 01.04.2022 onwards. If the 1st day of the following month falls on holiday the salary would be disbursed on next working day. The relevant Agenda are placed at Annexure- 21A.</p> <p>Submitted for consideration and direction please.</p> <p><u>Resolution</u></p> <p>The Finance Committee approved the proposal of disbursement of monthly salary/remuneration of all the University employees on the first working day of the following month w.e.f. 01.04.2022.</p>
22.	<p>Registration of e-Procurement System of West Bengal (Tenders West Bengal)</p> <p><i>01.02.22</i></p>	<p>The matter arises from the Agenda Item No.16 of the 98th Procurement Committee Meetings held on 23.11.2021 and subsequent approval of the Competent Authority, where it has stated that University already registered in the e-Procurement System of West Bengal (WB Tenders) and now intend to use the above portal regarding procurement of various kind of Goods/ Works/ Services etc. through various types of tenders across the country.</p> <p>The said account has been re-activated with necessary</p>

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		<p>approval and communication to the Procurement Coordinator, NIC, West Bengal. To complete the registration process and full functional of the portal at University level the Class III DSC will be required and note sheet has also submitted to the Competent Authority in this regards. The relevant documents are placed at Annexure-22A.</p> <p>Submitted for information and direction please.</p> <p><u>Resolution</u></p> <p>The Finance Committee approved the proposal for Registration in e-procurement system of West Bengal Tenders.</p>
23.	<p>Proposal for Utilisation of Amount Receivable from CLAT Consortium for the year 2019-20 and 2020-21.</p> <p><i>Sen 01.02.22</i></p>	<p>The University has received a proposal from Consortium of National Law Universities for Utilization of Grant for the Financial Year 2019-20 and 2020-21.</p> <p>Fund Allotted and Utilization Submitted for the Financial Year 2019-20 Rs.75 Lakhs</p> <p>Fund Allotted and Utilization Submitted for the Financial Year 2020-21 Rs.75 Lakhs</p> <p>The details Proposal, Utilization Certificate and Scope of Expenditure are placed at Annexure- 23A.</p> <p>Now it is proposed that the above mentioned amount receivable from Consortium of National Law Universities to be utilized for below mentioned purpose based on the guidelines framed by the said agency as per details mentioned below –</p> <ul style="list-style-type: none"> i) Purchased of Library Books and E-resources ii) IT Development iii) Purchase of Laptops, Desktops and related accessories iv) Scholarships v) Research Grants

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		<p>Submitted for information and direction please.</p> <p><u>Resolution</u></p> <p>The Finance Committee approved the proposal for Utilisation of Amount Receivable from CLAT Consortium for the year 2019-20 and 2020-21.</p>
24.	<p>Partial Waiver of Adjustable (Hostel) Deposit components from the Winter Semester Fees Structure in the B.A / B.Sc with LL.B. Courses</p>	<p>Due to current Covid 19 Pandemic situation, it is proposed that the Adjustable (Hostel) Deposit component partially to be waived to the extent of Rs.10,000/- and Rs.5,000/- to be charged Adjustable (Hostel) Deposit for the Winter Semester (i.e. January, 2022) in the B.A / B.Sc with LL.B. Courses. The other component of the fees structure has remained same and the revised fees structure is placed at Annexure- 24A.</p> <p>Submitted for information and approval please.</p> <p><u>Resolution</u></p> <p>The Finance Committee approved the proposal Partial Waiver of Adjustable (Hostel) Deposit components from the Winter Semester Fees Structure in the B.A / B.Sc with LL.B. Courses.</p>
25.	<p>Leave Encashment of Former Accounts Officer of Mr. S. K. Basu</p> <p><i>Serv. 22 01.02.22</i></p>	<p>The matter arises from application dated 17.12.2020 received from Mr. Shiharan Kumar Basu, Former Accounts Officer of the University in respect of releasing of Terminal Benefit on account of Leave Encashment.</p> <p>Mr. S. K. Basu has joined in this University as an Accounts Officer (on Adhoc Basis) on 08.05.2015 and retired from this service on 09.02.2020. The WBNUJS and Department of Personnel and Training (DoPT) rules and regulations pertain to release of leave encashment after retirement service is placed at Annexure- 25A.</p>



		<p>Submitted for information and direction please.</p> <p><u>Resolution</u></p> <p>The Finance Committee resolved that as per the regulations the former employee is not entitled to leave encashment.</p>
26.	Supply and Installation of Furniture for Office and Classrooms	<p>The matter arises from Report and Estimate received from M/s Britannia Engineering Limited (A Govt. Company under Public Works Department, Govt. of West Bengal) vide reference No.BEL/MD/Admn/2021-22/070, dated 20.01.2022 for supply and installation of Furniture for Office and Classrooms of the University.</p> <p>The report and estimate placed at Annexure- 26A.</p> <p>Submitted for information and direction please.</p> <p><u>Resolution</u></p> <p>Resolved that open tenders to be floated, complete specification to be provided and Request for proposals to be collected from Forest Development Corporation.</p>
27.	Any Other Matter	<p>To consider increase of wages of Housekeeping and security staff of the University working under agency engaged through tender process.</p> <p><u>Resolution</u></p> <p>Resolved that a fresh tender with minimum wages as per Central Government Norms with all details may be placed for consideration of the matter in future meeting of the Finance Committee.</p>

The meeting ended with thanks to the Chair.

Sen 20.02.22
Smt. Sikha Sen
(Registrar(Acting))

n.k. Chakrabarti
Prof.(Dr.) Nirmal Kanti Chakrabarti
(Vice-Chancellor)