




**MINUTES OF THE 127<sup>Th</sup> MEETING  
OF THE FINANCE COMMITTEE  
HELD ON VIRTUAL MODE ON  
29<sup>th</sup> MARCH 2024 AT 04.30 PM.**

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

**127<sup>th</sup> Meeting of the Finance Committee  
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**The West Bengal National University of Juridical Sciences.**  
**Dr. Ambedkar Bhavan, Salt Lake, Kolkata.**

The Hundred Twenty Seventh meeting of the Finance Committee was held through virtual mode on 29<sup>th</sup> March, 2024 at 04.30 PM at Dr. Ambedkar Bhavan, 12LB Block, Sector-III, Salt Lake City, Kolkata-700106.

Following members were present in the meeting:

1. Hon'ble Professor (Dr) Nirmal Kanti Chakrabarti, Vice-Chancellor, WBNUJS.
2. Mr. Kishore Datta, Advocate General, West Bengal.
3. Mr. Ratnanko Banerji, Sr. Advocate , Treasurer, WBNUJS (In chair).
4. Mr. Pradip Kumar Panja, WBJS, Principal Secretary, Law Department, Government of West Bengal.

The following member was not able to attend the meeting due to other official work:

1. Mr. Manish Jain (IAS), Principal Secretary, Higher Education Department, Govt. of West Bengal.

Mr. Raja Chakraborty, Registrar, WBNUJS, Ex-Officio Secretary was present in the meeting.

1. Mr. Kishore Datta, Advocate General, West Bengal.
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**WBNUJS, Kolkata**

**The West Bengal National University of Juridical Sciences**  
**Minutes of the 127<sup>th</sup> Meeting of the Finance Committee of WBNUJS**  
**held on 29<sup>th</sup> March, 2024 at 4.30 PM.**

Sl. N o.	Agenda Item	Resolution						
1.	<b>Confirmation of the Minutes of the 126<sup>th</sup> Meeting of the Finance Committee</b>	<p>Confirmation of the Minutes of the 126<sup>th</sup> Meeting of the Finance Committee which was held on 17<sup>th</sup> October, 2023.</p> <p>The minutes are enclosed as at <b>Annexure-1A</b>.</p> <p>Submitted before the Committee for confirmation.</p> <p><b><u>Resolution</u></b></p> <p>The Minutes of the 126<sup>th</sup> Meeting of the Finance Committee held on 10th September, 2023 as placed was confirmed.</p>						
2.	<b>Approval of the recommendations of the University Building Committee</b>	<p>The University Building Committee has approved the following Civil and Electrical works in its meeting held on 11.12.2023 and the details of the works and minutes of the Building Committee is enclosed in <b>annexure - 2</b>.</p> <p>The approved works which are to be and executed by the Public Works Department, Govt. of West Bengal costing above Rs. 1 lakhs are stated below; Placed for the approval of the Finance Committee.</p> <table border="1"> <thead> <tr> <th>Sl.No</th><th>Name of the Works as submitted by the PWD</th><th>Estimates as submitted by PWD (Amount in Rs.)</th></tr> </thead> <tbody> <tr> <td>A</td><td> <p>Civil and Electrical works for Wet and Dry Laboratory for Forensic Sciences;</p> <p>Estimated value of Civil works Rs. 4,91,915/</p> <p>Estimated value of Electrical Works Rs. 6,90,851/</p> </td><td> <p>Rs. 15,33,648/-</p> </td></tr> </tbody> </table>	Sl.No	Name of the Works as submitted by the PWD	Estimates as submitted by PWD (Amount in Rs.)	A	<p>Civil and Electrical works for Wet and Dry Laboratory for Forensic Sciences;</p> <p>Estimated value of Civil works Rs. 4,91,915/</p> <p>Estimated value of Electrical Works Rs. 6,90,851/</p>	<p>Rs. 15,33,648/-</p>
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			Supply and installation of 04 nos. 3-star 2TR split AC machines Rs. 3,50,882/- <b>Annexure -2A</b>	
		B	Aluminium Partition in the Registrar's Office for the staff and officials Rs. 2,21,020/ Visitor's room in the Registrar's office Rs..4,99,909/- <b>Annexure-2B</b>	Rs. 7,20,929/-
		C	Aluminium Partition and allied works for Surveillance Room (R001)/ CCTV server room. <b>Annexure-2C</b>	Rs. 3,21,268/
		D	IT Sever Room – Renovation of Room No. 313 for Campus Networking upgradation – <b>Annexure- 2D</b> Civil Works including partition and allied works for Rs. 14,78,602/ Electrical Work for the server room with an estimate of Rs. 5,64,184/	Rs. 23,83,267/

  
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			Supply and Installation of AC machines with an estimate of Rs. Rs.3,40,481/	
		E	Painting etc. for Room no 203 and extra civil works for Substation – <b>Annexure-2E</b>	Rs. 1,66,044/-
		F	Up gradation of Security Desk, installation of Key Board for G+5 Building, Notice Board and allied work etc. near main entrance of Academic Block for ana amount of Rs. 3,72,872/  WBNUJS Campus and Wooden panelling work near front office of the Academic Block with an estimate of Rs.1,62,950/- <b>Annexure-2F</b>	Rs. 5,35,822/-
		G	Wall panelling to hide water patches	Rs.,154,622/

  
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		at library- <b>Annexure-2G</b>																																																					
	H	Tiling work in Room no 313 and Room no 022- <b>Annexure-2H</b>	Rs. 2,01,774/																																																				
		<p><b><u>Resolution</u></b></p> <p>The Finance Committee approved the recommendations of the building committee.</p>																																																					
3.	<b>Ratification of Procurement Committee Minutes</b>	<p>The procurement committee decision as stated below may be ratified and the details of the procurement along with decisions of the Procurement Committee is enclosed in Annexure-3</p> <table border="1"> <thead> <tr> <th>Sl No.</th><th>Meeting of the Procurement Committee</th><th>Date held</th><th>Annexure</th></tr> </thead> <tbody> <tr><td>1</td><td>124<sup>th</sup> Meeting</td><td>29.08.2023</td><td>3A</td></tr> <tr><td>2</td><td>125<sup>th</sup> Meeting</td><td>07.09.2023</td><td>3B</td></tr> <tr><td>3.</td><td>126<sup>th</sup> Meeting</td><td>21.09.2023</td><td>3C</td></tr> <tr><td>4.</td><td>127<sup>th</sup> Meeting</td><td>05.10.2023</td><td>3D</td></tr> <tr><td>5.</td><td>128<sup>th</sup> Meeting</td><td>11.11.2023</td><td>3E</td></tr> <tr><td>6.</td><td>129<sup>th</sup> Meeting</td><td>09.11.2023</td><td>3F</td></tr> <tr><td>7.</td><td>130<sup>th</sup> Meeting</td><td>10.11.2023</td><td>3G</td></tr> <tr><td>8.</td><td>131<sup>st</sup> Meeting</td><td>24.11.2023</td><td>3H</td></tr> <tr><td>9</td><td>132<sup>nd</sup> Meeting</td><td>05-12-2023</td><td>3I</td></tr> <tr><td>10</td><td>133<sup>rd</sup> Meeting</td><td>19-12-2023</td><td>3J</td></tr> <tr><td>11</td><td>134<sup>th</sup> Meeting</td><td>17-01-2023</td><td>3K</td></tr> <tr><td>12</td><td>135<sup>th</sup> Meeting</td><td>30-01-2024</td><td>3L</td></tr> </tbody> </table> <p>Submitted for perusal and approval.</p>		Sl No.	Meeting of the Procurement Committee	Date held	Annexure	1	124 <sup>th</sup> Meeting	29.08.2023	3A	2	125 <sup>th</sup> Meeting	07.09.2023	3B	3.	126 <sup>th</sup> Meeting	21.09.2023	3C	4.	127 <sup>th</sup> Meeting	05.10.2023	3D	5.	128 <sup>th</sup> Meeting	11.11.2023	3E	6.	129 <sup>th</sup> Meeting	09.11.2023	3F	7.	130 <sup>th</sup> Meeting	10.11.2023	3G	8.	131 <sup>st</sup> Meeting	24.11.2023	3H	9	132 <sup>nd</sup> Meeting	05-12-2023	3I	10	133 <sup>rd</sup> Meeting	19-12-2023	3J	11	134 <sup>th</sup> Meeting	17-01-2023	3K	12	135 <sup>th</sup> Meeting	30-01-2024	3L
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		<p><b><u>Resolution</u></b></p> <p>The Finance Committee ratified the minutes of the procurement committee as placed in the Annexures subject to the exception of the following:</p> <ol style="list-style-type: none"> <li>1) The recommendations of the procurement committee relating to the installation of heat pump for supply of hot water in the Gents and Ladies hostel of the University considering the matter that such proposal being subsequently dropped by the University.</li> <li>2) The recommendations of the procurement committee for implementation of the indent form and SOP for procurement as per Agenda No. 05 of the 128<sup>th</sup> Meeting of the Procurement Committee held on 11.10.2023.</li> </ol>
4.	<p><b>Submission of Audited Annual Accounts of the University for the FY 2022-23 along with Supplementary Audit Report on the Annual Accounts as at 31<sup>st</sup> March, 2023</b></p>	<p>The Audited Annual Accounts of the University for the Financial Year 2022-23 along with the Auditor's reports was placed before the Finance Committee in its meeting held on 17<sup>th</sup> October, 2023 for consideration and approval.</p> <p>The Hon'ble members of the Finance Committee has considered the Annual Accounts for the Financial Year 2022-23 along with Statutory Auditor's observation and qualification on the financial statements of the University as at 31-3-2023.</p> <p>The item was deferred and the following directions were made;</p> <ol style="list-style-type: none"> <li>1. Necessary compliances needs to be made on the Auditor's report for point no. 1 to 10 as at 31-3-2023.</li> <li>2. In view of the Auditor's qualification on the Accounts of the University as at 31-3-2023, there is no satisfactory response from the University. The Finance Committee unable to approve the Accounts being put before the Finance Committee. The Vice Chancellor of the University was directed to issue appropriate direction to the Official responsible for preparation of Accounts of the University seeking an explanation in the matter including an explanation as to why the University not in a position to provide an explanation to the qualification of the Auditor's observation.</li> </ol> <p>Further, the Vice Chancellor should seek an explanation from the Official responsible and ensure such explanation within a period of 14 working days.</p>



		<p>3. In the meantime, the University is in a position to provide appropriate explanation to the Audit qualification and the same will be brought to the notice of the Vice Chancellor. In the event of failure on the part of the Management to respond adequate explanation to the Auditor's qualification, the Finance Committee shall consider appropriate decision including a forensic audit and also appropriate proceedings.”</p> <p>Hence, the agenda item was deferred till the compliances of the above direction.</p> <p>Accordingly, necessary compliances were made to the above observations and Statutory Auditor has issued a supplementary Report after due verification of the relevant documents and records against the point no. 1 to 10 of the Audit Report submitted as at 31<sup>st</sup> March, 2023.</p> <p>The Supplementary Audit Report along with compliances is enclosed <b>in Annexure - 4</b> for consideration and further direction if any.</p> <p><b><u>Resolution</u></b></p> <p>The Finance Committee perused the response to the Audit Observations and resolved that corrective actions to be taken as per Sl. No. 03 – 10 of the Audit Qualifications and matter to be placed in the next meeting of the Finance Committee.</p>
5.	<b>Accounts Officer Compliances</b>	<p>As per the directions of the 126<sup>th</sup> Finance Committee Meeting held on 17<sup>th</sup> October, 2023, on 19<sup>th</sup> October, 2023 the Hon'ble Vice Chancellor has sought an explanation from the Accounts Officer. Copy enclosed in annexure 5.</p> <p>The Accounts Officer of the University has submitted an explanation vide letter dated 17-11-2023 to the Hon'ble Vice Chancellor and the copy of the same is enclosed <b>in annexure 5</b>.</p> <p>Submitted for further directions.</p> <p><b><u>Resolution</u></b></p> <p>The Finance Committee noted the matter and resolved that actions to be taken as per resolution of Agenda No 04 within 30 days and placed before the next meeting of the Finance Committee.</p>

  
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<p><b>6. Status of Installation of Hot Water System at the Gents and Ladies Hostel of the University</b></p>	<p>The matter arises in continuation to Agenda No. 04 of the 120<sup>th</sup> Meeting of the Finance Committee held on 17.06.2022 and Agenda no. 05 of the 121<sup>st</sup> Meeting of the Finance Committee held on 03.08.2022 where it was resolved that the installation work to be carried out through invitation of tenders in the open market.</p> <p>Accordingly, tender was floated vide NIT Ref No. WBNUJS/PC/NIT/003/HPWH/2023-24 dated 26.05.2023. In this regard, the University appointed <b>Dr. Asis Mazumdar, Professor, Jadavpur University</b> as consultant expert for determination of the technical specifications for the project. However, no response was received in respect of the tender. Subsequently, re-tender was made on 01.09.2023 vide NIT Ref No. WBNUJS/PC/NIT/003(R)/HPWH/2023-24. The University received a single bid from <b>M/s G.L. Engineering</b> in response to such re-tender for Rs. 48,92,778/- (inclusive of all taxes).</p> <p>The bid documents with technical specifications after evaluation by the External Expert was placed for consideration before the Procurement Committee of the University. The vendor after negotiation by the procurement committee submitted two separate proposals as follows:</p> <ol style="list-style-type: none"> <li>Rs. 34,88,778/- (inclusive of all taxes) with standard warranty of One year.</li> <li>Rs. 46,71,774/- (inclusive of all taxes) with comprehensive warranty of Five years including One-year standard warranty.</li> </ol> <p>However, the 126<sup>th</sup> Finance Committee after due deliberations has directed for retendering. Accordingly, retendering was made on 18<sup>th</sup> October, 2023.</p> <p>On retendering, we have received only one tender namely M/s. G.L. Engineering, who has participated in the earlier tendering. The procurement committee in its meeting held on 10<sup>th</sup> November, 2023 has found that the bidder lacks past experience and quoted price was Rs. 48,04,840/-. Accordingly, the Committee has proposed various stringent conditions over and above the terms and conditions as per Notice Inviting Tender (NIT dated 18-10-2023) in case the work is awarded to the said bidder.</p>
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		<p>Meanwhile, the winter season about to commence and Students Association has proposed an alternative arrangement for the Hot water system in the Hostels.</p> <p>The alternative arrangement of installation of Geyser system in each Hostel terrace and flowing Hot water directly in the Washroom was found satisfactory and cost effective. Therefore, instead of going ahead with the Heat Pump installation the alternative arrangement was made and the students at present able to get adequate Hot water in the washroom through Geyser.</p> <p><b><u>Resolution</u></b></p> <p>The Finance Committee noted the matter.</p>
7.	<b>Status of Centralized Air Conditioner System in the University Auditorium and Library</b>	<p>The installation of Air conditioner system in the Library and Auditorium is completed and trial run was made during 16th Feb to 18th Feb, 2024 and found to be satisfactory.</p> <p>The final inspection has been completed and CERTIFICATE OF COMPLETION AND HANDING OVER vide Reference No. WBNUJS/PC/NIT/HVAC/2023-24/140, Dated 14.09.2023 was submitted by the vendor. In this connection verification of the parameters for the said work order has been done by the Technical Expert (Dr. Arindam Kumar Sil, Associate Professor, Electrical Engineering Department, Jadavpur University) as on 08.03.2024 and the report of the satisfactory completion was issues on even date.</p> <p>The relevant documents are placed at Annexure- 7A. Submitted for information please.</p> <p><b><u>Resolution</u></b></p> <p>The Finance Committee noted the matter.</p>
8.	<b>Status of Construction of Dry and Wet Laboratory for</b>	<p>All the materials as per work order for the construction of Dry and Wet Laboratory for Forensic Science courses has been supplied by the vendor (M/s. Phoenix Ltd) and 60% part payment was also made. However, the civil and electrical works by</p>



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	<b>Forensic Science courses.</b>	<p>Public Works Department (PWD) is under process and expected to be completed shortly.</p> <p>Submitted for information please.</p> <p><b><u>Resolution</u></b></p> <p>The Finance Committee noted the matter.</p>
9.	<b>Status of Implementation of Campus WIFI and LAN Network Services for the University</b>	<p>The cabling, supply of UPS and Network switches is almost completed by the vendors for the campus WIFI and LAN Network services in the University. However, the Civil and Electrical works for the Server room which was entrusted with PWD is under process and expected to complete shortly.</p> <p>Upon completion of Civil and Electrical works in the Server Room, BSNL shall provide the Internet connection as per work order.</p> <p>Submitted for information please.</p> <p><b><u>Resolution</u></b></p> <p>The Finance Committee noted the matter.</p>
10	<b>Approval for Financial Support for various proposed International Conferences to be organised by the University during March, 2024</b>	<p><b>A. International Colloquium on Contemporary Legal Reforms in BIMSTEC Member-states.</b></p> <p>The 89<sup>th</sup> Executive Council held on 9<sup>th</sup> July, 2023 has approved a 2-day International Colloquium on Contemporary Legal Reforms in BIMSTEC Member-states and also constituted an organising committee consisting of the following Hon'ble Members for conducting the said International Colloquium.</p> <ol style="list-style-type: none"> <li><b>1. Hon'ble Justice Aniruddha Bose, Judge Supreme Court of India</b></li> <li><b>2. Prof. (Dr.) N.K.Chakrabarti. Vice Chancellor - WBNUJS</b></li> <li><b>3. Shri Soumendra Nath Mookherjee, Advocate General, High Court at Calcutta</b></li> <li><b>4. Shri. Ratnanko Banerji - Sr. Advocate, Treasurer, WBNUJS</b></li> <li><b>5. Dr. Shouvik Kumar Guha, Associate Professor, WBNUJS</b></li> </ol> <p>Accordingly, the International Colloquium will be held from 9<sup>th</sup> to 10<sup>th</sup> March, 2024. Venue for</p>

  
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**WBNUJS, Kolkata**

the International Colloquium is proposed in WESTIN Hotel, Kolkata in view of the security protocol for international delegates and other required standards to be maintained for the BIMSTEC Member-states.

The following expenditures are proposed to be incurred;


S. No.	Head of Expenditure	Estimated Budget
1	Accommodation for the delegates from BIMSTEC Member-states (The negotiated package with WESTIN Hotel includes Breakfast, Dinner and Two-way Airport transfer for the Delegates) Rs. 7500/ + GST per delegates	Rs.4,00,000/-
2	Travel Expenses (Economic class International Air Tickets for the representatives BIMSTEC Member-states and National delegates including Local Conveyances)	Rs.5,00,000/-
3	Working Lunch including Seminar Hall Expenses for two days (Rs. 2500 + Taxes per delegates) for 80 Lunch packs (50 + 30)	Rs.2,50,000/-

The relevant documents are placed at **Annexure-10A.**

Submitted for information please.

**B. International Conference on "Trends in Forensics, Law and Criminology: Empowering Criminal Justice in 21st Century and Beyond."**

The School of Forensic Sciences and Centre for Studies & Research in Forensic Sciences of the University is organising an International Conference on "Trends in Forensics, Law and Criminology: Empowering Criminal Justice in 21st Century and Beyond" dated March 20-22, 2024 in collaboration with ICSSR and Department of Science and Technology, Govt. of India.

  
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A tentative Budget of **Rs.30,00,000/-** were proposed by the Coordinator, School of Forensic Sciences of the University, out of the same an amount of **Rs.22,00,000/-** will be received from Registration fees and sponsorship from ICSSR and DST, Govt. of India and other Private Sponsorship.

The balance amount of **Rs.8,00,000/-** lakhs need to be supported by the University for the above said International Conference. The relevant documents are placed at **Annexure-10B**. The same is proposed for approval.

**C. International Conference on “Aerodrome Requirements: Legal and Developmental Perspectives”.**

The Centre for Aviation & Space Laws of the University has proposed to organise an International Conference on “Aerodrome Requirements: Legal and Developmental Perspectives” on 30<sup>th</sup> March, 2024. The conference will be attended by international reputed Aviation Law experts including former representatives of International Civil Aviation Organisation (ICAO).

An amount of **Rs.5,00,000/- (Rupees Five lakhs only)** were proposed as estimated expenditure which need to be supported by the University for the said International Conference;


S. No.	Head of Expenditure	Estimated Budget
1.	Accommodation and Food for the invited speakers (The negotiated package with WESTIN Hotel includes Breakfast, Dinner and One way Airport transfer for the Delegates) Rs.7000/ + GST per delegates	<b>Rs.1,00,000/-</b>
2.	Travel Expenses (Economic class International Air Tickets for the invited speakers and national delegates including Local Conveyances)	<b>Rs.2,50,000/-</b>


  
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		3.	Working Lunch, Snacks and Beverages etc.	<b>Rs.50,000/-</b>
		4.	Conference Kit for the delegates, Printing and stationeries including Posters and Banners	<b>Rs.50,000/-</b>
		5.	Miscellaneous expenses	<b>Rs.50,000/-</b>
		<b>Total</b>		<b>Rs.5,00,000/-</b>
		The relevant documents are placed at <b>Annexure-10C</b> .		
		Submitted for information please.		
		<b><u>Resolution</u></b>		
		Resolved that the matter to be placed before the next meeting of the Finance Committee along with the details of the actual expenditures incurred by the University for the purpose of conducting the events.		
11	<b>Approval for Financial Support to the various Students Activities and Moot Court Competition</b>	<b>A. Financial support from University to the NUJS-HSF Corporate Law Moot Court Competition” held during 26<sup>th</sup> -28<sup>th</sup> January, 2024</b> The NUJS-HSF Corporate Law Moot Court Competition, 2024 was held during 26-28, January, 2024. The Moot Court Society of the University prepared a budget of Rs.13,16,500/- for conducting the event out of which an amount of Rs.8,00,000/- (approx. equivalent of GBP 8000) was expected from Herbert Smith Freehills LLP (HSF). The balance amount of Rs.5,16,500/- was proposed to be expended from the University Fund. The proposal was also approved by the Faculty Advisor of the NUJS Moot Court Society (MCS). The actual amount credited from HSF in respect of GBP 8000 is Rs.8,33,824/- and the maximum amount proposed to be expended from the University Fund is Rs,4,82,676/- (Rs.13,16,500 – Rs.8,33,824) as per approved proposal. The relevant documents are placed at <b>Annexure- 11A</b> .		

  
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		<p><b>B. NUJS-ELSA Law Moot Court Competition held during 04-07<sup>th</sup>, March, 2024.</b>  The NUJS- ELSA Law Moot Court Competition, 2024 is proposed to be held during 04-07<sup>th</sup>, March, 2024. The Moot Court Society of the University prepared a budget of Rs. 6,45,000/- for conducting the event out of which an amount of Rs. 2,85,000/- was expected from sponsors. The balance amount of Rs. 3,59,400/- was proposed to be expended from the University Fund. The proposal was also approved by the faculty advisor of the NUJS Moot Court Society (MCS).  The relevant documents are placed at <b>Annexure- 11B.</b></p> <p><b>C. Tri-series sports event hosted by NLSIU Bangalore from March 26-29, 2024.</b>  The University received an application from the Student Juridical Association (SJA) dated March 11, 2024, requesting for financial assistance in respect of the registration fees for Tri-series sports event hosted by NLSIU, Bangalore from March 26-29, 2024 for 140 participants.  The relevant documents are placed at <b>Annexure- 11C.</b></p> <p><b>D. Participation in ELSA Maynooth International Negotiation Competition from March 22-24, 2024</b>  The University received an application from 02 (two) students requesting for financial support for participating in ELSA Maynooth Negotiation Competition to be held on 22-24<sup>th</sup> March, 2024 hosted by European Law Students Association, Maynooth University, Ireland. The expenses for Registration, visa, travel and accommodation are estimated at Rs.3,01,210/-.  The relevant documents are placed at <b>Annexure- 11D.</b>  Submitted for perusal and further directions.</p> <p><b><u>Resolution</u></b></p> <p>Resolved that the matter to be placed before the next meeting of the Finance Committee along with the</p>
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		details of the actual expenditures incurred by the University for the purpose of holding the conferences.
12	<b>Revision of Special Allowance for the Vice Chancellor of the University as per 7<sup>th</sup> CPC notification vide No.1-4/2017-U II dated 28<sup>th</sup> January, 2019</b>	<p>The University Grants Commission vide letter no. F.No.11-1/2017 (CU) dated 19<sup>th</sup> February, 2019, has communicated that special allowance for the Vice Chancellors for the Central and other Universities was revised vide notification No.1-4/2017-U II dated 28<sup>th</sup> January, 2019 as per 7<sup>th</sup> CPC. Copy of the UGC notification is enclosed in <b>Annexure -12A</b>.</p> <p>The revision of Special Allowances for the Vice Chancellors will be effective from <b>1<sup>st</sup> July, 2017</b>.</p> <p>WBNUJS, which follows the UGC pay scale for the Vice Chancellor also provides Special Pay of Rs. 5,000/- per month as per 6<sup>th</sup> CPC.</p> <p>Now, as per the 7<sup>th</sup> CPC Rs. 5,000/- pm as Special Allowance was revised to Rs. 11,250/ pm.</p> <p>Hence, it is proposed to revise the Special Allowance to Vice Chancellor of the University as per 7<sup>th</sup> CPC revised special allowance as Rs.11,250/- pm with effect from 1<sup>st</sup> July, 2017.</p> <p>Submitted for approval of the same and also to pay arrears from 1<sup>st</sup> July, 2017 to the Former Vice Chancellors who all were in the said post and to the current Vice Chancellor.</p> <p>Submitted for approval and further directions.</p> <p><b><u>Resolution</u></b></p> <p>The Finance Committee perused the matter and approved the revision of the special allowance for Vice-Chancellor of the University with effect from 01.07.2017.</p> <p>Further to be noted that the Vice-Chancellor of the University, Prof. (Dr.) Nirmal Kanti Chakrabarti, appreciating the ethical conduct of the meeting, recused from the expression of opinion in the particular agenda in view of conflict of interest.</p>
13	<b>Approval for releasing the terminal benefits of Prof. (Dr.) P. Ishwara Bhat, the</b>	<p>The 89<sup>th</sup> Executive Council held on 9<sup>th</sup> July, 2023 has accepted the views of Mr. Soumya Majumder, Advocate, Calcutta High Court and approved to release all the due service benefits of Prof. Ishwara Bhat, Former Vice Chancellor of WBNUJS as per applicable service rules and regulations of WBNUJS.</p>


  
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	<p><b>former Vice - Chancellor, WBNUJS.</b></p>	<p>The Accounts department has computed his pending due benefits and the same is enclosed in <b>Annexure-13A</b>. The summary of the due payments is stated below;</p> <p>i) <b>Arrear Salary on account of revision of 7<sup>th</sup> CPC Rs.4,79,822/-</b>  ii) <b>Provident Fund balance along with appliable Interest thereon Rs.20,90,218/-</b></p> <p>Submitted for approval for releasing the above payments.</p> <p><b><u>Resolution</u></b></p> <p>The Finance Committee perused the matter.</p> <p>During the course of the meeting, the Vice-Chancellor of the University, Prof. (Dr.) Nirmal Kanti Chakrabarti, brought to the notice of the Finance Committee that certain amount of Grant-in-Aid funds received for the purpose of IPR Chair Centre of the University was refunded back to the sanctioning authority for non-utilisation of the funds as per the terms and conditions of the approval.</p> <p>The Finance Committee considering such new fact that came up during the conduct of the meeting, resolved that the matter to be placed before the Executive Council for further deliberations.</p>
14	<p><b>Renovation of Examination Section of the University</b></p>	<p>The Office of the Examination of the University maintains various hard copies of Answer script, Transcripts and Degree Certificates of the present and past students.</p> <p>The detailed estimate of Rs.13,01,057/- plus applicable taxes along with required furniture for the <b>Controller of Examinations</b> obtained from <b>M/s. Godrej &amp; Boyce Mfg. Co. Ltd</b> is placed in <b>Annexure-14A</b>.</p>

  
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		<p>The above stated modular office set up is a customised work as per the requirement of the user department, hence it is proposed to assign the work directly to M/s. Godrej &amp; Boyce Mfg. co. Ltd <b>as per WBNUJS Procurement of Goods and Services regulations. 2017 vide regulations 15 clause (e).</b></p> <p>Submitted for perusal and further directions.</p> <p><b><u>Resolution</u></b></p> <p>Resolved that the matter to be placed in the next meeting of the Finance Committee along with the requisition of the user and application of the relevant regulations of the University.</p>
15	<b>Renovations and Interior work of Vice Chancellor Chamber, Anti-Chamber etc.</b>	<p>The PWD has submitted an estimate of <b>Rs.29,13,670/-</b> towards the Renovation and Interior work of Vice Chancellor Chamber, Anti-Chamber etc. The detailed estimate and works to be undertaken are placed in the <b>Annexure- 15A.</b></p> <p>Submitted for perusal and further directions.</p> <p><b><u>Resolution</u></b></p> <p>The Finance Committee being of the opinion that the estimates submitted by PWD, GOWB is on the higher side, resolved that tender to be floated for obtaining estimates for the interior work through open bidding system.</p>
16	<b>To fix the course fees for various Certificate Courses/ Executive Programmes to be conducted by the University</b>	<p>The Academic Council has approved the following Certificate Courses to be conducted by the University in support/ collaboration with the Department of Law, Government of West Bengal.</p> <p>The proposed course fees for One Year Certificate/ Executive courses as stated below -</p> <ol style="list-style-type: none"> <li>1) <b>Cybercrime and Cyber Forensic</b></li> <li>2) <b>The protection of Children from Sexual Offences Act (POCSO), 20120</b></li> <li>3) <b>Narcotic - Drugs and Psychotropic Substances Act 1985</b></li> <li>4) <b>Prosecution and Investigation of Prosecutor of the State</b></li> </ol>


  
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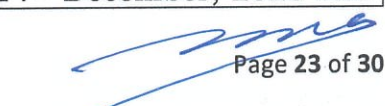
		<p><b>5) Certificate Course on Surveyor for Advocates in collaboration with West Bengal Land &amp; Land Reforms Department.</b></p> <p>The proposed course fees for <b>One Year Certificate/ Executive Courses</b> as stated above from 1 to 5 may be fixed <b>Rs.40,000/- plus GST as applicable</b>. The Course fees will be in two instalments @ Rs. 20,000/- plus GST as applicable.</p> <p>Further, 50% concession on the course fees shall be given to the Government sponsored participants.</p> <p>The Certificate Course on Surveyor for Advocates in collaboration with West Bengal Land &amp; Land Reforms Department is proposed @ <b>Rs.1,00,000/- lakh per participant</b> plus applicable GST and 50% concession on the course fees shall be given to the Government sponsored participants.</p> <p>In addition to the above Admission Fees @ <b>Rs.5,000/- plus GST</b> as applicable for each course will be imposed.</p> <p>Submitted for consideration and approval.</p> <p><b><u>Resolution</u></b></p> <p>Resolved that the matter to be placed in the next meeting of the Finance Committee along with justification of the course fees charged and a comparative analysis of the fees charged for similar courses by other Institutions.</p>
17	<b>Development of Various Class Rooms of the University</b>	<p><b>A. Developing of a Studio Class Room for Recording of Lectures for Online Classes in Room No. 303</b></p> <p>The University propose to set up a media centre at the Academic Block for conducting various virtual classes, Video graphic classes and Virtual conferences.</p> <p>The WEBEL, Govt. of West Bengal has submitted an estimate for construction of the Studio class Room with three options as stated below and detailed quotation is enclosed in <b>Annexure-17A</b>.</p> <p>It is proposed to have the Studio Class Room with <b>Option-1 (LG set up) of Rs.13,89,500/- plus GST</b> as per WEBEL quotation.</p>

  
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		<p>Submitted for in principle approval and options will be decided based on the technical feasibility.</p> <p><b>B. Developing of Room No.328 as Mediation and Arbitration Room.</b></p> <p>Developing of Room No.328 with Projector, Screen and Sound system to make it as a mini auditorium with an estimated value of <b>Rs.9,74,359/-</b> as per WEBEL, Govt. of West Bengal undertaking quotation.</p> <p>The detailed estimate is enclosed in <b>Annexure-17B.</b></p> <p>Submitted for approval</p> <p><b><u>Resolution</u></b></p> <p>The Finance Committee perused the matter and resolved that the requisition for development of the various rooms along with the guidelines of NAAC in this regard to be placed in the next meeting of the Finance Committee.</p>
18	<b>Approval for additional cost for Campus Networking</b>	<p>The matter arises from the resolution of Agenda No. 11 of the 123rd Meeting of the Finance Committee held on 26.02.2023. As per the directions of the Finance Committee, the University engaged the services of the System Administrator of Jadavpur University for reviewing the technical specification of the tender. As per the recommendation of the technical expert, separate tender was floated for individual components of the Network Services. However, the estimated cost of cable as stated by the <b>M/s. Convergent Wireless Communication Pvt. Ltd. the L1 vendor</b> for additional requirement is Rs.2,74,550/- plus 18% GST for cabling. Submitted for approval for the additional cost to the tune of <b>Rs.2,74,550/- plus 18% GST.</b> Copy of the additional requirement is enclosed in <b>Annexure-18A</b></p> <p><b><u>Resolution</u></b></p> <p>Resolved that the additional cost of Rs. <b>2,74,550/- plus 18% GST</b> is approved by the Finance Committee.</p>
19	<b>Approval for installing a</b>	<p>The Student Juridical Association (SJA) of the University vide letter dated 14<sup>th</sup> December, 2023 has</p>


  
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	<b>Snacks Kiosk of Nestle India in the University</b>	<p>requested for permission to install a Coffee Shop inside the campus as proposed by M/s. Nestle India Pvt Ltd.</p> <p>The Coffee shop will be catering services to the students 24x 7 snacks and they have stated some of the Law Universities do have such facilities for the students inside the campus.</p> <p>Accordingly, the SJA has proposed to install Coffee shop inside the campus on 24 x 7 basis. In order to allow such installation having commercial nature the following requires the approval of the Competent Authority.</p> <p>a. <b>Electricity Provision</b> – The Nestle India will make all the required electrical installation and requested to waive off the electricity cost to be levied on them till the adjustment of cost of electrical installation.</p> <p>b. <b>Rental</b> – The Nestle India requested for reduced monthly rental of Rs.1,000/- per month instead of market rate as per commercial requirements. The reduced rental will help the students on pricing of the food items.</p> <p>The relevant proposal and documents is placed at <b>Annexure- 19A.</b> Submitted for perusal and direction please.</p> <p><b><u>Resolution</u></b></p> <p>The Finance Committee being concerned about the supply of unethical items by the vendors under the garb of food items, resolved that a Notice Inviting Tender (NIT) to be prepared for supply of such food items quotations to be obtained through open bid system.</p> <p>Further resolved that the University should simultaneously consider the alternative option for making the canteen facilities available for 24 hours round the clock with limited supplies as may be considered necessary.</p>
20	<b>Proposal for Utilization of various</b>	<b>For Construction of Academic Building and Hostel Building of the University</b>

  
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### Earmarked Funds of the University.

The 13<sup>th</sup> Executive Council Meeting held on 26<sup>th</sup> July, 2003, has established the following earmarked funds for various designated works in the University. The details of the fund along with their utilization is stated below;

S. No.	Name of the Fund	Amount as at 31-3-2023	Approved Utilization
1.	Depreciation Fund	Rs. 45,48,01,073/-	For creation of new Asset and Replacement old assets. However, no withdrawal of fund is permitted within three accounting years of its transfer

### Proposal for Utilization of Funds based on the audited accounts as at 31-3-2023

An amount of Rs.40 crore is proposed to be utilized for creation of new assets out of Rs.45.48 crore. The details of Rs. 40 crores of the Depreciation fund proposed to be utilised as per the directions of Executive Council is stated below;

Depreciated on Fund as at 31-3-2023	Year of Transfer	Amount transferred to Depreciation Fund	Fund allowed for creation of new assets or replacement of assets
A	B	C	D (A-C)
Rs. 45,48,01,073/-	2020-21	Rs. 1,37,21,662/-	Rs. 40.35.83.976/-
	2021-22	Rs. 1,32,51,733/-	
	2022-23	Rs. 2,42,43,702/-	
		<b>Rs.5,12,17,097/-</b>	

Submitted for approval of Rs.40 crores as stated above for Creation of Assets i.e, Construction of New

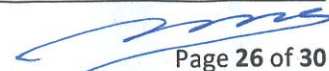
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		<p>Hostel for the Students and Vertical Extension of the Academic Building.</p> <p>The relevant documents is placed at <b>Annexure- 20A.</b></p> <p><b><u>Resolution</u></b></p> <p>Resolved that appropriate financial regulations to be drafted and placed before the next meeting of the Finance Committee.</p>
21	<b>To discuss the Reports of the Pay Fixation Committee appointed by the Vice Chancellor as per the directions of the Finance Committee.</b>	<p>As per the directions of the Finance Committee, the Hon'ble Vice Chancellor has appointed a committee to study the Pay fixation to various officials of the University in the past years.</p> <p>The duly constituted committee has verified the pay fixation along with various applicable rules and regulations of the University.</p> <p>The report of the committee will be placed on table by the Hon'ble Vice Chancellor for further directions of the finance committee.</p> <p><b><u>Resolution</u></b></p> <p>The Finance Committee perused the matter and resolved that the matter to be placed before the Executive Council.</p>
22	<b>Settlement of Retirement Benefits for those employees retired on superannuation</b>	<p>The matter arises from Agenda No 13 and 14 of the 123<sup>rd</sup> Meeting of the Finance Committee held on 26.02.2023 in respect of Mr. Abhijit Nandi (former DEO who superannuated on 31.08.2022) and Mr. Bires Bhattacharya (former attendant who superannuated on 31.01.2023). In respect of both the employees, the entire balance of CPF (both employee and employer share) and 50% of the amount leave encashment being already released.</p> <p>Now, the University has received application from the retired employees for release of the balance amount of leave encashment and gratuity.</p> <p>The relevant documents are placed at <b>Annexure- 22A.</b></p> <p>Submitted for perusal and further directions.</p>


  
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		<p><b><u>Resolution</u></b></p> <p>The Finance Committee perused the matter and resolved that the matter to be placed before the Executive Council.</p>
23	<p><b>Appeal made by Shri. Manabendra Ghosh, Ex-DEO for Terminal Benefits</b></p>	<p>The University received an application dated 29.01.2024 requesting for terminal benefits from <b>Mr. Manabendra Ghosh</b> who working in the University as a <b>contractual employee</b> and was released from his duty <b>w.e.f 31.12.2023</b> vide Office Order No 1578/Reg/23 dated 30.12.2023. In this connection, it may be noted that the University adopted a scheme for improvement of service conditions of contractual employees as per Memorandum No. 1033-F(P2) dated 08.02.2019 of Govt. of West Bengal, Finance Department as per resolution of Agenda No 10 of the 80<sup>th</sup> meeting of the Executive Council and Agenda No.05 of the 119<sup>th</sup> Meeting of the Finance Committee.</p> <p>Accordingly, the University has implemented the Government of West Bengal notification with effect from 1.4.2022. However, Mr. Manabendra Ghosh who has attained the age of 60 years on 2.1.2022 was not covered under the said scheme.</p> <p>As per the said notification any Casual/ Daily rated/ Contractual workers on attaining the age of 60 years, will be entitled to one-time terminal benefit of <b>Rs.3 lakhs</b>. The relevant documents are placed at <b>Annexure- 23A</b>.</p> <p>Since, Mr. Manabendra Ghosh was not covered under the said scheme he was not given the said one-time terminal benefit.</p> <p>Hence, submitted for perusal and further directions.</p> <p><b><u>Resolution</u></b></p> <p>The Finance Committee perused the matter and resolved that the matter to be placed before the Executive Council.</p>
24	<p><b>Representation for Pay protection by</b></p>	<p>The matter arises from the resolution of Agenda 09 of the 87<sup>th</sup> Meeting of the Executive Council held on 14.01.2023, where the council resolved that a</p>



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	<p><b>Mr. Prithwish Saha, Assistant Registrar (P&amp;D) and Dr. Premananda Mukherjee, Assistant Librarian</b></p>	<p>separate committee to be constituted by the Vice-Chancellor for fixation of pay of Mr. Prithwish Saha, Assistant Registrar (P&amp;D) and Dr. Premananda Mukherjee, Assistant Librarian on confirmation of their appointment.</p> <p>The University received request letter for fixation of pay from both the incumbents dated 20.12.2023. The relevant documents are placed at <b>Annexure-24A</b>.</p> <p>Submitted for perusal and further directions.</p> <p><b><u>Resolution</u></b></p> <p>The Finance Committee perused the matter and resolved that the matter to be placed before the Executive Council.</p>
25	<p><b>To formulate an incentive policy for employees working beyond duty hours.</b></p>	<p><b>A. Incentive Policy for Employees Working Beyond Duty Hours.</b></p> <p>In order to encourage and motive the non-teaching staff and officials who all are assigned with additional duties and extra duty after office hours an appropriate incentive policy needs to be formulated.</p> <p>In this regard, it is proposed to formulate an appropriate policy and direction.</p> <p><b>B. Campus Duty Allowance for Mr. Prabir Kumar Khotel, Electrician</b></p> <p>Mr. Prabir Kumar Khotel, Electrician, requires to stay in the Campus for various electrical and emergency electrical works in the campus. The requirement of electrician is also needed to look after the 2<sup>nd</sup> Campus of the University.</p> <p>Therefore, it is proposed to grant him a suitable Campus Duty Allowance.</p> <p>The relevant documents are placed at <b>Annexure- 25B</b>.</p> <p>Submitted for perusal and further directions.</p> <p><b><u>Resolution</u></b></p> <p>The Finance Committee perused the matter and resolved that a policy to be framed taking into</p>

  
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		consideration the practices followed by other institutions in similar circumstances and placed before the committee in the next meeting.
26	<b>Proposal for Allotment of Additional Fund for the Works of "Construction of Vertical Extension (4th and 5th Floor) of the University Academic Block"</b>	<p>The matter arises in continuation to Agenda No.02 of the 120th Meeting of the Finance Committee held on 17.06.2022 and Agenda No.04 of the 121st Meeting of the Finance Committee held on 03.08.2022 where the proposal for Vertical Extension of Academic Block of the University has been approved for a total amount of Rs.17,85,74,258/- (Rupees Seventeen Lakh Eighty Five Lakh Seventy Four Thousand Two Hundred Fifty Eight only) vide PWD, GoWB Memo No.891/CE(HQ)/PWD, Dated 28.04.2022. In this regard, it may be noted that an amount of Rs.3,00,00,000/- (Rupees Three Crore only) being already paid to PWD vide Union Bank of India Cheque No.066644, dated 16.08.2022.</p> <p>Further it may be noted that the University received an amount of Rs.5,17,20,000/- (Rupees Five Crore Seventeen Lakh Twenty Thousand only) on 27.03.2024 on account of final settlement in respect of UGC General Development Assistance (GDA) Scheme during XII Plan under General Component Code-35 (Assets) vide Sanctioned Letter F. No.71-1/2012 (SU-III), Dated 13.03.2024 through the TSA module of PFMS.</p> <p>In this regard, an estimate is received from the Public Works Department (PWD), Govt of West Bengal for an amount of Rs.1,00,00,000/- (Rupees One Crore only) for vide Memo No. 579-W/156, Dated 07.03.2024.</p> <p>Now the University intends to release the additional demand of Rs.1,00,00,000/- to undertake the work relating to "Construction of Vertical Extension (4th and 5th Floor) of the University Academic Block" out of the fund received from the UGC GDA Scheme Settlement.</p> <p>The relevant documents are placed at Annexure-26A.</p> <p>Submitted for perusal and further directions.</p> <p><b><u>Resolution</u></b></p>

  
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		<p>The Finance Committee resolved that the amount of Rs. 1,00,00,000/- (One Crore only) payable to PWD, GOWB to be expended from the University General Fund.</p> <p>Further resolved that in respect of the fund of Rs. 5,17,20,000/- (Rupees Seventeen Lakh Eighty Five Lakh Seventy Four Thousand Two Hundred Fifty Eight only) from UGC, proper clarifications to be sought from the concerned authority regarding utilization of the fund.</p>
27	Any other matter with the permission of the Chair	NIL

The Meeting ended with thanks to The Chair.



**Raja Chakraborty**

**Registrar**  
Registrar  
WBNUJS, Kolkata




**Prof. (Dr.) Nirmal Kanti Chakrabarti**

**Vice-Chancellor**  
Vice-Chancellor  
WBNUJS, Kolkata