



**INSTITUTE OF ADVANCED STUDY IN SCIENCE AND TECHNOLOGY  
(AN AUTONOMOUS INSTITUTE UNDER DST, GOVT. OF INDIA)  
PASCHIM BORAGAON, GARCHUK  
GUWAHATI- 781035**

**Minutes of the Fourteenth meeting of Finance Committee (FC) of Institute of Advanced Study in Science and Technology (IASST), Guwahati held on 17<sup>th</sup> November, 2021 at 11:00 a.m. in the Technology Bhawan, Department of Science and Technology, Govt. of India, New Delhi**

**Members present:**

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|---|------------------|
| 1. Prof. A.K. Mukherjee<br>Director, IASST  | Chairperson      |
| 2. Mr. Manoj Kumar<br>Director (Finance), DST, New Delhi<br>Representative of AS&FA         | Member           |
| 3. Dr. Rajkumar Joshi<br>Scientist-F, DST, New Delhi<br>Representative of Head, AI Division | Member           |
| 4. Prof. Neelotpal Sensarma<br>Head R&D, IASST, Guwahati                                    | Member           |
| 5. Mr. Ashit Biswas<br>FAO, NIPER, Guwahati   | Member           |
| 6. Dr. Diganta Goswami<br>FAO (i/c), IASST, Guwahati  | Member Secretary |

Dr. Anand Kamavisdar Scientist F, AI division, Shri. Rohit Kumar, Deputy Secretary, Finance (IFD) and Ms Rani, Young Professional, also attended the meeting as Special Invitees.

*(Signature)*

*(Signature)*

**AGENDA ITEM NO. 1: Welcome address and opening remarks by the Chairman, Finance Committee**

Prof. A. K. Mukherjee, Director, IASST and Chairman of the meeting welcomed the members and invitees to the 14<sup>th</sup> meeting of the newly constituted Finance Committee of IASST. In his brief speech Prof. Mukherjee appreciated the support received from the DST in smooth functioning and overall development of IASST.

**AGENDA ITEM NO. 2: Confirmation of the Minutes of the Thirteenth (13<sup>th</sup>) Meeting of the Finance Committee held on 29<sup>th</sup> December, 2020.**

The minutes of the thirteenth meeting of the Finance Committee was placed before the members for confirmation/comments if any. Dr. Anand Kamavisdar suggested minor modifications in the minutes of the agenda item no.6 of the 13th FC minutes. The committee noted his observation for compliance and, after discussion, confirmed the minutes.

**AGENDA ITEM NO. 3: Action Taken Report (ATR) on the decisions/deliberations as per minutes of the Thirteenth meeting of the Finance Committee**

Member Secretary apprised the house of the details of action taken on the recommendations of 13th FC minutes. The committee noted the action taken report. Regarding revision of the original budget estimate on Capital Expenditure from Rs.12.77 crores to Rs.31.80 crores, the committee suggested that a detailed proposal be sent by the IASST to DST with bifurcation in the following manner-

- (i) Amount and items as approved by DST.
- (ii) Excess expenditure with proper justification. Escalation, if any, to be shown separately.
- (iii) New items/substituted items as per schedule rate.
- (iv) New items with the market rate.

The committee also suggested that the proposal be vetted through the CPWD/APWD/Civil Engineering Department of IITG before submission to DST.

Regarding the construction of 33/0.422 KV substation and associated distribution cable network at IASST in which DST has accorded approval for this project/work at a tentative cost of Rs 4.31 crores vide email communication dtd.21.10.2020., member secretary informed that tenders were finalized only after getting on principle approval from DST, New Delhi. There was no escalation clause, and the selected bidder agreed to execute the work at the rate quoted in their tender. The committee suggested sending details of the final amount with work order and other related documents to DST for financial sanction.

Regarding the construction of 100 capacities Women Hostel, the committee suggested that all statutory clearance be taken if required before starting the construction as the location is near the Ramsar site. Moreover, proper justification must be provided for the necessity of a 100 capacity hostel; otherwise, capacity may be reduced at present with a provision for extension of one more floor in the future to accommodate more female students.

**AGENDA ITEM NO.4: Consideration of Audited Accounts and Auditor's Report thereon for the financial year 2020-21 for approval**

The Audited Accounts and Auditor's report of IASST for the financial year 2020-21 were placed before the committee for kind perusal and discussion. The committee suggested that a break up for the Capital and Corpus fund be shown from next year in the accounts. The committee also suggested that approval from DST be taken for spending of unutilized funds of the previous year. This may be done when submitting a proposal for the next installment. After a thorough discussion, the committee approved the audited accounts for the financial year 2020-2021.

**AGENDA ITEM NO. 5: Information regarding current financial status of the institute and revised budget estimate for the financial year 2021-22 for approval**

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The Finance committee of IASST recommended approval of a Budget Estimate of Rs 40.65 crores for the FY 2021-22, which the Governing Council duly approved in its meeting held on 25.01.2021. The member secretary mentioned that the tentative budget sanctioned by DST for the FY 2021-22 was Rs 33.39 crores; however, IASST has received an amount of Rs 20.70 crores to date.

The member secretary also mentioned that due to the lockdown on the COVID-19 Pandemic, the expenditure in the first half-year of 2021-22 was comparatively less because the developmental works slowed down. However, after opening the inter-district transport of Assam from 4th September 2021, the institute has geared up for spending the money in different heads by following the guidelines. Major procurements under the Capital Head, namely-procurement of NMR (Rs 4.00 crore) and some other instruments, are under process, and the amount is to be paid in Nov-Dec, 2021. IASST sought RE of Rs 37.41 Crores, including funds for the 33/0.433 KV substation work (Rs3.02 crores). DST informed that financial sanction for the 33 KVA substations would be accorded only after receipt of all related documents by DST. As informed to the committee, DST has finalized the RE and will be communicating shortly.

Regarding the procurement of NMR, the committee suggested sending the proposal to DST for global tendering as there is no Indian Manufacturer.

The committee also suggested as below:

- (i) Fellowship for the institutional fellow, and emoluments of the contractual employee to be booked under the head "General" instead of "Salary".
- (ii) A separate fund to be created for the Contributory Medical Scheme.

The committee also suggested that IASST prepare a scheme for SC/ST student Ph. D. fellowship and send it to the SEED division of DST for approval. The committee also suggested that a note be sent to DST for the record purpose on how COVID-19 affected IASST and its functioning.

#### **AGENDA ITEM NO 6: Submission of budget estimate for the year FY 2022-23 for approval**

A proposal of budget estimate amounting to Rs 50.73 Crores placed before the committee for consideration that includes Rs10.00 crores for the 100 capacity Women Hostel. The committee



thoroughly discussed this point and approved Rs 40.00 Crores as a budgetary estimate for the year 2022-23, the details of which are furnished below:

- (i) GIA Salary Rs 17.00 crores
- (ii) GIA General Rs 10.00 crores
- (iii) GIA Capital Rs 13.00 crores

Budget grant for the 100 Capacity Women Hostel will be considered only after receipt of DPR and all related documents by DST.

The committee suggested that a list of major and minor equipment be purchased in the financial year 2022-2023 with a tentative cost to be sent to DST for approval/necessary action.

**AGENDA ITEM NO 7: Any other Item(s) with the permission of the chair**

**1. Information on the amended “Recruitment and Promotion Rules” of IASST**

Member Secretary informed that as per the suggestion of the 13th GC meeting, the Director, IASST constituted a committee with two outside members for preparation/amendment of Recruitment Rules of IASST as per DOPT guidelines. The final draft guidelines will be placed in the Committee's next meeting, or they will be circulated to the members via email for perusal, observation, and suggestion (if any)/approval. The Committee noted the same.

**2. Information on lien of the FAO and process of appointment of a person in leave vacancy**

On his request, the committee was informed that after selection as Controller of Finance and Accounts of National Institute of Design(NID), Jorhat, Assam, the Finance and Accounts Officer of IASST, Mr. PradyutBorkataki was granted lien for two years to enable him to join in his new assignment. Registrar, IASST assumed the additional charge of FAO in the interim.

The advertisement was published to intake a new FAO for the lien period, and a candidate was selected, who later declined to join. Re-advertisement was made, and another candidate was selected but has yet to join. The committee suggested appointing one Financial Consultant (Govt. retired) for the remaining lien period if the selected candidate /waitlist candidate does

(Govt. retired) for the remaining lien period if the selected candidate /waitlist candidate does not join. The committee also suggested that if the probation period of Mr. P. Borkataki completes and service is confirmed in the new organization at Jorhat, his lien may be terminated before the completion of two years.


**3. Conducting of audit by the Indian Audit& Accounts Department, Office of the Director General of Audit, Environment& Scientific Departments, Kolkata Branch.**

Member Secretary informed the house that Audit of the accounts of IASST was conducted by the Director-General of Audit, Environment& Scientific Departments Kolkata branch for the year 2017-18, 2018-19, and 2019-20 and raised few paras. The Institute replied the Audit Paras. The committee noted the same.

**4. Granting of family pension as per CCS Pension Rules(1972) for deceased govt. servant of IASST on NPS**

Member Secretary informed that two employees of IASST who were on NPS expired during their service, and families are facing hardship due to a meager amount of pension. There is a provision in the rule to choose Old Pension Scheme for the family pensioners. The committee suggested that the case be sent to the Head of the AI division for consideration/direction.

There being no other items for discussion, the meeting ended with thanks from the Chair.

  
(Ashis Kr. Mukherjee)  
Chairman

Dated: 17/11/2024

  
(Diganta Goswami)  
Member Secretary