

Minutes of 19th Finance Committee Meeting of IASST, Guwahati

Date: 06.11.2025

Time: 9.30 A.M

Venue: IASST,
Guwahati, Assam-781035

Members present in the meeting:

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| 1. Prof. A.K. Mukherjee
Director, IASST, Guwahati | Chairman |
| 2. Shri Vijay Kumar, Deputy Secretary (IFD)
Representative of AS&FA,
Department of Science & Technology,
Government of India, New Delhi. | Member (Online mode) |
| 3. Dr. Dhrubajyoti Mandal, Scientist C,
Representative of Head AI Division,
Department of Science & Technology,
Government of India, New Delhi | Member (Online Mode) |
| 4. Dr. B.B Mishra, Finance Officer,
Tezpur University, Tezpur, Assam | Member |
| 5. Prof. Devasish Chowdhury,
IASST, Guwahati | Member, |
| 6. Pradyut Borkataki
F.A.O, IASST Guwahati | Member Secretary |



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Agenda Item No. 1: Welcome Address

Prof. A.K. Mukherjee, Director, IASST and Chairman of the Finance Committee, welcomed Shri Vijay Kumar, Deputy Secretary (IFD), Representative of AS&FA, Department of Science and Technology (DST), Govt. of India, Dr. Dhrubajyoti Mandal, Scientist C, representative of Head AI Division, Department of Science & Technology, (DST) Government of India, New Delhi for attending the meeting online. After his brief welcome address Chairman requested the Member Secretary to start the meeting proceedings.

Agenda Item No. 2: Confirmation of the Minutes of the Eighteenth Finance Committee Meeting of IASST held on March 28, 2025

Member-Secretary apprised the house that the approved minutes of the 18th Finance Committee meeting were placed in the 19th Governing Council Meeting for recommendation, and the salient points were noted in the minutes of the GC meeting. As no adverse comments were received on the minutes, the Committee confirmed them.

Agenda Item No.3: Action Taken Report on the deliberations/ recommendations of the Eighteenth Meeting of the Finance Committee held on March 28, 2025.

The Member-Secretary apprised the house about the actions taken to implement the recommendations of the 18th Finance Committee Meeting. The Finance Committee noted the action taken report and approved it.

Regarding (i) Raising the existing boundary wall and providing concertina coil fencing around IASST, and (ii) Construction of a floor bridge to link the old Administration and Academic Building with the newly constructed CIF Building, the committee suggested communicating with CPWD to expedite the execution of the works. In case CPWD fails to respond to such communication, it is suggested that IASST may write to the AI, Division, Department of Science and Technology (DST), New Delhi, stating the issues faced by IASST for further intervention of higher authorities in this regard.

Regarding procurement of High Resolution Mass Spectrometry (HRMS) by sharing 25% of the equipment cost for the DBT-sponsored QA & QC project, the committee recommended to complete the process of technical specification & evaluation by this financial year and to communicate with the DST requesting incorporation of additional budgetary provision for the equipment cost for this project in the next Financial Year. Committee suggested IASST to ensure that the respective sanction order of DBT should clarify the matter of DST share in this regard.

The Member Secretary informed that the Sree Chitra Tirunal Institute of Medical Sciences & Technology (SCTIMST), Thiruvananthapuram, has taken an initiative regarding the development of common ERP solutions for all the AIs. The SCTIMST will initially submit a project mode proposal to DST. If approved, it will be incorporated into all AI systems of the



DST. The committee member appreciated the initiative and suggested adopting that model after necessary approval.

The committee member recommended to follow the prevailing rules of the Government of India for granting facilities such as reimbursement of telephone/internet charges, reimbursement of newspaper/periodicals bills to admissible employees, and granting of Children Education Allowance to IASST employees as per Govt. of India norms.

Agenda Items No.4: Submission of Audited Accounts for the Financial Year 2024-25 for ratification.

The Member Secretary informed the house that the Audited Accounts for FY 2024-25 was circulated among the members of the Governing Council. The IFD, Ministry of Science & Technology raised few queries regarding the Audited Annual Accounts, which were duly addressed. Consequently, the annual accounts for the year 2024-25 were approved. Hence, the audited utilisation certificate has been placed before the members. The detailed discussions were done. The committee did not find any adverse representation in the books of accounts of IASST drawn in Financial Year 2024-25 and hence recommended the same.

Agenda Items No.5: Adoption of financial statements as per the prescribed format titled "Form of Financial Statements for the Central Autonomous Bodies (Non Profit Organizations and similar Institutions)".

The committee recommended the prescribed format titled "Form of Financial Statements for the Central Autonomous Bodies (Non Profit Organizations and similar Institutions)" for implementation for preparation of Final Accounts of the Institute.

Agenda Items No.6: Present financial status of the Institute, submission of the "Budget Estimate" for the financial year 2026-27 and request for granting of permission to introduce a new head of account.

The Member Secretary apprised the members about the Institute's current financial status and the committee suggested to expedite payment process under the Capital Cost Head.

The committee recommended a Budget Estimate of ₹74.99 (Rupees Seventy-Four Crore Ninety-Nine lakh only), which includes ₹22 Crores for three new construction proposals for the Financial Year 2026-27, subject to the availability of funds. The committee suggested submitting a separate proposal to the DST for obtaining administrative approval and financial sanction from DST for the mentioned construction proposal.

Regarding the introduction of a new head of account, "Network Upgradation", the committee suggested booking expenditures related to network upgradation under existing heads instead of creating a new head.



Agenda Items No.7: New proposal for infrastructure development at IASST campus:

(i) Construction of Incubation Centre Building (G+2) with cost estimation of ₹10 crore

The committee discussed about the Construction of the Incubation Centre Building (G+2) and approved the proposal for further processing. However, it is suggested that this proposal may be routed through the Building and Works Committee (BWC) for viability assessment, cost estimation, etc., before submitting it to the DST, Government of India, for obtaining administrative approval and financial sanction.

(ii) Rainwater Harvesting, Water Conservation & Drainage System at Institute Campus with a cost estimation of ₹10 crores.

The member secretary discussed the current geographical situation of the Institute, where waterlogging is becoming an increasingly prevalent issue. The committee members concur with the scenario outlined by the member secretary and have recommended the proposal for further processing. Finance Committee suggested to obtain an estimate from CPWD as some portion of the work was newly added.

(iii) Installation of 50KWP Solar Power Panel with cost estimation of ₹2 crore

The committee appreciated and recommend the same as per advisory of the Department of Science and Technology regarding installation of rooftop Solar Plant for conservation of energy.

(iv) Proposal for establishment of the BSL-2 Facility at IASST

The committee recommended obtaining approval from the Institute's Scientific Advisory Committee (SAC) prior to submitting the proposal to the Finance Committee.

Furthermore, the committee also recommended inviting external experts with a biological background, who have experience in establishing such laboratories, to participate in the SAC/Research Advisory Committee(RAC) meeting of the institute to discuss this proposal.



Agenda Item No.8: Present status of the Construction of the “Women’s Hostel Building and Pump House including IEI, Fans & Fitting and E&M Services for IASST

The committee noted the progress of the Construction and suggested to take approval from Department of Science and Technology (DST) for “Time Overrun without cost escalation”-as if the project is not completed within the scheduled date of completion & if there is no cost escalation. Finance Committee also suggested to communicate with CPWD to expedite the process of handing over the building immediately to the Institute.

Agenda Items No.9: Discussion regarding outstanding Audit Paras.

The key audit issues were addressed during the meeting. The member secretary conveyed that the primary audit concerns pertain to the establishment of capital assets, including the construction of buildings, for which the Institute has already reached out to DST to request necessary approval. Once IASST obtains necessary approval from DST, the majority of the significant paragraphs will be eliminated. The committee recommended that the institute exert maximum effort to resolve the audit paras at the earliest opportunity.

As there was no other matter to discuss, the committee ended with thanks from the chair.



(A. K. Mukherjee)
Chairman



(P. Borkataki)
Member Secretary

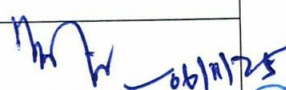
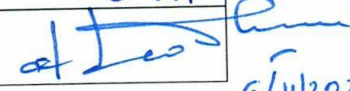
NINETEENTH MEETING OF THE FINANCE COMMITTEE OF IASST, GUWAHATI

Date: 06.11.2025

Time: 9.30 AM

Venue: Conference Hall, IASST, Guwahati

Signature Sheet of Members Present in the Meeting

Sl. No.	Members Present	Portfolios	Signature
1.	Shri Vijay Kumar, Deputy Secretary (IFD) Representative of Additional Secretary & Financial Adviser, Department of Science & Technology, Government of India, New Delhi.	Member	
2.	Dr. Dhrubajyoti Mandal, Scientist C, Representative of Head AI Division, Department of Science & Technology, Government of India, New Delhi.	Member	Online
3.	Dr. B.B Mishra, Finance Officer, Tezpur University, Tezpur, Assam	Member	
4.	Prof. Devasish Chowdhury, IASST, Guwahati	Member	

6/11/2023


(A. K. Mukherjee)
Chairman


(P. Borkataki)
Member Secretary