विज्ञान एवं प्रौद्योगिकी उच्च अध्ययन संस्थान
(भारत सरकार के विज्ञान एवं प्रौद्योगिकी विभाग के अधीन एक स्वशासी संस्थान)
विज्ञान पथ, पश्चिम बड़ागाँव, गड़चुक, गुवाहाटी -781035, असम : भारत
INSTITUTE OF ADVANCED STUDY IN SCIENCE AND TECHNOLOGY
AN AUTONOMOUS R & D INSTITUTE OF DEPARTMENT OF SCIENCE & TECHNOLOGY, GOVT. OF INDIA
VIGYAN PATH, PASCHIM BORAGAON, GARCHUK, GUWAHATI-781035, ASSAM, INDIA.

Minutes of 20th Finance Committee Meeting, IASST, Guwahati

Date: 13.05.2026 (13.05-2026)

Time: 11.00 A.M.

Venue: IASST,
Guwahati, Assam-781035

Members present:

1. Dr. P. K. Dhakephalkar — Chairman
   Director (Addl. Charge), IASST, Guwahati

2. Shri Vijay Kumar, Deputy Secretary (IFD) — Member
   Representative of AS&FA,
   Department of Science & Technology,
   Government of India, New Delhi.

3. Shri Ashish Dutt, Under Secretary (IFD) — Member
   Department of Science & Technology,
   Government of India, New Delhi.

4. Dr. Dhrubajyoti Mandal, Scientist C, — Member
   Representative of Head AI Division,
   Department of Science & Technology,
   Government of India, New Delhi

5. Shri Prakash Hazarika, Financial Advisor, — Member
   AIIMS, Guwahati, Asasm

6. Prof. Devasish Chowdhury, — Member
   IASST, Guwahati

7. Pradyut Borkataki — Member Secretary
   F.A.O, IASST Guwahati

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Agenda Item No. 1: Welcome Address

Dr. P. K. Dhakephalkar, Director (Addl. Charge), IASST and Chairman of the Finance Committee, welcomed Shri Vijay Kumar, Deputy Secretary (IFD), Representative of AS&FA, Department of Science & Technology (DST), Government of India; Shri Ashish Dutt, Under Secretary (IFD), DST; and Dr. Dhrubajyoti Mandal, Scientist-C, representative of Head, AI Division, DST, Government of India, New Delhi, for making it convenient to attend the meeting physically.

The Chairman informed the Committee that IASST is the only DST institute located at the gateway to the Northeast region and, despite limited manpower, has been carrying out significant activities in the field of Research and Development (R&D) through publication of research outcomes in reputed journals, development of technologies, and promotion of scientific temperament among the people of the region.

After his brief welcome address, the Chairman requested the Member Secretary to initiate the proceedings of the meeting.

Agenda Item No. 2: Confirmation of the Minutes of the Nineteenth Finance Committee Meeting held on 06.11.2025

The Member Secretary apprised the House that the approved minutes of the 19th Finance Committee Meeting had been placed before the 20th Governing Council Meeting for recommendation and the salient points were noted in the minutes of the Governing Council Meeting. Since no adverse comments were received on the minutes, the Committee confirmed the same.

Agenda Item No. 3: Action Taken Report on the Deliberations/Recommendations of the Nineteenth Finance Committee Meeting held on 06.11.2025

The Member Secretary apprised the Committee regarding the action taken on the recommendations of the 19th Finance Committee Meeting. The Finance Committee noted and recommended the Action Taken Report with the following suggestions/recommendations :

Regarding presentation of previous years' data, the Committee suggested that from the next Finance Committee Meeting onwards, the data should be presented in tabular form comprising Budget Estimates (BE), Revised Budget Estimates (RBE), Grants-in-Aid (GIA) received, and actual expenditure incurred by the Institute.

Regarding the Incubation Centre (G+2), the Committee appreciated the Institute's efforts toward optimum utilization of existing facilities. The Committee further suggested exploring the possibility of merging existing rooms, wherever feasible, to meet space requirements more effectively.

The Committee also suggested identifying other incubation centres within and outside the State for benchmarking and adoption of best practices. Further, IASST was advised to undertake proactive initiatives for public outreach through advertisements and awareness campaigns to enhance visibility and establish itself as a leading incubation centre in the Northeast region.

Regarding the Rainwater Harvesting and Drainage System, the Member Secretary apprised the House that the permanent campus of IASST had been developed on low-lying land through earth filling. At the time of construction, most surrounding areas were vacant and low-lying, facilitating natural drainage and storage of rainwater. However, over the years, substantial development in surrounding areas, including the connecting road to the Institute, has raised the surrounding ground level, leaving the IASST campus comparatively lower and resulting in waterlogging within the campus.

Accordingly, as recommended by the 19th Finance Committee, a preliminary estimate amounting to **₹6.03 crore** (Rupees Six crore Three lakh) had been prepared by CPWD for the proposed Rainwater Harvesting and Drainage System. The Committee acknowledged the necessity of the project in view of the prevailing situation and suggested submission of a proposal to DST seeking administrative approval and financial sanction.

The Member Secretary further informed the Committee that the Institute is emphasizing optimum utilization of the existing solar power capacity. After final assessment of available capacity, any additional requirement, if necessary, would be proposed in due course.

Regarding issues related to the battery bank of the off-grid solar panels, the Committee suggested shifting to an on-grid solar system.

Agenda Item No. 4: Present Financial Status of the Institute

The Member Secretary apprised the members regarding the present financial status of the Institute and highlighted concerns relating to discharge of committed liabilities pertaining to FY 2025–26.

The Committee recommended that committed liabilities of the previous financial year be met from the current year's budget. Further, in case of any shortfall arising therefrom, the same may be communicated to DST for additional fund requirements.

Agenda Item No. 5: Present Status of the Construction of the "Women's Hostel Building and Pump House including IEI, Fans & Fittings and E&M Services for IASST at Pachim Boragaon, Garchuk, Guwahati"

The Committee noted completion of the construction work of the "Women's Hostel Building and Pump House including IEI, Fans & Fittings and E&M Services for IASST at Pachim Boragaon, Garchuk, Guwahati" and also verified the construction site physically.

As the project could not be completed within the stipulated timeframe, the Committee suggested seeking approval from DST for extension of time without any additional financial implication (time overrun without cost overrun).

Agenda Item No. 6: Establishment of a Separate Procurement Section for Handling Institute Procurement, including GeM Procurement

The Member Secretary informed the House that the Institute does not have a dedicated Procurement Section. Considering the Government of India's initiative to procure all items for Government establishments through the GeM Portal, the Committee acknowledged the

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necessity of establishing a separate section for handling Institute procurement, including GeM procurement.

Further, the Committee recommended that personnel engaged in the Procurement Section/Cell should function under the supervision of a regular employee of the Institute, or alternatively, that a consultant may be hired to work in coordination with regular staff.

The Institute may initiate the process of establishing the Procurement Section/Cell, and the outcome of the same may be placed before the next Finance Committee Meeting for ratification.

Agenda Item No. 7: Discussion Regarding Outstanding Audit Paras

The major audit paras were discussed individually. The suggestions of the Committee are as follows:

1. Excess Expenditure Beyond Sanctioned Budget (2 Paras)

The Committee suggested that a letter be sent to the Head, AI Division, DST, with reference to previous correspondence, seeking administrative approval for the cost overrun under the Capital Cost head.

2. Excess Pay & Allowances – Former Director (1 Para)

The Committee suggested updating the reply to the CAG audit para by referring to the relevant Department of Expenditure (DoE) circular pertaining to non-recovery of excess payment from a pensioner after completion of five years from the date of retirement.

The Committee further suggested taking precautionary measures at the time of joining of new employees by obtaining an undertaking confirming non-withdrawal of pensionary benefits, wherever applicable in cases of appointment through deputation/direct recruitment.

3. Engagement of Contractual Staff Without Sanctioned Posts (1 Para)

The Committee suggested discontinuing the services of contractual employees and engaging manpower through outsourced manpower agencies.

4. Avoidable Demand Charges (Electricity) (1 Para)

The Committee suggested that, based on reassessment of the present load requirement, the sanctioned load capacity may be reduced accordingly to avoid excess demand charges.

The Committee also suggested taking up the matter with Assam Power Distribution Company Limited for supply of electricity at concessional rates considering that IASST is an educational institution.

5. Irregular Regularization (PS to Director → Superintendent) (1 Para)

The Committee suggested taking corrective measures in a holistic manner to address the issue of irregular regularization.

6. Implementation of 7th CPC (1 Para)

The Committee suggested submitting a proposal to DST for waiver of the requirement of generating 30% of the total salary expenditure and for placing IASST under the category of institutes exempted from the requirement of generating 30% of salary expenditure, considering the nature of its activities.

Agenda Item No. 8: Any Other Matter with the Permission of the Chair

As there was no other matter for discussion, the meeting ended with a vote of thanks to the Chair.

(P. K. Dhakephalkar)
Chairman

(P. Borkataki)
Member Secretary