

4.1.6

Approved Minutes of Finance Committee



141

**Minutes of the Meeting of 27th Meeting of the Finance Committee of I.K.GUJRAL
PTU, Jalandhar**

27th meeting of the Finance Committee, IKG PTU, Jalandhar was held on 4-9-2015 at 10:00 AM in the office of Secretary, Technical Education and Industrial Training, Government of Punjab, Room No. 514, 5th Floor, Punjab Civil Secretariat-II, Chandigarh.

Following were present in the Meeting:

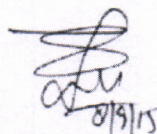
Sh. R. K. Verma, IAS, Vice- Chancellor, IKG Punjab Technical University Cum Secretary to Govt. of Punjab, Department of TE & IT, Punjab	Chairman
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Sh. Jasbir Singh, Additional Director, Department of Finance, Govt. of Punjab (On behalf of Pr. Secy. Finance)	Member
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Sh. H. D. Sekhri Deputy Director, Directorate of Technical Education & IT (On behalf of Pr. Secy. TE&IT)	Member
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Dr. M. P. Poonia, Director, NITTTR, Chandigarh	Member
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Dr. S.K.Mishra, Finance Officer, IKG Punjab Technical University, Jalandhar	Convener
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8/9/15

Page 1 of 5



140

Sh. Sachit Jain, Joint Managing Director, Vardhman Textile could not attend the meeting and was granted leave of absence.

The Chairman welcomed the members to the first meeting of the newly constituted Financial Committee of PTU.

Agenda No.27.1 To confirm the minutes of 26th meeting of the Finance Committee held on 12th Feb. 2014

The committee confirmed the minutes of the 26th meeting of the Finance Committee.

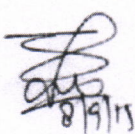
Agenda No 27.2 Action taken report on 26th meeting of the Finance Committee

The Committee reviewed action taken report on minutes of the 26th meeting. The Committee advised that PDA scheme of UGC may be studied and Travel Grant Scheme be revised accordingly.




Agenda No 27.3 Audited Balance Sheet and Audit Report for the year 2013-2014

The Committee deliberated on the Audited Balance Sheet presented to the Committee for the year 2013-14. The Committee suggested that Audited Balance Sheet should be sent to the Government for publishing in Gazette as per requirement of IKG PTU Act and also desired that University may approach the local fund Audit and AG Punjab for conducting of University Audit.

The Committee recommends the Audited Balance Sheet along with notes to accounts of the University for the year 2013-14 to the BOG for its approval. Audited Balance Sheet along with the


8/9/15

Page 2 of 5

notes to accounts for the year 2013-14 is enclosed at Annexure-A.

Agenda No 27.4 Revised Budget Estimates for the year 2014-15 and Budget Estimates for the year 2015-16

Revised Budget for the financial year 2014-15 and Budget Estimate for the year 2015-16 was presented to the Committee along with the key highlights of the Budget.

After due deliberation, Committee approved the Revised Budget for the year 2014-15 and Budget Estimate for the year 2015-16 for Rs. 319.00 Crores and Rs. 276.00 Crores respectively. Copy of the Revised Budget and Budget Estimate is enclosed at Annexure-B.

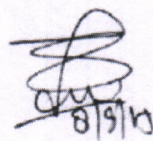
It was decided that in future, detailed write up should be included in the budget proposal regarding various items in the budget and justification thereof.

Agenda No 27.5 Approval of revision of fees and charges

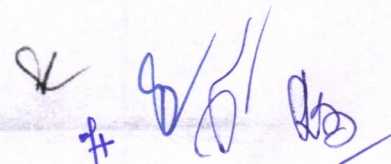
The Committee considered the agenda and verified the revision of fee structure for Ph. D., program and payment to expert for viva and college inspection.

Agenda No 27.6 Status of service tax liability cases

The Committee noted the status report of the service tax matter and advised to defend the case strongly with tribunal and Commissioner Central Excise & Service Tax. The Committee



Page 3 of 5



advised that a senior advocate / expert should also be consulted to defend case properly in addition to present advocate.

Agenda No 27.7 Approval of advance payment of fellowship to JRF in case of delay in release of Grant from UGC/AICTE

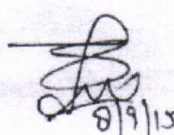
The Committee deliberated on the matter and ratified the decision taken by the Vice Chancellor for payment of advance against the fellowship grant. It was appraised to the Committee that UGC is in process to transfer the fellowship grant directly to the research scholar. Further, such a system of advance does not exist in other Universities and norms of UGC, the Committee therefore decided that no further advance to be given to any Research Fellow after 30.09.2015 and all advances should be recovered from them on receipt of grant.

Agenda No 27.8 Approval of Delegation of Financial Powers

The Committee discussed the proposal of revision of delegation of Financial Power to the Officers of the University and after due deliberations, Committee suggested that a detailed proposal regarding delegation of power under various heads of budget be prepared. It was also decided to update purchase policy and Standard Operating Procedure. This should be done expeditiously.

Agenda No 27.9 Approval of Transfer of Funds of Rs.75 Cr. to MRSTU Bathinda

The Committee ratified the decision to transfer Rs.75 Cr. to MRSTU, Bathinda in compliance of Government order and recommended the same to the BOG for approval.



138

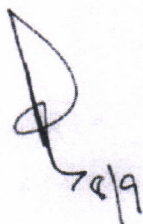
Agenda No 27.10 Approval of Adjustment of advance of Rs. 2,23,000/- of Late Sh. Jaspal Singh Joint Registrar

The Committee discussed the matter and after due deliberations, keeping in view of untimely demise of Mr. Jaspal Singh, approved the proposal.

Committee advised that advances of more than a year should be recovered immediately from the salary of the employees and no further advance should be issued until previous advances have been adjusted.

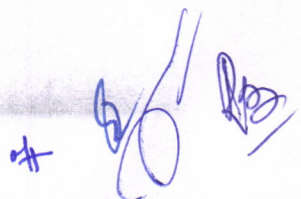

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Finance Officer

Vice Chancellor
IKGPTU


7/8/19

Page 5 of 5

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Minutes of 28th meeting of the Finance Committee of IKG-PTU Jalandhar

28th meeting of the Finance Committee, IKG-PTU Jalandhar was held on 28-6-2016 at 3:00 PM in the office of Member Secretary, Punjab Skill Development Mission, SCO 149-152, Sector 17, Chandigarh.

Following were present in the meeting:

Sh. R. K. Verma, IAS, Chairman
Vice- Chancellor,
IKG Punjab Technical University
Cum Secretary to Govt. of Punjab,
Department of TE& IT, Punjab

Sh. Davinderpal Sharma, Member
Assistant Controller (F&A),
Department of Finance, Govt. of Punjab
(On behalf of Pr. Secretary Finance)

Sh. Dharam Pal Gupta, IAS Member
Director,
Directorate of Technical Education & IT
(On behalf of Pr. Secretary TE&IT)

Dr. M. P. Poonia, Member
Director,
NITTTR, Chandigarh

Dr. S.K.Mishra, Convener
Finance Officer,
IKG Punjab Technical University,
Jalandhar

Sh. Sachit Jain, Joint Managing Director, Vardhman Textile could not attend the meeting and was granted leave of absence.

The Chairman welcomed the members and thanked all for providing their valuable support to IKG-PTU. Thereafter the regular agenda was taken up.

135

Agenda No. 28.01 To confirm the minutes of 27th meeting of Finance Committee held on 4-9-2015

The committee confirmed the minutes of the 27th Finance Committee.

Agenda No. 28.02 Action taken report on 27th meeting of Finance Committee

The Committee reviewed the action taken report on the minutes of 27th meeting of Finance Committee and approved the same.

Agenda No. 28.03 Approval of Revised Budget Estimates for the Financial Year 2015-16 and Budget Estimates for Financial Year 2016-17

Revised Budget for the financial year 2015-16 and Budget Estimate for the year 2016-17 was presented before the Finance Committee.

After due deliberation, the Committee approved the Revised Budget for the year 2015-16 and Budget Estimate for the year 2016-17.

Agenda No. 28.04 Approval of Audited Balance Sheet and Income & Expenditure for the Financial Year 2014-15

The Committee deliberated on the Audited Balance Sheet and Income & Expenditure for the year 2014-15 along with notes of accounts and approved the same.

Agenda No. 28.05 Manual of Policies and Procedures (SOP) for Finance, Accounts and Purchase

The Chairman informed that considerable effort has gone into preparation of manual and requested the members of the Committee to give the feedback and comments. The matter regarding Delegation of Powers to various officers was also considered and it was felt that due to non-operational of Central Store, the purchase of common items such as stationery, consumables, computer repair etc is being done by each Officer at his level. It was decided that the Central Store shall be operationalized to ensure standard, quality and accountability.

Page 2 of 4

2

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The Chairman suggested that apart from the views of the members of the Finance Committee, he would also like to discuss and review the procedure again with the officers of the University.

The members were requested to give their feedback within a week.

Agenda No.28.06 Approval of Cashless Health Insurance Scheme

The Committee approved the proposal for Cashless Health Insurance Scheme as per the notification of Government of Punjab, Department of Health and Family Welfare. Further action regarding seeking any approval of Government be taken by the University.

Agenda No. 28.07 Revision of Evaluation and Re-evaluation rates

The rates were considered by the Committee and it was felt that there should be gradual increase in the fees and commensurate improvement in the quality of delivery of service of the stakeholders as well. The proposal may kindly be reviewed by the Department of Examination and then submit to the Committee.

Agenda No. 28.08 To consider the representation of Dr. Harmeem Soch Associate Professor for GPF & Old Pension Scheme

The matter was considered and the Committee felt that Dr. Harmeem Soch, Associate Professor is entitled to GPF and Pension Scheme as per the relevant notifications of the Government in this regard. Finance Officer, however, could not give any satisfactory reply regarding adoption of Civil Services Rules in the University. It was also noted as per Agenda Item No. 28.09 that in case of Dr. A.P.Singh, Dean RIC, the University has already passed the orders regarding GPF and deduction is already allowed to Dr. A.P.Singh. It was, therefore, decided that Finance Officer may bring complete clarity about the case in the next

meeting so that appropriate recommendations is made to the Board of Governors.

Agenda No. 28.09 To consider request of Dr. A.P.Singh, Dean RIC for continuation of old Pension Scheme

As per item No. 28.08

Agenda No.28.10 To consider request of Staff and Officers of IKGPTU for implementation of old Pension Scheme

The matter regarding formulation of Pension Scheme for all the officers and staff of the University needs to be done after examining the relevant notifications of Government and preparing comprehensive plan for introduction of such schemes.

Agenda No. 28.11 To consider Professional Development Allowance Scheme for the Faculty of IKGPTU and its Constituent Colleges

The Committee was informed that the existing Travel Grant Scheme of IKGPTU is more attractive than Professional Development Allowance Scheme of UGC and as such it may bring two different policies in the University. The matter, therefore, needs to be reconciled and put up again.

Agenda No. 28.12 Regarding Honorarium for interview/Counseling of Ph.D programme

The Committee approved the proposal for the payment of Honorarium to staff engaged in the interview/counseling of Ph.D.

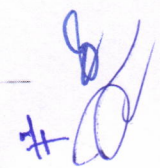
Agenda No. 28.13 Status of Service tax liability Cases

The Committee discussed the matter in detail and noted the same. The committee also suggested to take necessary action as per the requirement of the cases.

Meeting ended with a vote of thanks to the chair.



Page 4 of 4


132

Minutes of 29th meeting of the Finance Committee of IKG-PTU Jalandhar

29th meeting of the Finance Committee, IKG-PTU Jalandhar was held on 31-3-2017 at 4:00 PM under the Chairmanship of Vice Chancellor in the office of Punjab Skill Development Mission, SCO 149-152, Sector 17, Chandigarh.

Following were present in the meeting:

Sh. R. K. Verma, IAS, Chairman
Vice-Chancellor,
IKG Punjab Technical University
Cum Secretary to Govt. of Punjab,
Department of TE & IT, Punjab

Sh. Arvind Goel, Member
Assistant Controller, Local Audit
Department of Finance, Govt. of Punjab
(On behalf of Pr. Secretary Finance)

Sh. Narinder Pal Singh, Member
Deputy Director,
Directorate of Technical Education & IT
(On behalf of Pr. Secretary TE&IT)

Dr. Rakesh Kumar Wats, Member
Professor & Head, NITTTR
(On behalf of Dr. M.P. Poonia)

Dr. S.K. Mishra, Convener
Finance Officer,
IKG Punjab Technical University,
Jalandhar

Sh. Sachit Jain, Joint Managing Director, Vardhman Textile could not attend the meeting and was granted leave of absence.

The Chairman welcomed the members and thanked all for providing their valuable support to IKG-PTU. Thereafter the regular agenda was taken up.

Page 1 of 3

131

Agenda No. 29.01 To confirm the minutes of 28th meeting of Finance Committee held on 28-6-2016

The committee confirmed the minutes of the 28th Finance Committee.

Agenda No. 29.02 Action taken report on 28th meeting of Finance Committee

The Committee reviewed the action taken report on the minutes of 28th meeting of Finance Committee and approved the same.

Agenda No. 29.03 To approve Revised Budget Estimates for the Financial Year 2016-17 and Budget Estimates for Financial Year 2017-18

Revised Budget for the financial year 2016-17 and Budget Estimate for the year 2017-18 was presented before the Finance Committee.

After due deliberation, the Committee approved the Revised Budget for the year 2016-17 and Budget Estimate for the year 2017-18.

Agenda No. 29.04 To approve Audited Balance Sheet and Income & Expenditure for the Financial Year 2015-16

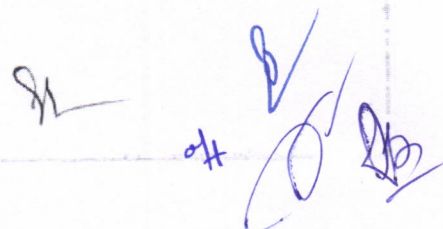
The Committee deliberated on the Audited Balance Sheet and Income & Expenditure for the year 2015-16 along with notes of accounts and approved the same.

Agenda No. 29.05 To approve Manual of Policies and Procedures (SOP) for Finance and Accounts

The Committee discussed the matter and after due deliberations, the Committee approved the same.



Page 2 of 3




Agenda No.29.06 To deposit of provisional service tax liability and status of service tax cases

The Committee discussed the matter in detail and suggested to find out the standard practices in such cases and second opinion should also be taken from another advocate.



Agenda No. 29.07 Income Tax Liabilities cases

The Committee discussed the matter in detail and noted the same. The committee suggested to take necessary action as per the requirement of the cases.

Meeting ended with a vote of thanks to the chair.


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Minutes of 30th meeting of the Finance Committee of IKG-PTU Jalandhar

30th meeting of the Finance Committee, IKG-PTU Jalandhar was held on 16-2-2018 at 11:30 AM under the Chairmanship of Vice Chancellor in the office of Additional Chief Secretary Technical Education and Industrial Training, Room No. 12, 8th Floor, Punjab Civil Sectt.-1, Chandigarh.

Following were present in the meeting:

Sh. M.P.Singh, IAS,
Vice- Chancellor,
IKG Punjab Technical University
Cum Addl. Chief Secretary to Govt. of Punjab,
Department of TE& IT, Punjab

Chairman

Sh. Harjit Singh,
Joint Director
Department of Finance, Govt. of Punjab
(On behalf of Pr. Secretary Finance)

Member

Sh. H.D.Sekhri,
Deputy Director,
Directorate of Technical Education & IT
(On behalf of Pr. Secretary TE&IT)

Member

Ms. Surinder Kaur Wariach, IRS
Director, Budget cum Income Tax Advisor
Department of Finance

Special Invitee

Dr. S.K.Mishra,
Finance Officer,
IKG Punjab Technical University,
Jalandhar

Convenor

Dr. M.P.Poonia, Vice Chairman, AICTE and Sh. Sachit Jain, Joint Managing Director, Vardhman Textile could not attended the meeting and was granted leave of absence.

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16/2/18

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127

The case regarding deposit of GPF of those employees of GZSCET who had joined IKGPTU on decision of the Government be forwarded to the Director Technical Education for further consideration and decision.

Agenda No. 30.06 To consider and approve Revision in Honorarium for Experts

The Committee discussed the matter and after due deliberations, the Committee approved the same.

Agenda No.30.07 To consider and approve revision of Travelling Allowance (TA) norm / rules for Experts

The Committee discussed the matter and after due deliberations, the Committee approved the same.

Agenda No. 30.08 To consider and approve Delegation of Financial Powers

The Committee discussed the matter and after due deliberations, it was decided that since the matter is part of the regulation, the same may not be taken up separately. It was emphasized by the Chairman that the draft regulations should be got notified from the Government at the earliest.

Agenda No. 30.09 To consider and approve the current status and utilisation of Corpus Fund Account

The Committee discussed the matter and after due deliberations, the Committee approved the same.

Agenda No. 30.10 To consider the Status of service tax cases and to approve the deposit of service tax as per advice of the Advocate.

The Committee discussed the matter and after deliberations, it was decided that as per advice of the advocate, Rs. 12 crore (approx.) along with the applicable interest till the date of deposit, be deposited, in order to freeze the interest liability.

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16/2/18

Page 3 of 4

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The Chairman welcomed the members and thanked all for providing their valuable support to IKG-PTU. Thereafter the regular agenda was taken up.

Agenda No. 30.01 To confirm the minutes of 29th meeting of Finance Committee held on 31-3-2017

The committee confirmed the minutes of the 29th Finance Committee.

Agenda No. 30.02 Action taken report on the decisions taken in 29th meeting of Finance Committee

The Committee reviewed the action taken report on the minutes of 29th meeting of Finance Committee and approved the same.

Agenda No. 30.03 To approve Audited Balance Sheet for the F.Y. 2016-17

Audited Balance Sheet for the F.Y. 2016-17 was presented before the Finance Committee. After due deliberation, the Committee approved the Audited Balance Sheet for the F.Y. 2016-17 and advised that Income and Expenditure of the University should be forwarded to the Government as per the provision of the Act.

Agenda No. 30.04 To approve Revised Budget Estimates for the Financial Year 2017-18 and Budget Estimates for Financial Year 2018-19

Revised Budget for the financial year 2017-18 and Budget Estimate for the year 2018-19 was presented before the Finance Committee.

After due deliberation, the Committee approved the Revised Budget for the year 2017-18 and Budget Estimate for the year 2018-19.

Agenda No. 30.05 To consider GPF cum Pension Scheme for the Employees of the University.

The Committee discussed the matter and after due deliberations, it was decided that case of implementation of the GPF cum Pension Scheme be forwarded to Department of Finance, Punjab for consideration and decision.

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12/2/18

[Signatures]


126

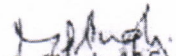
Agenda No.30.11 To consider the updated Status of Income Tax Cases and deposit of amount for stay in demand arising thereof

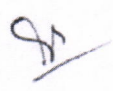
The Committee discussed the matter and after deliberations, it was decided that the Committee of the following should deliberate the issue in detail and put up their recommendations on file:-

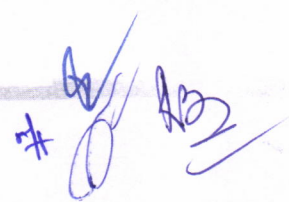
- i) Ms. Surinder Kaur Waraich, IRS,
Director, Budget cum Income Tax Advisor
Department of Finance
- ii) Dr. S. K. Mishra,
Finance Officer
IKGPTU
- iii) Sh. M. R. Sharma,
Advocate,
Income Tax Council of IKGPTU

Meeting ended with vote of thanks to the chair.


16/2/18
(Dr. S. K. Mishra)
Finance Officer


(M. P. Singh, IAS), 16/2/18
Vice-Chancellor cum Chairman,
Finance Committee, IKGPTU





125

Minutes of 31st meeting of the Finance Committee of I.K.Gujral Punjab Technical University, Jalandhar

31st meeting of the Finance Committee, IKG-PTU Jalandhar was held on 17-10-2018 at 3:00 PM under the Chairmanship of Vice Chancellor at I.K.Gujral Punjab Technical University, Jalandhar-Kapurthala Highway, Kapurthala.

Following were present in the meeting:

Dr. Ajay Kumar Sharma, Vice- Chancellor, IKG Punjab Technical University	Chairman
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Sh. Karan Singh Panwar, Deputy Controller, Audit, Examiner Local Fund Accounts, Department of Finance, Govt. of Punjab (On behalf of Secretary Finance)	Member
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Sh. Mohinder Pal Singh, Principal, Govt. Polytechnic, Ludhiana (On behalf of Secretary TE&IT)	Member
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Sh. Raman Kumar Sharma, Sr. VP & Director Honda Cars Ltd., Greater Noida, UP	Member
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Dr. S.S.Walia, Registrar, IKG Punjab Technical University, Jalandhar	Convener
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Sh. Dr. S.S.Patnaik, Director, NITTTR, Chandigarh, could not attend the meeting and was granted leave of absence.

The Chairman welcomed the members and thanked all for providing their valuable support to IKG-PTU. Thereafter the regular agenda was taken up.

124

Agenda No. 31.01 To confirm the minutes of 30th meeting of Finance Committee held on 16.02.2018

The committee confirmed the minutes of the 30th Finance Committee.

Agenda No. 31.02 Action taken report on 30th meeting of Finance Committee

The Committee reviewed the action taken report on the minutes of 30th meeting of Finance Committee and approved the same. Sh. Raman Kumar Sharma, Sr. VP & Director Honda Cars Ltd has advised that the University should explore options in other pension schemes also.

Agenda No. 31.03 Proposal for establishment of "Centre for Invention, Innovation, Incubation and Training (CIIT)" by Tata Technologies Ltd. (TTL)

The Committee deliberated on the proposal for establishment of 'Centre for Invention, Innovation, Incubation and Training (CIIT)' by Tata Technologies Ltd. (TTL). Mr. Raman Kumar Sharma, Sr. VP, Honda Motors appreciated the project.

After due deliberation, the Committee approved the proposal.


Agenda No. 31.04 To consider and approve revision of Travelling Allowance (TA) norms and Honorarium for experts / non-official experts, officers/faculty


The Committee deliberated on matter and approved the same with following modification :-

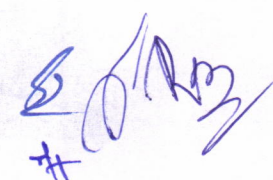
- i) include self declaration for person(s) not claiming the toll charges and amount paid through fasttag toll charges;
- ii) the honorarium for guest lecture will be fixed as:

Sr. No.	Item	Amount	Remarks
1.	Honorarium for Guest lecture	Rs. 1000/- per hour upto	With Ph.D Qualification

Page 2 of 5







123

		maximum of Rs. 60000/- per month	
2.	Honorarium for Guest lecture	Rs. 750/- per hour upto maximum of Rs. 50000/- per month	With M.Tech Qualification and equivalent

- iii) The category of experts / officials for Travelling Allowance/Daily Allowance should be I, II, III, IV in place of 1, 2,3,4. In addition to the proposal, Vice Chancellor is authorized to sanction TA / DA and lodging on actual basis for experts / all categories as per functional requirement.

Agenda No. 31.05 To revise the remuneration for Examination related works

The Committee discussed the matter and after due deliberations, the Committee approved with the following additions:-

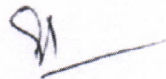
- i) The revised fees for filling the examination form will be applicable for the regular / reappear student from Session 2019-20 onwards.
- ii) The revised document related fees will be applicable to all the students w.e.f. the date of notification.


Agenda No.31.06 To consider and approve Delegation of Financial Powers

The Committee discussed the matter in detail. After deliberations, the Committee approved the same. The Vice Chancellor is further authorized to delegate power as per the functional requirements.



Page 3 of 5





Agenda No. 31.07 To consider status of Income Tax matters and action taken thereof

The Committee discussed the matter in detail and noted the same. The committee suggested taking necessary action as per the requirement of the cases.

Agenda No.31.08 To consider the Status of service tax cases and action taken thereof

The Committee discussed the matter in detail and noted the same. The committee advised to take necessary action as per the requirement of the cases.

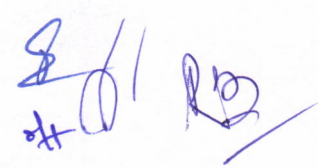
Agenda No. 31.09 Regarding Service Tax-GST Ludhiana

The Committee discussed the matter in detail and noted the same. The committee advised to take necessary action as per the requirement of the cases.

Additional Items on the table

T.Agenda No. 1 Approval for acquisition of 42 acres of land at Shri Chamkaur Saab to establish Guru Gobind Singh Institute of Skills as constituent campus of IKGPTU

The Committee discussed the matter in detail, the proposal of acquisition of 42 acre of land @ Rs. 47,05,702/- per acre for Rs. 19,76,39,484/- (approx). The representative of Secretary Finance has strongly recommended from the audit point of view that the ownership and registration of the land should be in the name of I.K.Gujral Punjab Technical University, Kapurthala. The matter was previously deliberated in the 67th meeting of the BOG so the Committee recommends that the matter may again be put up before the BOG for further deliberations.




T. Agenda No. 2 Appointment of Statutory Auditor for the Financial Year 2017-18 and 2018-19

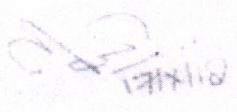
The Committee deliberated on the issue and after deliberations, recommended the appointment of M/s Anand Tarun & Co., Chartered Accountants as Statutory Auditors for an amount of Rs. 1,24,000/- per annum + GST and further recommends the appointment of auditor for FY 2017-18 and 18-19 which may be further extended to 2019-20, for approval from BOG .

The Committee authorized the Vice Chancellor to appoint the auditors as per requirement in future and the same may be reported to the Board.

The meeting ended with vote of thanks to the Chair.


(Dr.S.S.Wadia),
Registrar

Dr. Ajay Kumar Sharma,
Vice Chancellor,
Chairman Finance Committee IKGPTU





120

Minutes of 32nd meeting of Finance Committee of IKGPTU held on 28.3.2019 in the Office of Vice-Chancellor, IKGPTU at 10:30 AM.

The following attended the meeting:

- | | |
|---|----------|
| 1. Prof. (Dr.) Ajay Kumar Sharma
Vice-Chancellor
IKGPTU Jalandhar | Chairman |
| 2. Sh. Karan Singh, Dy. Controller (Local Audit)
Nominee-Secretary to Govt. of Punjab, Dept. of Finance
Punjab Civil Secretariat, Chandigarh | Member |
| 3. Sh. Raman Kumar Sharma,
Sr. VP & Director, Honda Cars Ltd., Noida | Member |
| 4. Dr. S.S. Walia
Registrar, IKGPTU Jalandhar | Member |

The following could not attend the meeting and was granted leave of absence:

- Secretary to Govt. of Punjab, Dept. of Technical Education & Indl. Training, Pb. Chandigarh.
- Dr. S.S. Patnaik, Director, National Institute of Tech. Teachers Training & Research, Chandigarh

The Chairman welcomed all the members of Finance Committee. After this regular agenda was taken up.

Vice Chancellor apprised the committee about the comments of representative of Secretary to Govt. of Punjab, Dept. of Technical Education & Indl. Training, Punjab through email and all members unanimously decided to take up only urgent and important agenda items, keeping in view the end of financial year. The deferred agendas will be taken up in next Finance committee meeting which will be intimated/communicated in advance.

Item No. 32.01 To confirm the minutes of 31st meeting of Finance Committee

The Committee confirmed the minutes of 31st meeting of Finance Committee held on 17.10.2018.

Item No. 32.02 Action Taken Report on 31st meeting of Finance Committee

The Committee noted the Action Taken Report on 31st meeting of Finance Committee Meeting held on 17.10.2018. There were some observations of the Committee:

1

Item no.	Description	Observation of Committee
31.03	Proposal for establishment of "Centre for Invention, Innovation, Incubation and Training (CIIT)" by Tata Technologies Ltd. (TTL)	The Committee based on MoU with TTL recommended to Board of Governors that clarification should be sought that how contribution of TTL (88%) be treated. It was suggested by the members that TTL is giving discount to fulfil their commitments of MoU. The matter has to be approved by BOG. However, the issues regarding commercial licence and educational licence needs to be resolved in relation to educational activities and must comply with GFR/PFR.
Table Agenda: 01	Approval for acquisition of 42 acres of land at Shri Chamkaur Saab to establish Guru Gobind Singh Institute of Skills as constituent campus of IKGPTU	The Committee took note that land was registered in the name of I.K. Gujral Punjab Technical University on 27.02.2019 for Rs. 14,81,76000/- Stamp Duty Rs. 88,91,000/- and Registration Fees Rs. 16,88,000/-. Land has been purchased. The further details of outcome in this regard will be apprised in the next Finance Committee meeting.

Item No. 32.03 To approve Audited Balance Sheet for the F.Y. 2017-18

The Committee approved the Audited Balance Sheet for the F.Y. 2017-18. It was emphasized that certain explanatory notes may be appended from analytical point of view in the Balance sheet.

Item No. 32.04 To approve the Revised Budget Estimates for the Financial Year 2018-19 and Budget Estimates for FY. 2019-20

The Committee approved the Revised Budget Estimates for the Financial Year 2018-19 and Budget Estimates for FY. 2019-20. It was suggested by the Committee that actual expenditure incurred and income generated during the FY., 2017-18 in the tabular form (Expenditure Head wise) should be brought in the next meeting of Finance Committee for the information.

Table Agenda:**Item No. 32.12.1 Hiring of Accounting Professional/CA in light of Audit Report.**

The Committee deliberated on the matter. The Committee recommended to hire two (02) Accounting Professionals/CA for structuring of accounting mechanism of Department of Finance of Accounts on the monthly salary of Rs. 40000-45000/- P.M. The Committee also recommended to hire a CA firm for the matters as pointed in Auditor Report as a project.

Item No.32.12.2 Procedure for Purchase in accordance with delegated Financial Powers in the University.

The Committee approved the Purchase Procedure.

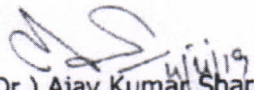
The meeting ended with the vote of thanks to the Chair.




(Dr. S.S. Wallia)

Registrar

Approved


Prof. (Dr.) Ajay Kumar Sharma,
Vice Chancellor,
Chairman Finance Committee, IKGPTU



Item No. 32.05 **To consider and approve Delegation of Financial Powers to Cultural, NSS & Sports Co-ordinators and Incharges of Constituent Campus.**

The Committee approved the matter in view of enhancing administrative efficiency of Co-ordinators and Incharges of Constituent Campuses.

Item No. 32.06 **To consider and approve the rates for Youth Festivals/Cultural events for Main Campus & Constituent Campuses**

The Item was deferred to be taken in next FC Meeting.

Item No. 32.07 **To consider the proposal submitted by LIC regarding Leave Encashment and Group Gratuity of University Employees**

The Item was deferred to be taken in next FC Meeting.

Item No. 32.08 **To revise the remuneration for Examination Related work**

The Item was deferred to be taken in next FC Meeting.

Item No. 32.09 **Revision of Honorarium for Experts/Non-Official Experts, Officers/Faculty in suppression of notification no. IKGPTU/REG/N/3794-3797 dated 27.11.2018.**

The Committee noted the modifications proposed and approved the same.

Item No. 32.10 **Revision of Travelling Allowance (TA)/Daily Allowance (DA) for experts/Non-Official Experts, Officers/Faculty in suppression of notification no. IKGPTU/REG/N/3786-3789 dated 27.11.2018.**

The Committee noted and approved the same with following additions:-

1. The rates of TA will also be applicable on examination related matters.
2. The DA will be applicable to all officials on production of actual bills.

Item No. 32.11 **Settlement of dues of MRSPTU Bathinda**

The Item was deferred to be taken in next FC Meeting

Item No. 32.12 **To consider status of Income Tax and Service Tax matters and action taken thereof.**

The Committee noted the matter.

Minutes of 33rd meeting of Finance Committee of IKGPTU held on 26.4.2019 at IKGPTU, Mohali Campus-I at 03:00 PM.

The following attended the meeting:

- | | |
|---|----------|
| 1. Prof. (Dr.) Ajay Kumar Sharma
Vice-Chancellor
IKGPTU Jalandhar | Chairman |
| 2. Sh. Parveen Kumar Thind, Spl Secretary-cum-Director
Nominee-Principal Secretary to Govt. of Punjab, Dept. of Technical Education and Industrial Training, Punjab Civil Secretariat, Chandigarh | Member |
| 3. Sh. Davinder Pal Sharma, Assitt. Controller (Local Audit)
Nominee-Secretary to Govt. of Punjab, Dept. of Finance Punjab Civil Secretariat, Chandigarh | Member |
| 4. Sh. Raman Kumar Sharma,
Sr. VP & Director, Honda Cars Ltd., Noida | Member |
| 5. Dr. S.S. Walia
Registrar, IKGPTU Jalandhar | Convenor |

Dr. S.S. Patnaik, Director, National Institute of Tech. Teachers Training & Research, Chandigarh could not attend the meeting and was granted leave of absence.

The Chairman welcomed all the members of Finance Committee. After this regular agenda was taken up.

Item No. 33.01 To confirm the minutes of 32nd meeting of Finance Committee

The Committee confirmed the minutes of 32nd meeting of Finance Committee held on 28.03.2018.

Item No. 33.02 Action Taken Report on 32nd meeting of Finance Committee

The Committee noted the Action Taken Report on 32nd meeting of Finance Committee Meeting held on 28.03.2018.

Regarding item no.32.03, Finance Committee suggested that committee constituted for the said purpose should give its final recommendations before 23rd May 2019. If required the committee may take services of legal experts in this regard.

Item No. 33.03 **Detail of actual expenditure incurred and income generated during financial year 2017-18.**

The Committee noted the matter.

Item No. 33.04 **To consider and approve the rates for Youth Festivals/Cultural Events for Main Campus & Constituent Campus.**

The Committee discussed the matter and desired that justification for rates proposed and a comparison of the rates as applicable in other Universities be provided.

Item No. 33.05 **To consider the proposal submitted by LIC regarding Leave Encashment and Group Gratuity of University employees.**

The Committee suggested that the matter shall be taken up after election due to Model code of conduct.

Item No. 33.06 **To consider the evaluation rates for On Screen Marking (OSM) and to revise the remuneration for Examination related works.**

The committee approved all the rates as proposed in the agenda except the rate of 33.06 (b) sr.no.6 for which committee suggested that previous rate of Rs.200/- may be retained.

Item No. 33.07 **Settlement of dues of MRSPTU Bathinda.**

The committee suggested that an internal committee to be constituted to provide details about the balances to be adjusted. Thereafter the Vice-Chancellor IKGPTU, Kapurthala shall discuss the matter with Vice-Chancellor MRSPTU, Bathinda and final report to be presented to the broad.

Item No. 33.08 **Status of ongoing cases with Mindlogicx InfoTech Pvt. Ltd.**

The Committee noted the matter.

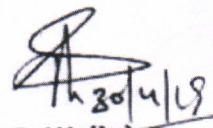
Item No. 33.09 **Status of Income Tax Cases.**

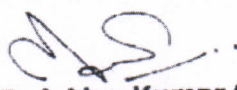
The Committee noted the matter.

Item No. 33.10 Status of Service Tax Cases.

The Committee noted the matter.

The meeting ended with the vote of thanks to the Chair.


(Dr. S.S. Walia)
Registrar


Prof. (Dr.) Ajay Kumar Sharma,
Vice Chancellor,
Chairman Finance Committee, IKGPTU




H

Minutes of 34th meeting of Finance Committee of IKGPTU held on 29.10.2019 in the Office of Vice-Chancellor, IKGPTU at 10:30 AM.

The following attended the meeting:

- | | |
|--|----------|
| 1. Prof. (Dr.) Ajay Kumar Sharma
Vice-Chancellor
IKGPTU Jalandhar | Chairman |
| 2. Sh. Karan Singh, DCLA
Nominee-Secretary to Govt. of Punjab, Dept. of Finance
Punjab Civil Secretariat, Chandigarh | Member |
| 3. Sh. Parveen Thind, Director, TE&IT
(through Video Conferencing)
Nominee of Principal Secretary to Govt. of Punjab
DTE&IT, Chandigarh | Member |
| 4. Dr. S.S. Pattnaik
Director, NITTR, Chandigarh | Member |
| 5. Sh. Raman Kumar Sharma,
Sr. Advisor, Automotive Skills Development Council
(ASDC) | Member |
| 6. Dr. S.S. Walia
Registrar, IKGPTU Jalandhar | Convener |

The Chairman welcomed all the members of Finance Committee. After this regular agenda was taken up.

Item No. 34.01 To confirm the minutes of 33rd meeting of Finance Committee held on 26.04.2019

The Committee confirmed the minutes of 33rd meeting of Finance Committee held on 26.04.2019

Item No. 34.02 Action Taken Report on 33rd meeting of Finance Committee

The Committee noted the Action Taken Report on 33rd meeting of Finance Committee Meeting held on 26.04.2019. Committee observations regarding Item No. 33.07 i.e "Settlement of dues of MRSPTU Bathinda".

The Committee recommended that the all the pending issues with MRSPTU Bathinda should be settled by 31.12.2019.

Item No. 34.03 To approve Audited Balance Sheet for the F.Y. 2018-19

The Committee approved the Audited Balance Sheet for the F.Y. 2018-19 and noted the replies to the following points as per observations in the Audit report under the "Other Matters" heading:

Point No.

2. In this regard University is going to purchase software. So that exact interest earned, tax deduction & maturity value being received could be identified.
4. No action required.
6. After taking approval from competent authority, the relevant entries shall be made in the next financial year 2019-20.
7. Action shall be initiated after taking approval from the competent authority.
8. Action shall be initiated after taking approval from the competent authority.
9. It is also under process and the exact detail shall be submitted in next financial year.
10. Taken as agenda item no. 34.10.2 in the 34th Finance committee.
11. Action shall be initiated after taking approval from the competent authority.
13. Case being taken up by M/s Vaish Associates with ITAT Chandigarh.
14. The action shall be taken up in the next financial year.
15. Action shall be initiated after taking approval from the competent authority.
17. No action required.

The Committee recommended the following on observations to the Audit Report:

Point No.

1. The issue of refunding the security deposit in respect of M/s Sun Engineering Company amounting Rs. 3,41,690/- was discussed. It was recommended by the Committee that the University should communicate to the Company, if the company exists, the University should refund the money to the said Company.
3. On Demand of Rs. 2,68,95,09,468/- pertaining to A.Y. 2009-10, 2010-11 & 2011-12 by the Income Tax Department, the Committee recommended that matter be discussed with Income Tax Advisor from the Dept. of Finance, Govt. of Punjab at the earliest.
5. On the issue of Grant, received by the University from Government agencies, provided to students, the Committee recommended that after obtaining the Utilization Certificate from the concerned, the balance amount should be refunded to funding agency at the earliest.
12. The Committee recommended that all the Outstanding Advances should be settled down by 31.12.2019. Utilization Certificate should be submitted by all the concerned to Dept. of F&A of the University.
16. On the issue of amount recoverable from the colleges on account of Examination fees, admission fees, SRF etc., the Committee recommended to constitute a Committee comprising of following:
 - (a) Finance Officer, IKGPTU
 - (b) Dean Academics, IKGPTU
 - (c) Controller of Exams, IKGPTU
 - (d) Finance Nominee of NITTTR, Chandigarh
 - (e) Nominee of Dept. of TE&IT, Govt. of Punjab
 - (f) Deputy Registrar, College Development, IKGPTU
 - (g) Deputy Controller F&A – convener

*Quorum of three members is required.

Item No. 34.04 To pass resolution regarding utilization of surplus funds in the coming years.

The committee unanimously passed the resolution regarding utilization of surplus funds upto 31.03.2024 and also authorised the Registrar of the university to sign Form 10 of IT Dept. and share with the IT Dept. However, this may also be shared with the Income Tax Advisor during discussions.

Item No. 34.05 To consider the proposal submitted by LIC regarding Leave Encashment and Group Gratuity of University Employees

The Committee recommended that case may be forwarded to Dept. of Technical Education & Industrial Training, Punjab for examination and suggestions.

Item No. 34.06 Status of Income Tax cases

The Committee recommended that case be discussed with Income Tax Advisor, Dept. of Finance, Govt. of Punjab for guidance.

Item No. 34.07 Status of Service Tax cases

The Committee recommended that case be discussed with Shri Ravneet Singh Khurana, IRS, Dept. of Finance, Govt. of Punjab for guidance and advice.

Item No. 34.08 Exemption of Affiliation Fee to GNDEC Ludhiana

The Committee deliberated on the issue of Exemption of Affiliation fees to GNDEC Ludhiana in the light of Govt. of Punjab Notification for exemption of Affiliation fee to Govt./Govt. Aided Institutions. The Committee was of the view that Affiliation fee is the processing fee for the services rendered to the Institutes and hence it must be charged. Director TE&IT, Govt. of Punjab suggested the case may be sent to Dept. of TE&IT for further clarification and advice.

Supplementary Agenda

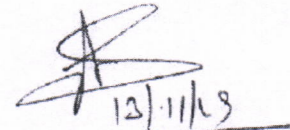
Item No. 34.09.1 To allocate funds for organizing of function to honouring 550 prominent personalities during forthcoming 550th Parkash Purbh ceremony function of Shri Guru Nanak Dev Ji on 10.11.2019 in IKGPTU Kapurthala and waive off the standard Purchase Procedure.

The Committee deliberated on the matter. The Committee approved creation of budgetary provisions and execution as per notification No. IKGPTU/REG/NF/2184 dated 31.05.2019.

Item No.34.09.02 To consider the recommendations of Committee to adopt GPF Pension Scheme, CPF and NPS for Employees of IKGPTU

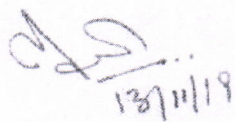
The Committee recommended that applicable Pension Scheme be adopted considering the repeated requests of employees. As desired by PSTE, the case may be forwarded to department of TE&IT, Govt. of Punjab for examination and advice.

The meeting ended with the vote of thanks to the Chair.


13/11/19

Dr. Sukhbir Singh Walia
Registrar-cum-convenor
FC, IKGPTU

Prof. (Dr.) Ajay Kumar Sharma
Vice Chancellor-cum-Chairman
FC, IKGPTU


13/11/19




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108

Minutes of 35th meeting of Finance Committee (Special) of IKGPTU held on 24.12.2019 in the Office of Vice-Chancellor, IKGPTU Mohali Campus-I, C-102/B Industrial Area, Phase-7, Mohali.

The following attended the meeting:

- | | |
|--|-----------------|
| 1. Vice-Chancellor,
I.K. Gujral Punjab Technical University, Jalandhar | Chairman |
| 2. Director (Nominee of PSTE)
Department of Tech. Edu. & Ind. Training,
Chandigarh. | Member |
| 3. Deputy Director (Nominee of Secretary Finance)
Department of Finance,
Govt. of Punjab, Chandigarh. | Member |
| 4. Shri Raman Kumar Sharma
Sr. Advisor, Automotive Skills Development Council (ASDC)
Through Video Conference | Member |
| 5. Dr. S. S. Walia
Registrar, I.K. Gujral Punjab Technical University, Jalandhar | Convenor |
| 6. Dr. A. P. Singh
Dean-cum – Chairman, Income tax and Service Tax Committee
I.K. Gujral Punjab Technical University, Jalandhar | Special Invitee |

The Chairman welcomed all the members of Finance Committee. Leave of absence was granted to Director NITTTR Chandigarh. After this regular agenda was taken up.

Item No. 35.01 To adopt Sabka Vishwas (Legacy Dispute Resolution) Scheme 2019.

Service tax cases of the university vis- a-vis Sabka Vishwas (Legacy Dispute Resolution) Scheme 2019 were discussed in detail along with expert opinion of Sh A.K. Randeva, CA (Internal Auditor) as well as legal opinion of Sh. Ashok Batra, Advocate and that of Dr Prabhat Kumar, Advocate (Legal Counsel of the university) (Copies enclosed). All members were of the view that as Sh. Ravneet Khurana, IRS could not attend the meeting so he may be requested again to come along with the opinion on above cited matter

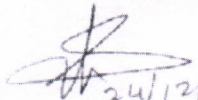
107
in the next meeting. University will write a letter to DTE for inviting Sh. Ravneet Khurana, IRS for the meeting.

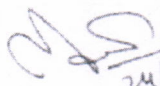
Next meeting of the Finance Committee shall be held on 26.12.2019 at 2.00PM in the office of Vice Chancellor of IKG PTU Mohali Campus-1.

Meeting ended with vote of thanks to the Chairman.

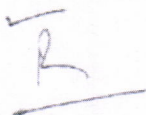
Submitted for approval please.

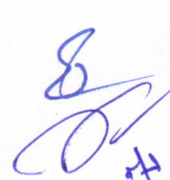
(Prof. (Dr.) Ajay Kumar Sharma
Vice Chancellor-cum-Chairman


24/12/19
(Dr. S.S. Walia)
Registrar-cum- Convener


24/12/19






H

Minutes of 36th meeting of Finance Committee (Special) of IKGPTU held on 26.12.2019 in the Office of Vice-Chancellor, IKGPTU Mohali Campus-I, C-102/B Industrial Area, Phase-7, Mohali.

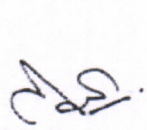

The following attended the meeting:

- | | |
|---|-----------------|
| 1. Prof. (Dr.) Ajay Kumar Sharma,
Vice Chancellor, IKGPTU | Chairman |
| 2. Sh. Vimal Kumar Setia,
Director, Tech. Edu. & Ind. Training (Pb.)
Nominee of Principal Secretary, Tech.Edu. & Ind. Training (Pb.) | Member |
| 3. Sh. Arvind Goel,
Deputy Director (Local Audit)
Nominee of Secretary, Department of Finance (Pb.) | Member |
| 4. Dr. S.S. Patnaik
Director, NITTTTR Chandigarh | Member |
| 5. Dr. S. S. Walia
Registrar, I.K. Gujral Punjab Technical University, Jalandhar | Convener |
| 6. Dr. A. P. Singh
Dean-cum- Chairman, Income tax and Service Tax Committee
I.K. Gujral Punjab Technical University, Jalandhar | Special Invitee |

The Chairman welcomed all the members of Finance Committee. Sh. Raman Kumar Sharma, Sr.Advisor, Automotive Skills Development Council (ASDC) was granted leave of absence. Sh. Ravneet Khurana, IRS (Special Invitee) could not attend the meeting. After this regular agenda was taken up

Item No. 36.01 To adopt Sabka Vishwas (Legacy Dispute Resolution) Scheme 2019.

Service tax cases of the University vis- a-vis Sabka Vishwas (Legacy Dispute Resolution) Scheme 2019 were discussed in detail along with expert opinion of Dr. Prabhat Kumar, Advocate (Legal Counsel

Page 1 of 2





of the University) (Copy enclosed). The legal counsel has specifically mentioned in his opinion the following point:

"...It is abundantly clear from the aforesaid that it was never the intent of legislature to subject the service of education to tax..."


The legal counsel has concluded as under:

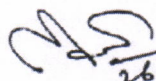
"Thus it is clear that the intent of legislature is to keep education out of the purview of taxable services. But department is trying to include otherwise non taxable services in the taxable net through backdoor against the intent of legislature."

After deliberation the members unanimously decided to pursue the cases.

Meeting ended with vote of thanks to the Chairman.


26/12/19
(Dr. S.S. Wallia)
Registrar-cum- Convener


Prof. (Dr.) Ajay Kumar Sharma
Vice Chancellor-cum-Chairman


26/12/19





Page 2 of 2