



राष्ट्रीय आयुर्वेद संस्थान

मानद विश्वविद्यालय (डी-नोवो)
(आयुष मंत्रालय, भारत सरकार)

NATIONAL INSTITUTE OF AYURVEDA

Deemed to be University (De-novo)
(Ministry of AYUSH, Govt. of India)



No. F 10-61/2025-NIA/CC /163-71E

Dated : 10-06-2025

The Chairman & Members of
Finance Committee of
National Institute of Ayurveda
Deemed to be University

Subject : Minutes of the 14th Meeting of Finance Committee held on 3rd June, 2025-reg.

Respected Sir/Madam

Kindly find attached herewith the Minutes of the 14th Meeting of Finance Committee of NIA Deemed to be University held on 3rd June, 2025 at 2 P.M. in NIA Campus, Jaipur, duly approved by Chairman, Finance Committee, for your kind information and perusal. Comments, if any, may kindly be sent to the Institute at the earliest possible.

Thanking you.

Yours faithfully

(J. P. SHARMA)

JOINT DIRECTOR (ADMN.)

Copy to,

- 1- Smt. Vijaylaxmi Bharadwaj, Director Ministry of Ayush
- 2- Shri Abdul Sadiq Khan, Under Secretary, Ayurveda Section, Ministry of Ayush
- 3- Research Officer, Ayurveda Section, Ministry of Ayush
- 4- Joint Director (Admn.)
- 5- Deputy Director (Admn.) & Finance Office (I/C)
- 6- Administrative Officer
- 7- Store Officer
- 8- Accounts Office
- 9- PA to Vice-Chancellor, NIA

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**NATIONAL INSTITUTE OF AYURVEDA
DEEMED TO BE UNIVERSITY**

**Minutes of the 14th Meeting of Finance Committee held on 03-06-2025 at 2:00 PM at
NIA Jaipur (Hybrid mode)**

Present

1. Prof. Sanjeev Sharma, Vice-Chancellor	Chairman
3. Shri Satyajit Paul, Deputy Director-General, Ministry of Ayush	Member
4. Prof. P. Hemantha Kumar, Pro-Vice Chancellor I/C	Member
5. Prof. (Dr.) Mita Kotecha	Member
6. Prof. (Dr.) Vishal Verma	Member
7. Shri P.C. Choulda	Member
8. Prof. (Dr.) Neelu Mehra	Member
9. Dr. Sanjay Shukla	Member
11. Shri Chandra Shekhar Sharma, Deputy Director (Finance Officer I/C)	Member Sect.

Following members joined the meeting through the VC Mode:

1. Dr. Arun Chandan - Regional Director, RCPCRNR-1
2. Prof. P. Hemantha Kumar, Pro-Vice Chancellor I/C
3. Prof. Neelu Mehra

Following Member/s could not attend the meeting due to their prior engagement:

1. Shri Jaideep Kumar Mishra - Additional Secretary & Financial Adviser

Following Members were also present:

1. Shri Abdul Saddiq Khan – Invited Member
2. Shri Ajit Choursia – Representative from IFD

At the outset Member Secretary, Shri Chandra Shekhar Sharma (Finance Officer I/C), welcomed the esteemed Chairman and Members. He then requested Chairperson for his opening remarks.

At the commencement of the 14th Meeting of the Finance Committee, the Chairman Prof. Sanjeev Sharma, extended a warm welcome to all esteemed members and expressed gratitude for their participation, continued support and guidance in steering the financial matters of the Institute. In his opening remarks, the Chairman emphasized the vital role that the Finance Committee plays in ensuring robust financial management and strategic planning for the National Institute of Ayurveda (NIA), Jaipur, and its Extension Centre at Panchkula.

The Chairman also took the opportunity to apprise the members of the recent achievements and progress made by NIA, including the strengthening of academic infrastructure, enhancement of hospital services, implementation of healthcare initiatives.

Further, the Chairman emphasized the importance of reviewing the implementation status of the decisions taken in all previous Finance Committee meetings. In this regard, he directed to organize a dedicated workshop or review session to systematically assess

the Action Taken Reports (ATRs) of all agenda items discussed and approved/recommended in the past 14 Finance Committee meetings including this meeting. This workshop would serve to evaluate the outcomes, identify bottlenecks in execution (if any), and streamline follow-up mechanisms for improved administrative and financial performance. He stressed that such a review would not only reinforce transparency but also aid in strategic planning and better institutional monitoring.

He urged the committee members to continue their valuable guidance in furthering the institute's mission. Then the Chairman asked the Member Secretary to present the agenda items.

Shri Chandra Shekhar Sharma, Deputy Director and Finance Officer I/C NIA (Memb. Secy), then presented the Agenda Items for discussion and consideration:

Agenda Item No. FC. 14.1	To confirm Minutes of the 13th Meeting of Finance Committee held on 21-03-2025.
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The Member Secretary informed the Committee that the minutes of the 13th Meeting of the Finance Committee, held on March 21, 2025, were duly approved by the Chairman and subsequently circulated to all esteemed members vide NIA Letter No. F.10-61/2024-NIA/CC dated April 1, 2025. It was noted that no comments, observations, or objections were received from any member. Accordingly, the Finance Committee confirmed the minutes as circulated.

Agenda Item No. FC. 14.2	To report Action Taken/Present Position on the Approvals/Recommendations of the 13th Meeting of Finance Committee held on 21-3-2025.
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The Finance Officer (Member Sect.) presented the Action Taken Report (ATR) on the recommendations made in the 13th Finance Committee Meeting held on 21-03-2025. The committee was informed that the institute has taken necessary actions or being taken on all the agenda items recommended by the Finance Committee. The Finance Committee noted the Action Taken Report and reviewed the progress on various agenda items of the previous meeting.

Agenda Item No. FC. 14.3	To Recommend Revise Estimate for F.Y. 2024-25 and Budget Estimate for F.Y. 2025-26.
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The Finance Committee reviewed the Revised Estimates (RE) for the Financial Year 2024-25 and the Budget Estimates (BE) for the Financial Year 2025.

The Finance Committee recommended the Revised Estimate of ₹216.06 Crores for 2024-25 and the Budget Estimate of ₹176.65 Crores for 2025-26, with the following corrected break-up:

Budget-Head	RE 2024-25	BE 2025-26
GIA-General	₹86.67 Cr	₹80.00 Cr
GIA-Salary	₹65.84 Cr	₹65.00 Cr
GIA-Capital	₹62.00 Cr	₹30.00 Cr
GIA-SCSP	₹01.00 Cr	₹01.00 Cr
GIA-STP	₹0.50 Cr	₹0.60 Cr
GIA-SAP	₹0.05 Cr	₹0.05 Cr
TOTAL	₹216.06 Cr	₹176.65 Cr

The Committee further observed that due to a typographical error, the STP component in the Revised Estimate for 2024-25 was inadvertently mentioned as ₹50.00 Cr instead of the correct amount of ₹0.50 Cr.

Agenda Item No. FC. 14.4	Recommendation of the Donations Acceptance Policy of the Institute.
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After deliberation, the Finance Committee **recommended the proposal in principle** and appreciated the efforts made to formalize and streamline the donation acceptance process. The Committee, however, instructed that before the policy is finalized and implemented, the proposal should be forwarded to the Ministry for legal vetting to confirm that all statutory, financial, and procedural aspects have been adequately addressed in the proposed framework. The legal review will help ensure that the policy complies with prevailing laws, particularly with respect to ownership, valuation, transfer of assets, institutional liability and legally policy once finalised will be applicable to NIA Panchkula also.

Agenda Item No. FC. 14.5	Recommendation of Corporate Social Responsibility fund acceptance (CSR) Policy for the National Institute of Ayurveda, Jaipur
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After detailed deliberation, the Finance Committee recommended the CSR Policy in principle and directed that the same be placed before the Executive Council for final approval. The Committee also emphasized that proper **stock register** and accounting mechanism must be maintained for all assets, materials, and resources received or created under CSR funding, to ensure proper audit, compliance, and transparency.

Agenda Item No. FC. 14.6	Proposal for Creation of Two Regular Posts—Junior Translation Officer and Senior Translation Officer at NIA, Jaipur
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The Finance Committee considered the proposal for creation of two regular posts under the Official Language Implementation Cell, namely:

1. **Junior Translation Officer** (Pay Level 6: ₹35,400-₹1,12,400)
2. **Senior Translation Officer** (Pay Level 7: ₹44,900-₹1,42,400)

The Finance Committee **recommended** the proposal for the **creation of the two regular posts** as proposed and **directed** that the **total financial implication of ₹18.20 lakhs per annum** for these posts **should be met from the GIA-Salary**.

Agenda Item No. FC. 14.7	To engage personnel on a contractual basis through outsourcing agency to address operational requirements of the NIA Hospital.
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The Finance Committee reviewed and unanimously recommended the proposal for engaging **17 Staff Nurses (Ayurveda)** and **2 Fire Fighters** on a contractual basis through a engaged outsourcing agency, with an annual financial implication of **₹66,47,880** to be met from **Grant-in-Aid - General**.

The Committee noted that as per **NCISM guidelines**, approximately **40 nurses** are required for a 300-bed hospital, and the current shortfall needs urgent attention. It also emphasized the critical need for fire safety personnel given the expanding infrastructure.

The Committee directed that the staff requirement be bifurcated between NIA and SSBH Hospitals with separate calculations and also instructed the Institute to submit a proposal to the Ministry of AYUSH for the creation of regular posts for Staff nurses to ensure long-term staffing and compliance.

S. No.	Post	No. of Posts	Qualification	Monthly Remuneration (₹)	Annual Cost (₹)
1.	Staff Nurse (Ayurveda) For Indoor services (NIA campus hospital)	17	B.Sc. (Nursing - Ayurveda) or Diploma in Nursing & Pharmacy (Ayurveda) with 2 years' experience in minimum 25 bedded hospital after acquiring the educational qualification mentioned above; must be registered with State/Indian AYUSH Nursing Council	₹29,430	₹29,430 × 12 × 17 = ₹60,04,920
2.	Fire Fighting	2	12th Class Pass + Diploma or Certificate Course in Fire-Fighting from a recognized institution.	₹26,790	₹26,790 × 12 × 2 = ₹6,42,960
	Total	19			₹66,47,880

Note: All the above positions will purely be on contractual basis through outsourcing agency and the initial engagement will be for 11 months only and extendable as per requirement.

Agenda Item No. FC. 14.8	In-Principle Recommendation for Establishment of a Panchakarma Centre at Baldev Ji Temple Complex, Parshuramdwar, Amer Road, Jaipur
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After detailed discussion, the Finance Committee **unanimously recommended the proposal in principle** and authorized the Institute to initiate further administrative and financial actions, including finalization of lease/rent terms with the Devasthan Department and preparation of a detailed financial plan.

The Committee emphasized that the Centre would not only promote Ayurveda service delivery but also serve as a key attraction for both **local residents and foreign tourists**, thereby enhancing the Institute's visibility, outreach, and contribution to public healthcare and wellness tourism.

Agenda Item No. FC. 14.9	To consider and recommend Estimated Expenditure for Engagement of Outsourced Manpower, Housekeeping and Security Services for FY 2025-2026.
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The Finance Committee considered and recommended the proposal for engaging outsourced manpower, housekeeping, and security services at NIA for the financial year 2025-2026. The Committee acknowledged the necessity of these services in supporting the Institute's academic, hospital, residential, and research operations across all campuses. It was also noted that the estimates may vary due to changes in statutory wage rates, expansion of operational areas, and service charges. Accordingly, the Committee authorized the Vice-Chancellor to accommodate necessary variations during the contract period, ensuring continued compliance with Minimum Wages Act and institutional requirements. Finance Committee stated that while hiring manpower for these services GFRs and all other required procedures must be followed.

Agenda Item No. FC. 14.10	To start Internship for satellite centre NIA, Panchkula.
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The Finance Committee reviewed and recommended the proposal for initiating the Internship Program at the National Institute of Ayurveda, Panchkula, for students from external Ayurvedic institutions. The Committee recommended the proposed revenue model, with an internship fee of ₹50,000 per student and a 25% relaxation for SC, ST, EWS, and other eligible categories. As there is no direct financial burden on the institute, the Committee recommended implementing the program with necessary training and supervisory arrangements. It was also recommended that while allowing the internship to the students of other institute the regulatory provisions must be kept in mind.

Agenda Item No. FC. 14.11	Recommendation for Engagement of 2 Pharmacists and 5 Panchkarma Technicians at NIA, Panchkula on Outsourcing Basis
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The Finance Committee reviewed and recommended the proposal for the engagement of 2 Pharmacists and 5 Panchkarma Technicians on an outsourcing basis at NIA Panchkula. Recognizing the increased patient demand and the need to enhance service efficiency, the Committee endorsed the contractual appointments in compliance with guidelines issued by the Central Labour Commissioner.

S. No.	Post	No. of Posts	Qualification	Monthly Remuneration (₹)	Annual Financial Implication (₹)
1	Pharmacist	2	HSC with Science & English + 2-Year Ayurvedic Pharmacy Certificate	₹29,430	₹7,06,320
2	Panchkarma Technician	5 (3 Female, 2 Male)	12th + 1-Year Diploma in Panchkarma Technician	₹29,430	₹17,65,800
	Total	7			₹24,72,120

Note: All the above positions will purely be on contractual basis through outsourcing agency and the initial engagement will be for 11 months only and extendable as per requirement.

Agenda Item No. FC. 14.12	Recommendations for Commencement of Panchkarma Technician Certificate Course at NIA, Panchkula
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The Finance Committee considered and recommended the initiation of the Panchkarma Technician Certificate Course at NIA Panchkula with a batch size of 30 students as a self-financed program. The Committee noted the growing need for trained technical manpower in Panchkarma therapies and endorsed the utilization of collected fees for all course-related expenses. Further, the Committee directed that the course curriculum and module be aligned identically with the existing Panchkarma Technician Certificate Course at NIA Jaipur to maintain uniform academic standards and quality.

The Meeting ended with the Vote of Thanks to the Chair.
