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राष्ट्रीय आयुर्वेद संस्थान

डी नोवो श्रेणी में मानद विश्वविद्यालय

(आयुष मंत्रालय, भारत सरकार)

NATIONAL INSTITUTE OF AYURVEDA

Deemed to be University under De novo Category

(Ministry of AYUSH, Govt. of India)

No.F.10-42/2021-NIA/CC

Dated: 10-3-2021

The Chairman and Members of
Finance Committee of Deemed University
National Institute of Ayurveda, Jaipur

Subject: Minutes of the 1st Meeting of Finance Committee on 5-3-2021 at Jaipur - Regarding.

Most Respected Sir,

I am directed to forward herewith the Minutes of the 1st Meeting of Finance Committee of the Deemed University NIA held 5-3-2021, duly approved by the Competent Authority, for your kind information and perusal. Comments, if any, on the Minutes may kindly be sent to the Deemed University at the earliest.

Yours faithfully,

(J P SHARMA)

JOINT DIRECTOR(ADMN.)

Copy to:

1. PPS to Secretary for kind information of Secretary(AYUSH)
2. PPS to Additional Secretary, Ministry of AYUSH
3. Shri MA Qasmi, Joint Adviser(Unani), Ministry of AYUSH
4. Shri Raj Kumar, Deputy Secretary(IF), Ministry of Health & FW
5. Shri Yash Veer Singh, Deputy Secretary, Ministry of AYUSH
6. Shri AAJ Kennedy, Under Secretary, Ministry of AYUSH
7. Section Officer, NI Section, Ministry of AYUSH

Copy for necessary action to:

8. Estate In-charge
9. Administrative Officer & Finance Officer I/C
10. Accounts Officer
11. Store Officer
12. PA to Vice-Chancellor I/C & Director

NATIONAL INSTITUTE OF AYURVEDA

(Deemed to be University under *de-novo* Category)

MINUTES OF THE 1ST MEETING OF FINANCE COMMITTEE OF DEEMED TO BE UNIVERSITY NIA HELD ON 5-3-2021 AT JAIPUR

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PRESENT

1.	Prof. Sanjeev Sharma, Director & Vice-Chancellor I/C	Chairman
2.	Shri PK Pathak, Additional Secretary, Ministry of AYUSH	Member
3.	Prof. K Shankar Rao, Pro-Vice-Chancellor I/C	Member
4.	Prof. Mahesh Chandra Sharma, Retd. Director of NIA	Member
5.	Shri Raj Kumar, Deputy Secretary(IF), Ministry of Health & FW	Member
6.	Prof. Aku Rama Murthi, Professor, NIA	Member
7.	Shri JP Sharma, Joint Director(Admn.)	Member
8.	Shri Chandra Shekhar Sharma, Administrative Officer(Finance Officer I/C)	Secretary

Shri Raj Kumar, Deputy Secretary(IF) represented Additional Secretary & FA, Ministry of Health and Family Welfare through Video Conferencing.

The Administrative Officer and Finance Officer I/c NIA welcomed the Chairman, Members and all participants in the Meeting and requested Chairman for his opening remarks.

The Chairman, in his opening remarks, welcomed all the Members and participants of the Meeting and introduced all the participants attending this First Meeting of Finance Committee of Deemed-to-be-University NIA. He felt that this is really a great moment for the Institute being a Deemed University and its First Meeting is being held in the Institute. It will be known as historical moment in the history of Deemed-to-be-University. He hoped that in this first meeting of Finance Committee important decisions and deliberations will be taken which will definitely pave the right way to the Deemed-to-be-University for its around growth. Although the existing manpower is sufficient for an affiliated Institute but there is need of more staff to carry out various increased and expanded activities of the Deemed University.

Agenda Item No. 1 **To report Action Taken on the Recommendations of 59th Meeting of SFC held on 22-10-2020.**

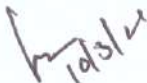
The Finance Committee noted the Minutes and the Action Taken on the recommendations made in the 59th Meeting of SFC of the Institute held on 22-10-2020.

Agenda Item No. 2 **To note RE 2020-21 and recommend BE 2021-22.**

Finance Committee noted the Expenditure and recommended BE 2021-22 as under. In GIA-Salary provisions should be made on actual basis only in GIA-Salary and no provision should be included for anticipated expenses like Salary for vacant posts to be filled etc.

(Rs. in Lakhs)

Head	Actual Exp. 2019-20	BE 2020-21	RE 2020-21	Expenditure Till 19-2-2021	BE 2021-22
GIA-General	3843	3343	4500	3253	5200
GIA-Salary	4030	5100	4800	4047	5000
GIA-Capital	4250	2500	2900	1488	16000
GIA-SAP	5	5	5	5	5
GIA-SCSP	100	100	100	98	100
GIA-STP	--	50	50	48	50
TOTAL	12228	11098	12355	8939	26355


10/3/21

Agenda Item No.3**To consider and recommend various Constructions, Repair, Renovation Works etc. for Strengthening Infrastructure for various Activities (Rs. 3380 Lakhs)**

The Finance Committee recommended the following New Construction Works, Renovations, Repairs, Strengthening and Maintenance for enhancing and strengthening various infrastructure facilities for smooth functioning of activities, at an Estimated Cost of Rs. 3380 Lakhs to be undertaken by CPWD, NPCC and NIA. The expenditure is to be met from the approved RE of 2020-21 and/or BE of 2021-22 under Grant-in-Aid-Capital. The Finance Committee felt that considering the increased capital works in view of Deemed University Status of NIA, it will be better to have a separate Civil Engineering Unit including Electrical Wing so that the various Works can be carried out by NIA itself instead of awarding to agencies.

S.No.	Name of the Work	Agency	Cost - Rs. in Lakhs		
			Original Approved Cost	Revised/ Original Cost to be recommended now	Difference in Cost
1	Construction of Building for Deluxe Cottage Wards & Central Laboratory	CPWD	--	1097	--
2	Construction of Animal House (Revised Cost)	CPWD	325 Total Paid	467	142 (Difference)
3	Construction of New OPD Block (G+1)	CPWD	385 Total Paid	421	36 (Difference)
4	Replacement and Augmentation of Existing 2 x 500 KVA Substation	CPWD	-	259	-
5	Repair/Renovation of OPD & IPD Block and Replacement of Old Damaged Chhaja and Providing Path from IPD Block to Central Lab. and Connecting Sewer Line from Deluxe Ward to Main Sewer Line (Revised Cost)	CPWD	74.79 Total Paid	98	23.21 (Difference)
6	40 MM Puf-Roofing and GI Sheet Wall-Panelling, False-Ceiling, Electrical Works in Yoga Unit	CPWD	-	57	-
7	Repair and Renovation of Diploma Hostel (Gangouri Bazar)	CPWD	-	31	-
8	Maintenance of Horticulture Gardens for 2019-20.	CPWD	-	8	-
9	Water Proofing Treatment of various Building Roofs	NPCC	-	222	-
10	Construction and Finishing of 4 Halls and Toilets on 2nd Floor of Pharmacy Building	NPCC	-	200	-
11	Extension of Canteen	NPCC	-	125	-
12	Renovation of Hostel Kitchens	NPCC	-	187	-
13	Repair, Renovation and Upgradation of VC Chamber	NPCC	-	82	-
14	Laying of Interlocking Paver Blocks in front of Hospital Building	NPCC	-	47	-
15	Construction of RCC Overhead Tank 100 KL Capacity and associated work at Herbal Garden(Jagga Ki Bawri)	NPCC	-	42	-
16	Modular Lab. Platform for Animal House	NIA	-	25	-
17	Construction for Basket Ball Court	NIA	-	15	-

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Agenda Item No. 4**To consider and recommend Procurement of various Equipments, Machineries, Articles for Development of Departments, Hospital, Pharmacy, Offices - Rs. 374 Lakhs.**

Finance Committee recommended to procure the following Equipments and Instruments at an estimated cost of Rs. 374 Lakhs. These items should be procured and funds should be met from the approved RE for the Year 2020-21 and/or BE 2021-22 under the relevant Heads as mentioned against each item. Finance Committee is also of the view that equipments and instruments which are to be used for skill development should be procured by obtaining funds from Central Sector Schemes for Skill Development or other Scheme of the Ministry to the extent possible instead of meeting such expenditure from its GIA.

Sl.No.	Name of the Equipments/Machins/Instruments/Articles	Quantity	Estimated Cost Rs. in Lakhs	Head from which Exp. can be met
Department of KriyaSharir - Rs. 188 Lakhs				
1	3D Dexa BMD with 256 Detector	1 Unit	180	GIA-Capital
2	EEG (Clarity) Brain Tech. 40+	1 Unit	4	"
3	EMG NCV EP Machine	1 Unit	4	"
ShalyaTantra - Rs. 54 Lakhs				
4	Ultrasonic Cutting & Coagulation & Integrated Advance Bipolar for 7 mm. Vessel Sealing	1	25	"
5	Lasermar	1	14	"
6	Operative Video Rectoscope	1	8	"
7	Radio Frequency Electro Surgical Unit	1	5	"
8	Orthopaedic Table with Attachments	1	2	"
Department of Shalakyatantra - Rs. 33 Lakhs				
9	Perimeter	1	24	"
10	Non Contact Tonometer (NCT)	1	9	"
Department of RogaNidan - Rs. 11 Lakhs				
11	Computerized Semen Analyser	1	11	"
Pharmacy - Rs. 25 Lakhs				
12	Single Side Rotary Table Press Machine	1	25	"
Hospital (OPD) - Rs. 11 Lakhs				
13	Fowler Beds	20	6	GIA-General
Departments/Hospital/Library/Offices - Rs. 84 Lakhs				
14	Color/Black & White Photocopier	4	30	"
15	Show-Case Glass Almirah of different Sizes	56	8	"
16	Uttar Basti Table/OT Table	2	3	"
17	Book Shelf of different Sizes	21	3	"
18	Office Tables of different Sizes	20	2	"
19	Revolving Chairs	15	2	"
20	Office Almirahs of different Sizes	15	2	"
21	Locker Almirahs of different Sizes	20	1	"
Journal of Ayurveda				
22	Turnitin Feed Back Studio Software - Rs. 6 Lakhs	1	6	"

Agenda Item No. 5**To approve excess Expenditure incurred in GIA-General during 2018-19 and 2019-20.**

Finance Committee noted the excess Expenditure incurred in GIA-General during 2018-19 and 2019-20.

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Agenda Item No. 6**To consider and approve engagement of Security Personnel and Cleaning Staff for more areas for Cleaning.**

Finance Committee recommended the following for Security Services at an estimated cost of Rs. 216.34 Lakhs and for Cleaning & Sanitation Services at an estimated cost of Rs. 171.06 Lakhs, annually. The Minimum Wages Act in respect of the Rates as specified by Central Labour Commission should be followed. Gender equality should be ensured while engaging the persons by the agencies.

Present Status and Now Required and to be approved by FC	Security - Watch & Ward Services				Cleaning & Sanitation Services			
	No. of Persons	Rate Per Day	Cost Per Month in Lakhs	Annual Cost in Lakhs	No. of Persons	Rate Per Day	Cost Per Month in Lakhs	Annual Cost in Lakhs
Approved by SFC	70	707	14.85	178.17	66	559	11.07	132.82
Now Required and to be approved by FC	85	707	18.03	216.34	85	559	14.25	171.06
DIFFERENCE	15	--	3.18	38.17	19	--	3.18	38.24

Agenda Item No. 7**To consider and approve procurement of Books for Library.**

Finance committee recommended to purchase 175 Library Books pertaining to the Subjects of Ayurveda, Modern and Allied Subjects, at a cost of Rs. 23 Lakhs. FC advised that procurement should be made by following all codal formalities as per GFR 2017.

Agenda Item No.8**To consider and recommend Auction of obsolete/unserviceable/perishable articles/goods/materials by Auction.**

Finance Committee recommended to dispose of the obsolete/unserviceable items by way of auction on "As-is-Where-is-Basis". All the procedures should be followed as per provisions of GFR.

Agenda Item No. 9**To consider and approve Grant of Hospital Patient Care Allowance to Group A& B (Non-Ministerial).**

Finance Committee recommended grant of HPCA to Group A& B (Non-Ministerial) allied Health Care Professional with the observation that a suitable proposal along with proper justification should be submitted to the Ministry for consideration.

Agenda Item No. 10**To consider and approve to increase Stipend of Diploma Interns.**

Finance Committee recommended to increase the Stipend of Diploma Interns to Rs. 3000 Per Month.

Agenda Item No. 11**To consider and approve to engage 1 Retd. Accounts/Audit Officer as Consultant for various works connected with Accounts & Audit.**

Finance Committee recommended to engage 1 Retd. Accounts/Audit Officer as Consultant from Central/State Govt. as Consultant(Audit) on Outsourcing basis on a Fixed Monthly Remuneration of Rs. 45,000 initially for one financial year and it should be need based on yearly basis. The Guidelines issued by the Ministry for such engagement be followed.

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Agenda Item No. 12 **To approve engaging 10 Office Assistants on Contractual Basis for managing various increased works of Deemed to be University.**

Finance Committee recommended to engage 10 Office Assistants on Contractual Basis on a Fixed Monthly Remuneration as per Guidelines issued by Ministry of AYUSH or on the Minimum Wages Rates as specified by Central Labour Commission on time to time, whichever is higher with the following Qualifications and as per the Guidelines issued by the Ministry of AYUSH, through GeM. The engagement will be initially for one year and need based on yearly basis.

- (1) Graduate in any Discipline from a recognised University,
- (2) Should have good communication, writing ability and interpersonal skills and
- (3) Knowledge of Computer Applications such as MS Word, MS Excel, Power Point and Internet.

Agenda Item No. 13 **To consider and approve to engage 1 Technical Expert for various works connected with Journal of Ayurveda.**

Finance Committee recommended to engage 2 Technical Experts with BCA Qualification on Outsourcing on a Fixed Monthly Remuneration of Rs. 35,000 for Journal and AHMIS Project on yearly basis.

Agenda Item No.14 **To consider and approve Extension in the services of Contractual Staff engaged for Ministry of AYUSH.**

Finance Committee ratified the approval of the competent authority for engaging and granting of extension in Contractual Services of the following persons.

Sl.No.	Name	Engaged As	From	To
1	Shri Hardhan Das	Consultant	4-9-2020	3-3-2022
2	Shri Hari Om	Consultant	1-1-2021	31-12-2021
3	Shri Amit Kumar	Sr. Office Assistant	18-3-2019	17-3-2021
4	Shri Aditya	Sr. Office Assistant	1-3-2020	28-2-2022
5	Shri Vikas	P A (Steno.)	15-6-2020	14-6-2021
6	Shri Ramesh	M T S	1-9-2020	31-8-2021

Agenda Item No. 15 **Any other Item with the Permission of the Chair.**

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