

**MINUTES OF THE EIGHTY FIFTH MEETING OF THE STANDING FINANCE
COMMITTEE (SFC) OF THE INTERNATIONAL INSTITUTE FOR POPULATION
SCIENCES (IIPS), MUMBAI.**


The Eighty fifth meeting of the Standing Finance Committee (SFC) of International Institute for Population Sciences (IIPS), Mumbai was held on 16th November, 2019 at International Institute for Population Sciences, Mumbai. The meeting was Chaired by Dr. Dharmendra Singh Gangwar, Additional Secretary & Financial Advisor, Ministry of Health and Family Welfare, Government of India and Chairperson, Standing Finance Committee, IIPS. The list of participants who attended the meeting is provided in **Annexure-I**

The Item wise Agenda discussed in the meeting is given in **Annexure-II**.

The discussion taken on the Items wise agenda are as follows:

- a) In Item No. 1, the minutes of the 83rd meeting of the Standing Finance Committee of the International Institute for Population Sciences, Mumbai held on 19th December, 2018 and 84th extra-ordinary meeting held on 6th June, 2019, as approved by the Chairperson, were circulated among the members and minutes were confirmed.
- b) In Item No.2, the Standing Finance Committee noted the action taken on 83rd and 84th meeting of the Standing Finance Committee of IIPS.
- c) In Item No. 3, the Standing Finance Committee approved the Audit Report and Audited Annual Accounts of IIPS main account for the year 2018-19 and recommended the same to be placed before Executive Council. Mr. Sourabh Jain, Chartered Accountant, suggested that presently IIPS maintains two accounts separately; the IIPS main account (i.e. Grants-in-aid General, Grants-in-aid for Creation of Capital Assets and Grant- in-aid Salaries) and projects (i.e. Internal projects and External Projects) whereas it can be made into a Consolidated account system. The SFC approved this proposal and decided to make a consolidated account system from the next accounting year.
- d) In Item No. 4, the Standing Finance Committee approved the Revised Estimate of Rs.4977.92 lakhs for the Institute and recommended the same to be placed before the Executive Council.

i)	Grant-in-aid General	Rs. 1900.00 (Lakh)
ii)	Grant-in-aid for Creation of Capital Assets	Rs. 1500.00 (Lakh)
iii)	Grant-in-aid Salaries	Rs. 1577.92(Lakh)
		<u>Rs. 4977.92 (Lakh)</u>



- e) In Item No. 5, the Standing Finance Committee approved the Budget Estimate for the year 2020-21 of Rs.9157.00 lakhs for the Institute and recommended the same to be placed before the Executive Council.

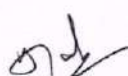
Grant-in-aid General	Rs. 1980.00 (Lakh)
Grant-in-aid for Creation of Capital Assets	Rs. 5446.00 (Lakh)
Grant-in-aid Salaries	Rs. 1731.00(Lakh)
	<u>Rs. 9157.00 (Lakh)</u>

- f) In Item No. 6, the Director and Sr. Professor informed that the revised draft Bye-laws is already ready. The revised draft will be considered by the committee constituted at the 105th Executive Council meeting under the Chairpersonship of AS & FA. The Chairperson instructed that the constraints for the functioning of the institute in the present Bye-laws along with all legal issues and the requirement of UGC notifications may be considered while preparing the amendments.

- g) In Item No. 7, the continuation of EMS department along with the budget requirement for the coming financial year was discussed in detail. The Chairperson suggested that the total income of the EMS department may be mentioned along with the proposed expenditure. The recurring cost per year and income generated may be compared for sustainability of the EMS department. The Chairperson also suggested that Institute should avoid the print media for learning and advanced technology should be used. The Chairperson has quoted the example of the institute like NIMHANS, Bangalore. The NIMHANS prepared advanced audio visual learning material for virtual classrooms where the cost incurred will be very less as compared to print material and more effective in learning. The Chairperson has also suggested a small team from the Institute along with the MoHFW representatives may visit NIMHANS for taking up the e-learning modules against the print modules. Such type of e-learning is interactive like a class room teaching and EMS students can interact directly with members of teaching faculty.

The Standing Finance Committee approved to run the EMS department on project basis and recommend the same to be placed before the Executive Council with the above suggestions.

- h) In Item No. 8, while discussion on the approval of financial power to Director and Registrar, Chairperson sought the previous SFC when the limit was fixed and it was informed that it was in the year 2010, it details and the past decisions on this issue. The Registrar suggested that as it is a financial matter the proposed enhancement in financial power may be given to Assistant Finance Officer instead of Registrar but it was not agreed upon.



After detailed discussion, the committee approved to enhance the financial powers of the Registrar upto Rs 25,000/- and Director and Sr. Professor upto Rs 10,00,000 from its current level of Rs 500/- and Rs 2,00,000/- respectively and recommend to be placed before the Executive Council.

- i) In Item No. 9, while discussion on the utilization of some portion of the interest from the Institute Development Fund for the academic activities, the Chairperson sought the details for which the fund can be used based on the original decision. It was mentioned that the fund is formed as contingency.

The Chairperson suggested that the proposal to expand the utilization of the fund for other activities may be included in the Bye-laws of the institute with proper justification.

- j) In Item No. 10, while discussion on the agenda of consultancy fee and faculty time, Chairperson mentioned that consultancy is of two types Personal and Institute Level. In institutions like IIT, Delhi, consultancy is considered when the staff is working beyond office hours and on holidays.

Chairperson suggested such proposal may be included in Institute Bye-laws with proper justification.

- k) In Item No. 11, the Standing Finance Committee approved the proposal to appoint internal auditor in IIPS and recommended to be placed before the Executive council. The proper procedure mentioned in the clause in GFR, CAG and GOI rule may be followed while appointment of internal auditor in IIPS.

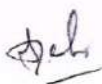
- l) In Item No. 12, the Standing Finance Committee approved the proposal for enhancement in fellowship amount for Ph.D students as per UGC O.M. No.11-5/2018(SA-I) dated 03.06.19 and recommended the same to be placed in the Executive council. The enhancement of fellowship amount for 1st and 2nd year (JRF) is Rs.31,000/- + HRA Rs.7,440/- from Rs.25,000/- and for 3rd and 4th year (SRF) is Rs.35,000/- + HRA Rs.8,400/- from Rs.28,000/- along with Rs.10,000/- (JRF) and Rs.20,500/- (SRF) contingency grant **per year**. IIPS Ph.D. students with NET qualifications may also have the same fellowships as per UGC. The fellowship for the candidates without net will be enhanced Rs.15,000/- + Rs.4,000/- HRA from Rs.12,000/- + Rs.3,600/- HRA for the 1st and 2nd year and Rs.18,000/- + Rs.4,500/- HRA from Rs.14,000/- + Rs.4,200/- HRA alongwith Rs.10,000/- contingency grant per year for 3rd and 4th year.

- m) In Item No. 13, the Standing Finance Committee approved the audit report and audited annual account of IIPS project account for the year 2018-19 and recommended to be placed before the Executive council.



- n) In Item No. 14.1, the Standing Finance Committee approved the proposal of hiring of office premises from BSNL for IIPS for two years.
- o) In Item No. 14.2, the Standing Finance Committee approved the proposal as per the O.M. dated 11.01.2019, the GoI, MoHRD for the implementation of Economically Weaker Section (EWS) from the academic year 2019-20 and recommended the same to be placed before the Executive council.
- p) In Item No. 14.3, the Standing Finance Committee suggested sending the proposal for purchase of vehicle but first condemning present vehicle by following GFR and GoI rules.

The meeting ended with vote of thanks to the Chair.



ANNEXURE-I

The following members were present in the Standing Finance Committee meeting held on 16-11-2019 :

Dr. D.K.Ojha, Deputy Director General (statistics) MoHFW-	Member
Dr. K.S. James, Director & Sr. Professor, IIPS	- Member
Dr.D,A.Nagdeve, Professor, IIPS	- Member
Dr. Aparajita Chattopadhyay, Associate Professor, IIPS,-	Member
Dr. M.K. Kulkarni, Registrar, IIPS	- Non-Member Secretary

Following officials were attended the meeting as a special Invitee:

Shri Mr. Aniket Chattopadhyay, AFO, IIPS	- Invitee
Shri Sourabh Jain, Auditor	- Invitee
Shri Aniket Aggarwal, JSO, MoHFW	- Invitee
Shri Rajiv Kumar Ahuja, DEO(Gr.B), MoHFW	- Invitee

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ANNEXURE-II

AGENDA ITEMS FOR THE EIGHTY- FIFTH MEETING OF THE STANDING FINANCE COMMITTEE OF THE INTERNATIONAL INSTITUTE FOR POPULATION SCIENCES, MUMBAI

Date : November 16th, 2019

Venue : IIPS, Mumbai

Agenda	Subject Matter
Item No. 1	Confirmation of the minutes of the 83 rd meeting of the Standing Finance Committee held on 19 th Dec., 2018 and 84 th extraordinary meeting of the Standing Finance Committee held on 6 th June, 2019
Item No. 2	Action taken on the decisions of the 83 rd meeting of the Standing Finance Committee held on 19 th Dec., 2018 84 th extraordinary meeting of the Standing Finance Committee held on 6 th June 2019
Item No. 3	Approval of Audit Report and Audited Annual Accounts of IIPS Main A/c for the year 2018-19
Item No. 4	Approval of Revised Estimates for the year 2019-20
Item No. 5	Approval of Budget Estimates for the year 2020-21
Item No. 6	Approval of Amendments in Bye-laws
Item No. 7	Approval for running the Department of Extra Mural Studies and Distance Education on year basis and sanction of Revised Budget Estimate for the year 2019-20
Item No. 8	Approval of Financial Power to Director & Registrar
Item No. 9	Approval for Utilization of interest earned on Institute Development Fund
Item No. 10	Approval for distribution of Consultancy fee/faculty time
Item No. 11	Approval for Appointment of Internal Auditor
Item No. 12	Revision of fellowship amount
Item No. 13	Approval of Audit Report and Audited Annual Accounts of IIPS Project A/c for the year 2018-19
Item No. 14	Reporting Matters
	Any other matter with the permission of Chair
	<ol style="list-style-type: none">1. Approval regarding hiring of office premises from BSNL for IIPS2. Implementation of O.M. dated 11.01.2019, the GoI MoHRD for the reservation of Economically Weaker Section (EWS).3. Approval for purchase of two vehicles for IIPS.

