

राष्ट्रीय प्रौद्योगिकी संस्थान, मणिपुर

NATIONAL INSTITUTE OF TECHNOLOGY MANIPUR

MINUTES OF THE 30<sup>TH</sup> MEETING

OF

THE FINANCE COMMITTEE



DAY : Monday  
DATE : The 21<sup>st</sup> November, 2022  
TIME : 3:00 PM

VENUE  
Conference Hall,  
Shastri Bhawan, New Delhi

**MINUTES OF THE 30<sup>TH</sup> MEETING OF THE FINANCE COMMITTEE HELD ON 21<sup>ST</sup> NOVEMBER, 2022 AT SHASTRI BHAWAN, NEW DELHI.**

The 30<sup>th</sup> meeting of the Finance Committee of National Institute of Technology Manipur was held on 21<sup>st</sup> November, 2022 from 3:00 p.m. at Shastri Bhawan, New Delhi.

Prof. (Dr.) Goutam Sutradhar, Director, NIT Manipur presided over the meeting as Chairperson (i/c) of the Finance Committee and Board of Governors of NIT Manipur.

The following members were present:

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| ❖ <b>Prof. (Dr.) Goutam Sutradhar</b><br>Director, NIT Manipur   | : | Chairperson (i/c) |
| ❖ <b>Ms. Saumya Gupta</b><br>Joint Secretary<br>Department of Higher Education,<br>Ministry of Education, Govt. of India | : | Member            |
| ❖ <b>Mr. Anil Kumar</b><br>Director (Finance)<br>Integrated Finance Division<br>Ministry of Education, Govt. of India    | : | Member            |
| ❖ <b>Dr. Anil Kumar Birru</b><br>Assistant Professor<br>Dept. of Mechanical Engineering, NIT Manipur                     | : | Member            |
| ❖ <b>Dr. P. Albino Kumar</b><br>Dean (P & D) & Associate Professor,<br>Dept. of Civil Engineering, NIT Manipur.          | : | Member            |
| ❖ <b>Prof. Kh. Tomba Singh</b><br>Registrar<br>NIT Manipur   | : | Member Secretary  |

At the outset, Prof. (Dr.) Goutam Sutradhar, Chairperson (i/c), Finance Committee, NIT Manipur welcomed all the members. The Chairperson (i/c) introduced the new Registrar of NIT Manipur, Prof. Kh. Tomba Singh who joined the Institute on 26<sup>th</sup> September, 2022. The Chairperson (i/c) then invited the Registrar to initiate the proceedings on the agenda items.



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Minutes of the 30<sup>th</sup> meeting of the FC, NIT Manipur  
held on 21<sup>st</sup> November, 2022

**ITEM NO. 30.1: Confirmation of the Minutes of the 29<sup>th</sup> meeting of the Finance Committee held on 20<sup>th</sup> September, 2022 in the Conference Hall of Shastri Bhawan, New Delhi.**

The minutes of the 29<sup>th</sup> Meeting of the Finance Committee held on 20<sup>th</sup> September, 2022 in the Conference Hall of Shastri Bhawan, New Delhi were circulated to all the members and no comments were received. The minutes is hereby confirmed.

**ITEM NO. 30.2: Action taken report on the decisions of the 29<sup>th</sup> meeting of the Finance Committee held on 20<sup>th</sup> September, 2022 in the Conference Hall of Shastri Bhawan, New Delhi.**

Action taken on the decisions of the 29<sup>th</sup> meeting of the Finance Committee held on 20<sup>th</sup> September, 2022 in the Conference Hall of Shastri Bhawan, New Delhi are as under:

Sl. No.	Item No.	Agenda	Decision Taken	Action Taken	Remarks If Any
1	Item No. 29.1	Confirmation of the Minutes of the 28 <sup>th</sup> meeting of the Finance Committee held on 12 <sup>th</sup> July 2022 in the Conference Hall of NIT Transit House, New Delhi.	The 29 <sup>th</sup> FC noted and approved the minutes of the 28 <sup>th</sup> meeting of the Finance Committee held on 12 <sup>th</sup> July 2022 in the Conference Hall of NIT Transit House, New Delhi.	Noted	Noted
2	Item No. 29.2	Action taken report on the decisions of the 28 <sup>th</sup> meeting of the Finance Committee held on 12 <sup>th</sup> July, 2022 in the Conference Hall of NIT Transit House, New Delhi.	Noted	Noted	Noted
3	Item No. 29.3	To consider the Minutes of the 20 <sup>th</sup> meeting of the Building & Works Committee held on 16 <sup>th</sup> June 2022.	The 29 <sup>th</sup> FC noted and approved the minutes of the 20 <sup>th</sup> meeting of the Building & Works Committee held on 16 <sup>th</sup> June 2022.	Noted	Noted
4	Item No. 29.4	Report on Pending Audit Issues.	The 29 <sup>th</sup> FC noted the pending Audit issues. It also noted the paras that were dropped by the Principal Accountant General (Audit). The FC further suggested that a responsible person should be entrusted to follow up the pending audit paras with the Office of the PAG (Audit).	Place as Agenda Item No. 30.4	Noted
5	Item No. 29.5	Report on Pending grievances issues.	The 29 <sup>th</sup> FC noted that there are no pending grievances issues.	Noted	Noted
6	Item No. 29.6	Latest position of unspent balance as on 5 <sup>th</sup> September, 2022.	The 29 <sup>th</sup> FC noted the latest position of unspent balance as on 5 <sup>th</sup> September, 2022.	Noted	Noted
7	Item No. 29.7	To discuss and approve the Annual Accounts for FY 2021-22.	The 29 <sup>th</sup> FC approved the Annual Accounts of NIT Manipur for FY 2021-2022 which has been prepared in consultation with a Chartered Accountant firm. The FC also directed to take necessary steps to start the statutory audit.	Noted	Noted

Minutes of the 30<sup>th</sup> meeting of the FC, NIT Manipur  
held on 21<sup>st</sup> November, 2022

8	Item No. 29.8	To discuss on the recommendation of BWC for release of payment for OBC Hostels.	The 29 <sup>th</sup> Finance Committee after deliberation approved the various matters raised in the Agenda Item pertaining to OBC Hostels. The Finance Committee recommended the proposal for release of payment related to the piling works of OBC Boys and Girls Hostel from the available IRG as per the recommendation of the BWC and decisions taken in the earlier Finance Committee and BoG meeting. The payment should be released after the measurement books maintained by MOBED, the executing agency of the projects are duly verified by the Executive Engineer of the Institute.	Please refer Agenda Item No. 30.8	Noted
9	Item No. 29.9	To discuss the proposal for opening of a separate Bank Account for International Conference.	The 29 <sup>th</sup> Finance Committee approved the proposal for opening of a separate bank Account for the International Conference. The FC also advised that a letter may be written to the Secretary, MoE, Govt. of India seeking permission for the International Conference. Further, the FC advised that in case of participants from Prior Reference Category (PRC) countries, the applications should be forwarded to Ministry of External Affairs (MEA) for necessary clearance.	Letter sent to MoE vide No. NITM.1/(281-Estt)/Conf/2022 /1375 dated 17/10/2022. Opening of bank account has been initiated.	Noted
10	Item No. 29.10	To discuss on the proposal for release of long pending due bills for Library Books.	The 29 <sup>th</sup> FC observed that the matter being placed as an agenda item pertains to the prerogative of the Director. The Director can consider release of the pending bills for purchase of Library books from the available IRG fund subject to physical verification of the books and recommendation by the faculty members.	Noted	Noted
11	Item No. 29.11	To discuss the various proposal for procurement of essential items submitted by various Departments from IRG.	The 29 <sup>th</sup> FC observed that the matter being placed as an agenda item pertains to the prerogative of the Director. The Director may decide on the matter.	Noted	Noted
12	Item No. 29.12	Any other item with the permission of the Chair.	The 29 <sup>th</sup> FC noted that, as there were no other items for discussion, the meeting ended with a vote of thanks to the Chair.	Noted	Noted

**ITEM NO. 30.3: To consider the Minutes of the 21<sup>st</sup> meeting of the Building & Works Committee held on 6<sup>th</sup> September, 2022 via video Conference & offline mode (Composite Mode).**

The 30<sup>th</sup> FC approved the minutes of the 21<sup>st</sup> meeting of the Building & Works Committee held on 6<sup>th</sup> September, 2022 through composite mode.

**ITEM NO. 30.4: Report on Pending Audit Issues.**

The Finance Committee noted the various pending audit issues and reiterated the need for taking up appropriate steps with regard to all pending audit paras. The Director informed the Finance Committee that a retired person engaged as Internal Consultant is following up on regular basis with the AG office regarding the Audit paras. The Finance

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Committee also suggested that an order advising all employees to settle all pending unadjusted advances may be issued. Necessary steps for recovery of the unadjusted advances can be taken up after the order is issued. The Finance Committee also advised that the pending audit paras need to be properly presented with brief background of the audit observations and reply/action taken by the Institute.

**ITEM NO. 30.5: Report on Pending grievances issues.**

The 30<sup>th</sup> FC noted that there are no pending grievances issues.

**ITEM NO. 30.6: Latest position of unspent balance as on 14<sup>th</sup> November, 2022.**

The 30<sup>th</sup> FC noted the unspent balance as on 14<sup>th</sup> November, 2022.

**ITEM NO. 30.7: To discuss on the recommendation of BWC for release of payment for OBC Hostels.**

The 30<sup>th</sup> Finance Committee approved the recommendation of the BWC regarding the release of payment of the pilling and land development works for OBC Boys and OBC Girls hostels.

**ITEM NO. 30.8: Proposal to hire a vehicle for Registrar, NIT Manipur.**

The Finance Committee noted the lack of sufficient vehicle of the Institute and the requirement of an SUV vehicle. A fresh proposal for common pool vehicle may be proposed in the next meeting.

**ITEM NO. 30.9: Financial Assistance for processing fee for filing of patent.**

The Finance Committee noted the recommendation of the 27<sup>th</sup> Senate meeting regarding reimbursement of the processing fee for filing of Indian Patent and International Patent. The Finance Committee felt that no ceiling should be fixed if the patent is in the name of the Institute. The Finance Committee also approved the recommendation of the Senate for 50% reimbursement for processing fee, 25% reimbursement at the time of publication and remaining 25% reimbursement at the time of Grant of the Patent.

**ITEM NO. 30.10: Any other item with permission of the Chair.**



**(Prof. Kh. Tomba Singh)**  
Registrar & Member Secretary  
Finance Committee  
National Institute of Technology Manipur



**(Prof. (Dr.) Goutam Sutradhar)**  
Director & Chairperson (i/c)  
Finance Committee & BoG  
National Institute of Technology Manipur

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