

2.2. Appropriate entries have been made in the Annual Accounts for the F.Y. 2013-2014 for Rs.14000.00 towards writing off of hardware locks that were being used in SOUL 1.0 software.

2.3. Re.1/- has been taken as token value of land as per the requirement of CAG audit and necessary entries have been made in Annual Accounts for the FY 2013-14.

3. Briefing on the Audit Queries and Replies Furnished to the IAW of UGC in Compliance Relating to the Centre for the F. Y. 2012-13 and 2013-14

Mr. Harish Chandra, Administrative Officer (PA&F), briefed the members about the queries raised by the Internal Audit Party of the UGC. Members noted that the Internal Audit Wing of the UGC New Delhi has audited the Centre's accounts for the F. Y. 2012-13 and 2013-14 during their visit to the Centre from 23.06.2014 to 27.06.2014. The queries raised by the audit were of routine nature and some of them have already been complied with. Response from the UGC on compliance sent by the Centre is awaited.

4. Briefing on the Audit of the Center by the Auditors of the Comptroller & Auditor General (CAG) of India for the F. Y. 2013-2014

Mr. Harish Chandra, Administrative Officer (PA&F), briefed the members about the comprehensive test audit carried out by the Auditors of Comptroller & Auditor General of India during their visit to the Centre from 10.07.2014 to 25.07.2014 (16 days). However, the report from the CAG is awaited.

5. Presentation of Revised Budget Estimates for the F. Y. 2014-2015 and Budget Estimates for the F Y 2015-2016

Mr. Harish Chandra, Administrative Officer (PA&F), presented the revised budget estimates for the F Y 2014-15 and budget estimates of Centre for F Y 2015-16.

After detailed discussions and deliberations, members approved the following budget provisions for the Centre to cover expenditures for all its activities including establishment expenditures, e-Journal subscription, workshops and trainings, awareness programmes, conferences / conventions, union database creation, Shodhganga, construction of permanent institutional building and its maintenance, networking of the new building, setting up of IP, infrastructural facilities in the new building, operational requirement, procurement of furniture and fixtures and scientific equipment, etc.

Revised Budget Estimates for the F Y 2014-15	Projected (Rs.in Lakhs)	Allocated (Rs. in Lakhs)	Released (Rs. in Lakhs)	Budget Estimates for the F. Y. 2015-16	Projected (Rs. in Lakhs)
Non-Plan	623.00	Nil	160.00	Non-Plan	700.00
Plan	518.00	518.00	Nil	Plan	518.00

Budget Break-Up Of INFLIBNET Centre (Non-Plan)

	Actual Expenditure (2013-14)	Budget Estimates 2014-15)	Actual Expenditure (1 st Quarter) (April to June, 14)	Revised Estimates 2014-2015	Budget Estimates (2015-16)
(Rupees in Lakhs)					
A. REVENUE ACCOUNTS					
Establishment Expenses					
Salary: Existing Staff	235.25	310.00	81.40	335.00	350.00
Salary: Provision for Vacant / Additional posts likely to be filled up in Next Year	-	20.00	-	-	20.00
<u>Staff Loans</u>					
i) Scooter/Motor cycle	-	1.00	-	1.00	1.00
ii) Car Loan	-	4.00	-	4.00	6.00
iii) H.B.A.	-	20.00	-	15.00	15.00
<u>Travel</u>					
i) Domestic	2.65	20.00	1.04	5.00	10.00
ii) Foreign	-	5.00	-	5.00	5.00
Maintenance of Office Buildings / hostels	0.89	10.00	3.18	20.00	25.00
Office Expenses	151.25	160.00	23.50	180.00	200.00
Recruitment Expenses	5.24	6.00	0.55	6.00	6.00
Consumable Store & Spares	3.04	5.00	0.11	5.00	6.00
Maintenance of Office Equipment	0.84	2.50	0.48	3.00	4.00
Staff welfare	0.04	0.50	-	0.50	1.00
Hiring of Expert / Consultants	5.40	6.00	1.35	6.00	6.00
Total	404.61	570.00	111.61	585.50	655.00
Training/Conference/Seminars	4.26	30.00	-	20.00	25.00
Network Services and Facilities at Centre	3.00	35.00	1.32	5.00	6.00
Library Services at Centre	1.92	5.00	0.16	2.50	4.00

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Organization Development	-	10.00	-	10.00	10.00
Total of Non-Plan	413.80	650.00	113.09	623.00	700.00

Budget Break-Up Of INFLIBNET Centre (Plan)

Head of Accounts	Actual Expenditure (2013-14)	Budget Estimates (2014-15)	Revised Estimates (2014-15)	Budget Estimates (2015-16)
B. CAPITAL ACCOUNTS	458.79	300.00	518.00	518.00
Total of Capital Accounts :	458.79	300.00	518.00	518.00
C. E-Subscription Scheme/ Digital Repository of Research	11728.27	17839.00	16950.00	18171.00
N-LIST			3869.00	3933.00
Total of E-Subscription	11728.27	17839.00	20819.00	22104.00
E. ETD in universities (Shodhganga)	64.99	278.00	278.00	300.00
Total of ETD	64.99	278.00	278.00	300.00
F: Institutional Building construction	937.91	817.00	192.40	-
Total of Institutional Building Construction	937.91	817.00	192.40	-
Total of Plan	13189.96	19234.00	21807.00	22922.00
Grand Total (Non-Plan + Plan)	13603.76	19884.00	22430.40	23622.00

6. Presentation of the Audited Accounts for the F. Y. 2013-2014

Shri Harish Chandra, Administrative Officer (PA&F) presented audited accounts of the Centre for the F. Y. 2013-2014. Members noted that Centre has incorporated the suggestions given by the CAG auditors during their visit in Sep/Oct 2013. The accounts have been audited by M/s. Deepak Jayantilal Shah & Co., Chartered Accountants, Ahmedabad appointed by the Centre with the approval of Finance Committee to audit accounts of the Centre. After a brief discussion and deliberations Finance Committee approved the audited accounts of the Centre for the year 2013-14.

7. Ratification of DA/DR and Bonus Payments

Administrative Officer (PA&F) briefed the members about payment of DA/DR to its employees and pensioners as per the notifications of the GOI. Committee approved the same.

8. Service Tax Matter

Administrative Officer (PA&F) briefed the members about amendment made in union budget for the year 2014-15 regarding withdrawal of exemption on service taxes given to services render by/ or to educational institution. Accordingly the service tax

will now be applicable on a number of activities and services of the Centre including i) SOUL software & services; ii) Associates Membership Fee for UGC-Infonet DLC; iii) N-List Membership Fee; iv) Fee charges for Training Programme and Workshops, etc.; and v) Consultancy from Universities / other organizations etc. In addition, Centre is also paying service tax for Rent-a-Cab, Works Contract Services, Renting of Guest House / Renting of Immovable property, Legal Consultancy Services and Information Technology Software Services. The Center has obtained advice of M/s. J. H. Mehta & Co., CA on service tax matter. He suggested that, Centre may out source and get the services of an Accountants firm to comply with service tax related matters. Members after a brief discussion approved the proposal for out sourcing the work of service tax related matters to a Chartered Accountants firm.

9. Writing-off of Obsolete Unserviceable Items

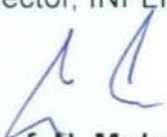
After brief discussion and deliberations, the Finance Committee recommended writing off of obsolete and unserviceable items costing Rs. 11,07,917.00. Members were informed that depreciated value of these items will be taken into account to record in books of accounts while writing off. The depreciated value of these items will be reported in the 22nd Meeting of the Finance Committee.

10. Writing Off of Old and Untraceable books

The members of the Finance Committee recommended writing off of 15 books costing Rs. 5090.00 considering the fact that lost of books is within permissible limit prescribed in the GFR Rule No. 194(ii) GOI which provides for loss of 5 books per 1000 books issued / consulted per year in a library.

Meeting ended with the vote of thanks to the chair.


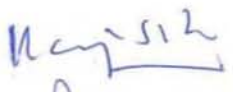




(Dr. Jagdish Arora)
Director, INFLIBNET Centre

 1.9.14
(Prof. N. Mukunda)
Chairman, FC & GB, INFLIBNET Centre.


(Harish Chandra)
Administrative Officer (PA&F)
Non-Member, Secretary, FC

Information and Library Network Centre

An IUC of University Grants Commission
GANDHINAGAR – 382 007

ATTENDANCE SHEET		
21 st Meeting of the Finance Committee of INFLIBNET Centre held on 22 nd August, 2014 at INFLIBNET Centre, Infocity, Gandhinagar		
Sr. No.	Name of the Finance Committee Member	Signature
✓ 01.	Prof. N. Mukunda Chairman, FC & GB of INFLIBNET Centre Chairman, FC	
✓ 02.	Mr. Upamanyu Basu, IRS Secretary (Ic) & Financial Advisor University Grants Commission Bahadur Shah Zafar Marg, New Delhi	-
03.	Dr. (Mrs.) Manju Singh Joint Secretary University Grants Commission Bahadur Shah Zafar Marg, New Delhi	
✓ 04.	Dr. R. K. Chadha Addl. Secretary (Lok Sabha) G136, Parliament Library Building, Lok Sabha Secretariat, Parliament House Complex, New Delhi	
✓ 05.	Prof. (Dr.) Jaspal Singh Sandhu Secretary University Grants Commission Bahadur Shah Zafar Marg, New Delhi	-
06.	Dr. Jagdish Arora Director INFLIBNET Centre Gandhinagar	
✓ 07.	Shri Ashok Kumar Rai Scientist – D (CS) INFLIBNET Centre Gandhinagar	
08.	Shri Harish Chandra Admn. Officer – (PA&F) & Non-Member Secretary FC INFLIBNET Centre Gandhinagar	