

## National Institute of Technology Sikkim

Minutes of the 2<sup>nd</sup> meeting of the Finance Committee of the National Institute of Technology Sikkim was held on 27<sup>th</sup> November 2015 at 03:00 pm at Board Room IIT Kharagpur Extension Centre, Salt Lake, Kolkata.

The following members of the Finance Committee (FC) and invitees were present in the meeting:

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| 1. Dr. Ratan Kumar Sinha                    | Chairman |
| 2. Prof. A B Samaddar, Director, NIT Sikkim | Member   |
| 3. Shri Ramesh Sharma (Over Telephone)      | Member   |
| 4. Shri Ram Nepal, Asst Registrar           | Invitee  |

The members/representatives of MHRD were granted leave of absence from the meeting on account of their preoccupation.

The meeting started with a welcome note from the Chairman to all members and a note of thanks to the members for taking time for attending the valuable meeting.

The discussion held/ decision taken in the meeting are as follows:

**Item No. 02.01: To confirm the minutes of the 1<sup>st</sup> meeting of the FC held on 14<sup>th</sup> April 2015 in Meeting Room of NIT Sikkim, Ravangla, South Sikkim.**

The minutes of the first finance committee meeting of NIT Sikkim was presented before the FC for the confirmation. The FC confirmed the minutes of the first FC meeting.

**Item No. 02.02: To report the actions taken on the agenda/decisions taken in the meeting of the Finance Committee held on 14<sup>th</sup> April 2015.**

Agenda item	Decision	Action
<b>01.02</b>	To consider the recommendation of the Building and Works Committee (BWC)	Estimate have been received for several approved works, and order has been placed/ or being placed as being examined.
<b>01.03</b>	To consider the Actual Expenditure for Financial Year 2014-15 and estimated expenditure for the year 2015-16	The final books of accounts have been prepared duly engaging the CA firms. The expenditure has been booked and accounts maintained under the approved head of BE 2015-16.
<b>01.04</b>	To Consider the audited Annual Accounts of 2013-14	The Annual Accounts has been audited by AG Sikkim and submitted the final Separate Audit Report (SAR) 2013-14 and draft SAR for 2014-15.



**Item No. 2.03: To consider the audited Annual Accounts of 2014-15**

The final Separate Audit Report (SAR) by the AG Sikkim for the Financial Year 2013-14 was discussed in detail by the FC. The Chairman enquired in detail on the audit para regarding fraudulent withdrawal of cheques. It was informed that the amount was duly returned by SBI after continuous follow-up by the Director at the highest level at SBI. Hence, it was resolved that the Institute may not get into the Bank's functioning, and that the Institute has taken up its action fully, which is satisfactory.

The audited annual accounts (revised) for the financial year 2014-15 was presented before the FC along with the draft SAR from AG Sikkim and the replies to the draft SAR. The FC noted a total expenditure of Rs 703.52 lakhs for the financial year excluding a capital advance of Rs 551 lakhs (CPWD mobilisation advance) and other prepaid expenses and advances. The committee took note of the observations of the audit and a question was raised on the procedural lapses in the accounting for the Financial Year 2014-15. It was informed that the new format for accounting for Central Higher Education Institutes had been adopted for accounting for the year and that the shift from old format to new format led to some difference of opinion with the AG, which are being sorted out.

The replies against the Draft Audit report were placed before the FC. The FC was satisfied with the replies so presented. It was informed that the final SAR for the year 2014-15 would be placed before the FC after the receipt of the same.

The FC noted that the observations were almost all of procedural nature and that the replies sent to the AG as presented before the FC was found to be satisfactory. The FC approved the annual accounts for the Financial Year 2014-15. However it was observed that most of the Audit observations could have been avoided if it were prepared with a little bit of caution and knowledge. The Director informed that a new person has taken over the responsibility of accounting, and such things will be taken care of now. The new person will also be sent for training for familiarisation with new Accounting System as also suggested by the FC.

**Item No. 2.04: ~~X~~ To consider the expenditure as on 31<sup>st</sup> October 2015, Revised Budget Estimate for Financial Year 2015-2016.**

The FC in its First meeting had approved a Budgeted expenditure of Rs 3746.17 Lakhs for the budget year 2015-16. The FC discussed the revised budget presented for the financial year 2015-16 amounting to Rs 2105.68 lakhs. The revised budget was discussed in detail and the revised budget of Rs 2105.68 lakhs was approved. The actual expenditure of Rs 486.75 lakhs as on 31st October 2015 was also considered by the FC.





**Item No. 2.05 : To consider Budget Estimate for 2016-17**

The FC deliberated upon the budget estimates for the financial year 2016-17 placed before it. It was informed that a provision of Rs 1000 lakhs had been made for the development of site and construction of boundary wall if the land for permanent campus is allotted and handed over. The budgeted total expenditure of 4626.74 lakhs for the Financial Year 2016-17, including Non-recurring Expenditure of Rs 3319.69 lakh (including the cost of site development and boundary wall at permanent campus) and Recurring Expenditure of Rs 1307.05 lacs was approved by the FC.

**Item No. 2.06: AoB with permission of the Chair**

No other business was taken up.

  
(A B Samaddar)  
Director

Approved,  
  
(R. K. Sinha)  
Chairman  
Finance Committee  
NIT Sikkim