



## Indian Institute of Information Technology, Design and Manufacturing, Kancheepuram

**Minutes of the 35<sup>th</sup> Meeting of the Finance Committee held at 11.30 A.M. on Thursday, 10th November 2022, through hybrid mode.**

### Members Present

Prof. S.Sadagopan	---	Chairman
Prof. S Narayanan	---	Member
Prof. M V Kartikeyan	---	Member
Shri. Anil Kumar	---	Member
Shri Sumit Gakhar	---	Member
Dr. S Murugiah	---	Member
Shri. Chandan Kumar Prusty	---	Secretary

The Chairman welcomed all members to the meeting. The Finance Committee welcomed new Director Prof. M.V.Kartikeyan and Shri Sumit Gakhar, Deputy Secretary(IIITs), Ministry of Education as a ministry representative to the finance committee. The Finance Committee placed on record the contributions made by the outgoing Director Prof. DVLN Somayajulu.

<b>FC 35 (2022)-1</b>	<b>To Confirm the proceedings of the last (34th) meeting of the Finance Committee held on 09th June 2022.</b>
	The proceedings of the last (34th) meeting of the Finance committee held on 09th June 2022 were circulated to all members of the FC after approval by the Chairman, Finance Committee.  <b>No comments were received thereafter and the proceedings of the 34th Finance committee meeting held on 09th June 2022 were confirmed. (Annexure-1).</b>
<b>FC 35 (2022)-2</b>	<b>To ratify and recommend to Board for Approval of the certified Annual Accounts of IIITDM Kancheepuram for the FY 2021-22</b>

The annual accounts of IITDM Kancheepuram for the year 2021-22 was prepared in the prescribed format and was approved by the Finance Committee in the 34th meeting held on 09th June 2022. The approved annual accounts were submitted to Principal Director of Audit (Central) Chennai for issue of Audit certificate.

After due audit by the CAG, the draft separate audit report was received on 19/07/2022 for compliance. Based on audit observation, changes wherever necessary was incorporated in the annual accounts. With the approval of Chairman,BoG, the revised annual accounts along with the reply were sent to Principle Director of Audit (Central) Chennai for issue of audit certificate.

The final Separate audit report was received from the Office of the Principal Director of Audit (Central), Chennai on 29/09/2022.

The audit observation and the para wise reply is enclosed as **Annexure-2**. The revised certified annual accounts along with the audit certificate is enclosed as **Annexure-3**.

**The Finance Committee advised the institute to rectify the audit paras on timely basis so that they are not reflected on the SAR. The committee further, directed the institute to remit back the interest earned on the govt. grants.**

**The Finance Committee deliberated and recommended to Board for approval of revised Annual Accounts of IITDM Kancheepuram for the year 2021-22.**

**FC 35 (2022)-3**

**To ratify and recommend to Board for approval of the Revised Estimate 2022-23 and Budget Estimate 2023-24**

It is submitted that Revised Estimate 2022-23 and the Budget Estimate 2023-24 needs to be submitted to MoE for finalization of budget in the month of September every year for incorporation by MoE in their demand for grant to Ministry of Finance, Government of India. In this regard, the MoE vide letter no. F. No. 55-2/2022 TS.I Dated- 09th September 2022 requested to submit Revised estimate and budget estimate for the year 2022-23 & 2023-24 respectively.

Accordingly, the following in the Revised Estimate 2022-23 \and the Budget Estimate 2023-24 were prepared and after due approval of the Director, the same was sent to the Ministry of Education.

<b>(i) Revised Estimate 2022-23</b>		<b>Amount (Rs. in Crores)</b>	
<b>Head</b>	<b>Allocation for 2022-23</b>	<b>Revised Estimate 2022-23</b>	
OH 35 Creation of Capital Asset	4.00	13.25	
OH 31 Grants in Aid General	14.39	14.90	
OH 36 Grant in Aid Salaries	18.36	19.68	
<b>Total</b>	<b>36.75</b>	<b>47.83</b>	

<b>(i) Budget Estimate 2023-24</b>		<b>Amount (Rs. in Crores)</b>	
<b>Head</b>	<b>Allocation for 2023-24</b>	<b>Revised Estimate 2023-24</b>	
OH 35 Creation of Capital Asset		14.00	
OH 31 Grants in Aid General		18.00	
OH 36 Grant in Aid Salaries		24.28	
<b>Total</b>		<b>56.28</b>	

	<p>The detailed break up for the above table is attached in <b>Annexure- 4</b>.</p> <p><b>The Finance Committee advised the Institute/Accounts section that since the preparation of Budget Estimate is a regular affair and needs to be submitted in the month of September/October every year to Ministry, the Budget estimates may be prepared well in advance in the month of August and submitted to Finance committee for detailed discussion in the matter.</b></p> <p><b>The Finance Committee discussed and ratified the Revised Estimate for the year 2022-23 &amp; Budget Estimate for the year 2023-24.</b></p>
<b>FC 35 (2022)-4</b>	<b>To discuss and approve the revised rate of Dearness allowances from 34% to 38% with effective from 01/07/2022</b>
	<p>The Department of Expenditure, Ministry of Finance vide OM No. 1/3/2022-E-II (B) dated 03<sup>rd</sup> October 2022 revised the rate of Dearness Allowance from the existing rate of 34% to 38% of the Basic pay from 01/07/2022.</p> <p>The institute generally adopts the DA rates notified by the Ministry of Finance after due approval of FC and BOG. The copy of the OM is attached in <b>Annexure-5</b> for the reference.</p> <p><b>The Finance Committee took the note of the comments of the ministry that the matter is under consideration of the Finance Division of the Ministry and a separate order will be issued in this regard.</b></p>
<b>FC 35 (2022)-5</b>	<b>To ratify the use of Rs. 52,660/- out of overhead amount for the purchase of equipment in the SERB – SRG project.</b>
	<p>It is submitted that Dr. Ram Prasad Padhy is having a project from SERB, DST with a outlay of Rs. 9,00,000/- under Equipment head for the purchase of Lidar and High performance GPU system. The Lidar item was purchased for Rs. 3,21,300/- leaving a balance of Rs. 5,78,700/- for the purchase of High performance GPU system.</p> <p>In this regard, it to submit that the GST rate at the time of submitting proposal was 5% (concessional rate) which was enhanced to 18% with effect from 18/07/2022. Due to which, the cost of high performance GPU system was increased to Rs. 6,51,360/- including of 18% GST which resulted to a shortfall of Rs. 72,660/- under equipment head.</p> <p>Since the payment of GST is a statutory liability and to meet out the shortfall, Rs. 20,000/- was used from the Contingencies head with the concurrence of the Project Investigator and the balance of Rs. 52,660/- was used from the overhead after due approval from the Director</p> <p><b>The Finance Committee ratified the utilization of the overhead amount to meet out shortfall for the purchase of equipment under project. Further, the director has been empowered to approve such similar cases in respect of honoring of statutory payments out of the overhead amount and the Finance Committee directed to place the details of similar cases for ratification on a quarterly basis.</b></p>
<b>FC 35 (2022)-6</b>	<b>To discuss for fixation of water charges for Faculty quarters at IITDM Kancheepuram Campus</b>

	<p>Gulmohar enclave of the institute is (G+14 floor) having 80 no. of dwellings units (ie: A block 40 nos. &amp; B block 40 nos.). Of this, 76 dwellings have been allotted for institute faculty &amp; staffs. 4 are utilized for Guest house and Director residence.</p> <p>As per the Govt. of India guidelines, water charge is to be collected from occupants of the quarters. Accordingly, the matter was placed in the 27th BWC and the BWC, recommended for collecting Rs. 400 in case of 3 BHK and Rs. 300 for 2 BHK. A copy of the minutes is placed as annexure-5. (R.No. BWC 27(2022)-05, 27th BWC, dt: 13.04.2022).</p> <p>There is a separate rate issued for the unmetered consumers issued by the CMWSSB which is Rs. 80/- per month / per flat.</p> <p>The tariff issued by the CMWSSB is enclosed in <b>Annexure-6</b>.</p> <p><b>The Finance Committee discussed in detail and was of the opinion that the rate recommended by Building and Works Committee is on a higher side. In this regard, the Finance Committee referred back the matter to BWC for consideration and re-fixing the water charges taking into account the actual expenses incurred by the institute.</b></p>
<b>FC 35 (2022)-7</b>	<b>To discuss and adopt the revised electricity charges fixed by TANGEDCO for Faculty quarters</b>
	<p>Gulmohar enclave of the institute is (G+14 floor) having 80 numbers of dwellings units (ie: A block 40 nos. &amp; B block 40 nos.). Of this, 76 dwellings have been allotted for institute faculty &amp; staffs. 4 are utilized for Guest house and Director residence.</p> <p>There is no separate LT connection for the faculty quarters. The electricity is being supplied from the HT connection of the institute for which the tariff of I-C was adopted for collection of the electricity charges from the Faculty quarters. The revised rate of HT connection is Rs. 7.00 per unit and Rs. 550/- per KVA per month.</p> <p>The institute has so far been collecting electricity charges as per tariff I-C of TANGEDCO applicable for residential colonies at Rs. 4.60 per unit which has been revised to Rs. 8.00 per unit.</p> <p><b>The Finance committee discussed and recommended to collect electricity charges at the rate of Rs.7/- per unit from the occupants of the faculty quarters and all others vendors uniformly.</b></p>
<b>FC 35 (2022)-8</b>	<b>To discuss and adopt the Teaching and Learning Center (TLC) makerspace usage charges and membership fees</b>
	<p>The Teaching Learning Centre (TLC) at IIITDM is currently operating a makerspace established under the PMMMNTT scheme of MoE which was funded until March 2021. The MoE further requested to sustain the TLC activities beyond this time without further support from MoE on self-sustenance mode through a letter F.No.1-1-/2021-PN.II dated 30<sup>th</sup> September 2021.</p> <p>In view of this, the executive committee of the TLC at IIITDM has surveyed the prevailing</p>

	<p>makerspace membership fee and usage charges from Indian and International academic and commercial makerspaces and finalized a proposal for TLC makerspace usage charges and membership fees. The proposal is enclosed in <b>Annexure – 7</b>.</p> <p><b>The Finance Committee discussed and directed the institute to present the consolidated rates for ease of understanding by the Finance Committee in the next meeting.</b></p>
<b>TABLE ITEM 01</b>	<b>To ratify the expenditure incurred for the 10th Convocation held on 10/09/2022.</b>
	<p>The 10<sup>th</sup> convocation of the institute was held on 10/09/2022. In this regard, it is submitted that the BoG had earlier sanctioned the estimated expenditure of Rs. 75,00,000/- .</p> <p>The actual expenditure incurred is Rs. 99,75,696/- which is in excess of Rs. 24,75,696/-. The head wise expenses are given in the <b>Annexure 8</b>.</p> <p><b>The Finance Committee discussed and ratified the excess expenditure of Rs. 24,75,696/- incurred on account of additional arrangements of DG set, planting of jack system etc due to sudden rain during the 10<sup>th</sup> Convocation of IITDM Kancheepuram.</b></p>
<b>TABLE ITEM 02</b>	<b>To discuss regarding the recommendation of the committee constituted to ensure transparency in procurement of goods and services</b>
	<p>The Director, IITDM Kancheepuram has constituted a committee vide O.M no IITDM/D.Office/2022 Dated. 31/10/2022 for the recommendation to ensure transparency in procurement of goods and services. The said committee met on 04/11/2022 (Friday) at 03.30 P.M and discussed in detail about the subject matter of the above O.M.</p> <p>The report submitted by the committee is attached in <b>Annexure-9</b>.</p> <p><b>The Finance Committee discussed and directed to prepare a Purchase manual / woks manual of the institute incorporating the recommendation of the committee. The same may be placed before the next Finance Committee meeting.</b></p>

The meeting concluded with thanks to the Chair.

Sd/-  
(Chandan Kumar Prusty)  
Secretary

Sd/-  
(Prof. M.V.Kartikeyan)  
Director

Sd/-  
(Prof. S. Sadagopan)  
Chairman