



Minutes of Meeting for 2nd Finance committee held on 26th May, 2020

The Committee Members:-

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| 1. Dr. V. Ravichandiran,
Director (Additional Charge) NIPER-Hajipur | - | Chairman |
| 2. Dr. Syamal Roy, Dean and Professor, NIPER-Kolkata | - | Member |
| 3. Dr. Kislay Kumar Sinha, Principal Scientist,
VNR Seeds Pvt. Ltd, Raipur | - | Member |
| 4. Dr. Om Prakash Roy, Principal, L.S. College, Muzaffarpur | | Member |
| 5. Dr. Debabrata Mandal, Assoc. Prof. NIPER-Hajipur | - | Member |

1. The meeting started at 11.000 AM through zoom link. Respected Director chaired the meeting and briefly introduced all the members and invited them on behalf of NIPER-Hajipur for the second Finance Committee.
2. The Agenda topics were shared one by one to all the members and discussed mutually. The detailed agenda and related annexures supporting the agenda topics were shared with all members earlier by email on 25th May 2020. NIPER-Hajipur has an unspent balance of 384.00 lac in Capital Head and 118.00 lac in Recurring Head from previous financial year. To utilize that money a list of instruments for purchase with recommendations from NIPER-Hajipur and inter NIPER Purchase Committee was proposed. The Finance Committee unanimously agreed with that proposal and recommended that the unspent money should be utilized as proposed.
3. Respected Director shared his views regarding use of repeat purchase order for equipments which has been done by other NIPER recently. It will speed up the process of purchase at NIPER-Hajipur for those instruments. The Finance Committee also agreed to that recommendation.
4. Since NIPER-Hajipur GeM portal is not active recently NIPER-Kolkata GeM portal was used for tendering of few Pharmacology and Toxicology department instruments. The Finance Committee recommended that all the instruments which are available in GeM and required by NIPER-Hajipur should be purchase through NIPER-Kolkata GeM. Once the NIPER-Hajipur GeM portal is active the same procedure can be followed from the parent institute.
5. The Finance Committee also recommended that instruments which are not available through GeM or repeat order should be tendered after getting specifications, it available, from other NIPERs for those instruments .
6. Revised fellowship for Ph.D students which was due from January 2019 was cleared during April 2020. Also SRC examinations was conducted and based on the approval of the

committee JRF to SRF promotion was given along-with fellowship arrears as applicable in NIPER Act. The Finance Committee unanimously agreed to that.

7. For Pharmacology and Toxicology department the Ethical Committee for Animal House was created, detail construction plan with budget was shared with CPWD Patna for their necessary action. It was also shared with the Finance Committee. Expenditure for Pharmacology and Toxicology laboratory set up and furniture was shared with Finance Committee. The committee agreed that NIPER-Hajipur should go ahead with the proposed plan of Animal House and laboratory set up immediately.
8. Annual Accounts for the Financial Year 2018-19 was not submitted earlier. The same has been submitted recently. Also, Annual Accounts for financial year 2019-20 is almost complete and will be submitted very soon. The Finance Committee congratulated Competent Authority of NIPER-Hajipur for execution and quick action on Annual Accounts which was pending for long time.
9. Respected Director shared his views related to non submission of utilization certificate (UC) and Statement of Expenditure (SoE) for financial year 2018-19, 2019-20 respectively. The UC and SoE were recently submitted to DoP with all the details. The Finance Committee approved to that unanimously.

The meeting ends with vote of thanks from Dr. Mandal.

Sd/-
Dr. V. Ravichandiran,
Director Additional Charge NIPER-Hajipur
(Chairman)