

**Minutes of the 34th Finance Committee meeting of Indian Council of
Philosophical Research held on January 3, 2024 at 12.00 hrs at ICPR Office,
New Delhi**

The 34th Finance Committee meeting of the Council was held at 12.00 noon, on January 03, 2024 (Wednesday) at ICPR Office, New Delhi.

The following members were present:

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| 1. Profesor Sachichidanand Mishra
Member-Secretary, ICPR | Chairman of the Finance Committee |
| 2. Shri Ambrish Kumar
Under Secretary (ICR), MoE | Representative of the Secretary, MoE |
| 3. Shri Vivek Kumar,
Under Secretary (IFD), MoE | Representative of the Financial Advisor, MoE |
| 4. Dr. Pooja Vyas
Director (A&F) - I/c, ICPR | Member-Secretary of the Finance
Committee |

**Item No.1: To confirm the minutes of the Finance Committee meeting held
on March 13, 2023**

Comments of Integrated Finance Division:

Subject to strict compliance of the relevant statutory provisions and also strict compliance of the related Government of India Instructions and guidelines including those issued by the Central Vigilance Commission, the minutes may be confirmed.

Decision:

The Finance Committee approved the minutes of the Finance Committee held on March 13, 2023.

**Item No.2: To report about the Action Taken on the minutes of the Finance
Committee meeting held on March 13, 2023**

Comments of ICR Division:

Upon the action taken report on the Item No.4, it was recommended to resolve the matter of ICPR Publication lying with distributors by April, 2023 and present its report in the next Finance Committee. However, the matter is still shown to be under process. A clarification in this regard may be provided to the Committee.

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Item No.11: The Committee may consider the report of the ICPR's Committee constituted for re-examination of the matter regarding condoning of expenditure incurred by organizer of a Seminar, which could not take place due to lockdown implemented in the country.

Comments of Integrated Finance Division:

Subject to strict compliance of the relevant Statutory provisions and also strict compliance of the related Government of India Instructions and guidelines including those issued by the Central Vigilance Commission, the minutes may be confirmed.

Decision:

On Item No.4, Chairman of the Committee informed that due to non-availability of members at one time, the council was not able to hold meeting. The Council will hold this meeting in this month and report the action taken in the next meeting.

On Item No.11, the Finance Committee discussed the report submitted by Council staff regarding condoning of expenditure incurred by organizer of a Seminar, which could not take place due to lockdown implemented in the country and recommended the proposal for condoning of expenditure be sent to Ministry of Education for consideration and approval.

The Finance Committee discussed the other part of Action Taken Report of the Finance Committee held on March 13,2023 and noted the action taken by the Council.

Item No.3: To approve Annual Accounts of the Council for the year 2022-23

Comments of ICR Division:

May be considered as per rules. Timelines prescribed in GFR, 2017 for submission for submission of Annual Report and Annual Accounts in Parliament through Administrative Ministry may be strictly adhered to.

Comments of Integrated Finance Division:

Approval of Finance Committee has to be taken before submitting Annual Accounts to DGACR. Therefore, ICPR is advised to strictly follow the procedure before submitting the Annual Accounts to DGACR.

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Decision:

The Council assured that from next financial year the Annual Accounts will be sent to DGACR only after the approval of the Finance Committee.

The Finance Committee approved the Annual Accounts of the Council for the year 2022-23.

Item No.4: To purchase the following capital assets for ICPR Office, New Delhi

Comments of ICR Division:

Institute should adhere to the GFR 2017 in letter and spirit. All items should be purchased through GeM Portal only within through GeM Portal within the available budget provisions. If ICPR already possess these items then new items may be purchased only when old items are irreparable. Old and irreparable items may also be disposed of while procuring newer items.

Comments of Integrated Finance Division:

May be considered for approval after detailed discussion in the meeting as per GFR2, 2017 and other relevant GoI instructions. The purchase should strictly be done through GeM only.

Decision:

The Finance Committee granted approval for purchase of following assets are required for office purpose as per GFR 2017 and other through GeM:

Sr. No.	Particulars of Item	Number
1.	Air Conditioners	04
2.	Chairs: Visitors	06
	Staff	06
3.	Photocopier	01
4.	Almirah	04
5.	Fridge	01
7.	Steel Racks	08
8.	Lap Top	01

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Item No.5: Installation of audio-video system at ICPR Conference Hall, Darshan Bhawan, New Delhi

Comments of ICR Division:

GFR 2017 for procurement should be followed. The agenda mentions that an order for supply of the audio-video system costing Rs.21.00 lakhs has already been placed to M/s Ambica Electricals after inviting financial bids on GeM Portal.

It is submitted that the matter should first have been placed before the Finance Committee for its consideration, before placing the order. May be considered within the allocated budget.

Comments of Integrated Finance Division:

May be considered for approval after detailed discussion in the meeting as per GFR2, 2017 and other relevant GoI instructions. The purchase should strictly be done through GeM only.

Decision:

The Finance Committee approved purchase of audio-video system at ICPR Conference Hall, Darshan Bhawan, New Delhi.

Item No.6: To report about the Budget Allocation and expenditure incurred upto October 25, 2023 for the year 2023-24

Comments of ICR Division:

May be considered within the allocated budget.

Comments of Integrated Finance Division:

May be noted after detailed discussion in the meeting.

Decision:

The Finance Committee noted the expenditure statement as on January 01, 2024.

Item No.7: To Consider the Audit report and final Audit Certificate of the accounts of the council for the Financial Year 2022-23.

Comments of ICR Division:

The Separate Audit Report (SAR) of GAR for the F.Y. 2022-23 mentions that ICPR received other income of Rs.4.15 crore. Details of such income may be presented before the Committee.

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Comments of Integrated Finance Division:

It is seen that some of the audit observations are being pointed out since 2016-17 and ICPR has not taken any action so far in this regard. This need to be clarified/explained in the meeting.

Decision:

The Council representative informed on the comments of the IFD that most of the observations pointed out by the audit has been settled.

The Finance Committee noted the Audit report and final Audit Certificate of the accounts of the Council for the Financial Year 2022-23.

Item No.8: To report about the obsolete items lying in the ICPR premises

Comments of ICR Division:

May be considered as per rules.

Comments of Integrated Finance Division:

May be discussed in detail in the meeting as per GFRs, 2017 and other relevant GoI instructions.

Decision:

The Ministry representative pointed out that the Reserve Value calculated by the Council is not correct. The Council representative informed the Ministry representative that the same was pointed out by the Ministry of Education Audit team and on the basis of their advice the same has been recalculated of unserviceable items of ICPR Delhi and Lucknow Office and the copy of the same is submitted to Finance Committee members for approval.

The Finance Committee approved the condemnation of obsolete items.

Item No. 9: Regarding closing of ICPR CPF accounts and transferring the balance fund to ICPR Main Account

Comments of Integrated Finance Division:

May be discussed in the meeting as per relevant GoI instructions/guidelines.

Decision:

The Finance Committee discussed the item in details and recommended that Council may send the proposal to Ministry of Education for maintaining Corpus Fund by transferring funds lying in another accounts other than main account with all the details for consideration and approval before closing the account.

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Item No.10 Regarding settlement of LTC All India for the block year 2023-24 of Smt. Toshi Trivedi, Computer Assistant-cum-Cataloguer (CACC), ICPR Academic Centre, Lucknow

Comments of Integrated Finance Division:

Detailed proposal may be sent to Ministry of Education for consideration as powers to grant relaxation in air travel vests in JS&FA only.

Decision:

The Finance Committee recommended to send the proposal to Ministry of Education for consideration and approval regarding Smt. Toshi Trivedi, CACC availing LTC by booking air tickets through Yatra.com instead of authorized vendors of Government of India.

Any Other Item

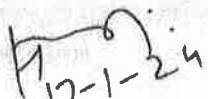
Item No.11 Payroll services from outsourcing Agency

The Finance Committee discussed in details the services taken from private vendors for more than 25 years for preparation of Payroll Generation, Pay Slip, Salary Chart, Income Tax Calculation and Form 16, Generation of EPF Returns and Filing of e-TDS return which have been objected by Ministry of Education Internal Audit in their draft memo conducted in December 2023.

The Finance Committee approved the request of the Council to extend the services of present firm up to the of this financial year i.e. March 31, 2024 for preparation of pay roll etc. and during this period the firm will train the present staff for preparation of Pay Roll, Pay Slips and Salary Sheet.

The meeting ended with vote of thanks to the Chair.


17/01/2024
(Pooja Vyas)


17-1-24
(Sachichidanand Mishra)