

14th Finance Committee Meeting Himachal Pradesh National Law University, Shimla

Minutes of the Meeting June 2, 2023

The 14th Meeting of the Finance Committee, HPNLU Shimla was held on June 2, 2023 at 11:00 A.M. The Meeting was presided by Professor (Dr.) Nishtha Jaswal, Vice-Chancellor, HPNLU Shimla.

Following members were present:


1.	Professor (Dr.) Nishtha Jaswal, Vice-Chancellor, HPNLU	Chairperson
2.	Prof. (Dr.) Vijender Kumar, Vice-Chancellor, Maharashtra National Law University, Nagpur	Member
3.	Sh. Ajay Kumar Sharma, Chairman Bar Council of Himachal Pradesh	Member
	Prof. S.S. Jaswal, Registrar, H.P. National Law University, Shimla	Secretary

Note: -

1. The Secretary (Finance) to Government of Himachal Pradesh could not attend the Meeting
2. LR-Cum Secretary (Law) to the Government of Himachal Pradesh

PROCEEDINGS OF THE MEETINGS

Item No. 1	To confirm the Minutes and Action Taken Report of the 13th Meeting of the Finance Committee held on February, 24 2023.	
Agenda Note	Discussion	Decision
The Vice Chancellor placed the minutes and action taken report of the 13 th Finance Committee Meeting before the members of the Finance Committee.	<p>The Vice-Chancellor explained the details of the minutes of the last meeting and presented the Action Taken Report.</p> <p>Hon'ble Member Professor Vijender Kumar suggested opined that the University should take undertaking on a Performa while granting arrears or any other financial benefit.</p> <p>The Vice-Chancellor the appraised the members that the University is already following the same.</p>	After a brief deliberation over the minutes along with the Action Taken Report, the same were confirmed.
Item No. 2	To consider and approve the proposal for payment of remuneration to the evaluators of Research Proposals of a candidate for admission to the Ph.D. in Law Programme.	
Agenda Note	Discussion	Decision
The Vice-Chancellor placed the agenda item before the Finance Committee to consider and approve the proposal for payment of remuneration to the evaluators of Research Proposals of a candidate for admission to the Ph.D. in Law Programme.	<p>The Vice-Chancellor apprised before the esteemed Finance Committee as per PART-III of the Himachal Pradesh National Law University, Shimla Academic Regulations, 2019, the admissions to the Ph.D. Programme in Law involves evaluation and weightage given to research proposal submitted by the candidate. The proposals are evaluated by members of the Research Advisory Committee. However, the Regulations do not provide for payment of remuneration to the evaluators of the research</p>	<p>After thorough deliberations, the members of the Finance Committee unanimously resolved to approve the amendment in the Annexure-B of Academic Regulations, the payment of honorarium/remuneration @ Rs. 500/- per research proposal to the evaluators. The evaluators shall be only the external members of the RAC.</p> <p>The Committee unanimously recommended the same to the Executive Council for approval.</p>




	<p>proposals.</p> <p>She proposed that Annexure-B of the Academic Regulations may be amended to provide for payment of honorarium/remuneration @ Rs. 500/- per research proposal to the evaluators.</p> <p>The matter was thoroughly deliberated by the members and resolved to approve the same.</p>	
--	--	--

Item No. 3 **To consider and give ex-post facto approval for the expenditure being incurred for the construction of University Main Gate out of the funds of the University.**

Agenda Note	Discussion	Decision
<p>The Vice-Chancellor placed the agenda item before the Finance Committee to consider and approve and give <i>ex-post facto</i> approval for the expenditure being incurred for the construction of University Main Gate out of the funds of the University.</p>	<p>The Vice-Chancellor apprised the esteemed members that the University is in its 7th year of existence and the integrated campus of the University has been partially constructed. The University has been requesting to the State Government and its agency for construction of main gate of the University. However, the same has not been constructed so far. The matter has been discussed in the 5th Meeting of Building and Construction Committee of the University headed by Hon'ble Mr. Justice Sandeep Sharma, Judge, High Court of Himachal Pradesh held on 15th March, 2023. The Committee unanimously resolved that the Main Gate shall be constructed by the HP PWD and necessary A/A and E/S will be accorded by the University.</p> <p>The Vice-Chancellor submitted that budget for the financial year 2023-2024 was approved by the</p>	<p>After thorough deliberations, the members of the Finance Committee unanimously resolved to approve the agenda item authorizing University to incur the expenses for the construction of main gate of the University.</p> <p>The Committee recommended the same to the Executive Council for its approval.</p>




	<p>esteemed committee in its meeting held on 24th February, 2023. The same was also approved by Executive Council in its meeting held on 24th February, 2023. The budget contains sanction of Rs. 4 Crores under the heading capital expenditure. The University, therefore, initiated process for the construction of the main gate of the University and the expected expenditure is about Rs. 25 Lakh. The construction is being implemented by HPPWD.</p> <p>She requested to the esteemed members that to consider and give ex-post facto approval for the expenditure up to Rs. 25 Lac out of the budget head sanctioned for capital expenditure in the Financial Year 2023-2024.</p> <p>She pertinently mentioned that the construction of main gate has become imminent necessity in the light of number of instances of indiscipline and illegal entry of the vehicles in the University.</p> <p>The item was thoroughly deliberated by the members and resolved to approve the same.</p>	
--	--	--

Item No. 4	To consider and approve the withdrawal of paras in the Audit Report for the Financial Year 2021-2022 approved in the 13th Finance Committee Meeting and 18th Executive Council Meeting held on 24th February, 2023.	
Agenda Note	Discussion	Decision
The Vice-Chancellor placed the agenda item before the Finance Committee to consider and	The Vice-Chancellor apprised the members that the Audit Report of the University of the Financial Year	After thorough deliberations, the members of the Finance Committee unanimously

approve the removal of paras in the Audit Report for the Financial Year 2021-2022 approved in the 13th Finance Committee Meeting and 18th Executive Council Meeting held on 24th February, 2023.

2021-2022 was presented as component of Part-II of the Annual Report, approved in the meeting of 13th Finance Committee, which was approved in the 18th Executive Council Meeting held on 24th February, 2023.

resolved to approve the certificate submitted by the Auditor as component of Part-II of the Annual Report.

She further apprised that the Executive Council had directed the University "to amend Part-II and III of the Annual Report 2021-2022, where ever amendments and corrections are required and then place before the Governing Council".

The Finance Committee unanimously approved the proposal and recommended it to Executive Council for further approval.

She submitted that as per the directions of Executive Council the University had submitted clarification regarding most of the paras made by the Auditor of the University in the Audit Report, Financial Year, 2021-2022 and the clarifications were accepted by the Auditor of the University.

The Vice-Chancellor place the certificate submitted by the Auditor for consideration and approval for esteemed Committee i.e., Part-II of the Annual Report.

Hon'ble member Professor Vijender Kumar suggested that agenda Item should use words, 'withdrawal of paras' instead of "Removal of Paras" in the audit report. Accordingly, the agenda item was corrected.

The members of the Finance Committee thoroughly deliberated upon the agenda item and resolved

to approve the same.

Item No. 5

To consider and approve supplementary rules for implementing the scheme of Home Travel Allowance and other Travel Allowance to the Faculty Members and office Bearers approved by the Esteemed Finance Committee and Executive Council in their meetings held on 24th February, 2023.

Agenda Note	Discussion	Decision
<p>The Vice-Chancellor placed the agenda item before the Finance Committee to consider and approve the supplementary rules for implementing the scheme of Home Travel Allowance and other Travel Allowance to the Faculty Members and office Bearers approved by the Esteemed Finance Committee and Executive Council in their meetings held on 24th February, 2023.</p>	<p>The Vice-Chancellor informed the esteemed members that the Finance Committee and the Executive Council in their meetings held on 27th August, 2022 and subsequently in their meetings held on 24th February, 2023 had approved Rules regarding Home Travel Allowance and other Travel Allowance. The same was notified by the University. The Rules adopted on 24th February, 2023 prescribe that “Expenses on travel by taxi or by own car shall be reimbursed as per the University Financial Regulations”.</p> <p>She further informed that while implementing the said decision it was found that HPNLU, Financial Regulations, 2020 do not contain Rule/Scheme relating to reimbursement to University employee for travel by taxi or by own car. Therefore, the implementation of the decision relating to Home Travel Allowance is still pending with concerned branches of the University.</p> <p>She further stated that the University has formulated detailed Rules/Schemes for reimbursement of expenses incurred by the Faculty</p>	<p>The Finance Committee unanimously resolved to approved the Rules/Schemes for reimbursement of expenses incurred by the Faculty Members or Office Bearers with respect to Home Travel Allowance with following modifications:</p> <ol style="list-style-type: none">1. The rate of reimbursement for use of own car outside the State shall be Rs. 18/- for all categories/grade pay employees in the policy.2. The rate for reimbursement for use of own car inside the State shall be Rs. 14/- per KMs for all categories/grade pay employees in the policy. <p>The Finance Committee unanimously approved the proposal and recommended it to Executive Council for further approval.</p>



Members or Office Bearers with respect to Home Travel Allowance.

She placed detailed policy before the Esteemed Committee.

The policy was deliberated by the members and professor Vijender Kumar suggested that the rates of reimbursement for use of own car should be higher than the proposed and should be in accordance with the Central Government.

The Vice-Chancellor informed that the University may not be able to bear the rates prescribed by the Central Government which is on higher side i.e., Rs. 30 per K.M.

The members of the Finance Committee thoroughly deliberated upon the agenda item and resolved to approve the same.



Item No. 6	<p>To consider and approve the following:</p> <p>I. Rate of reimbursement of use of own car by employees of University for performance of official duty.</p> <p>II. Provision of implementation of Old Pension Scheme and GPF Scheme for employees of HPNLU, Shimla.</p> <p>III. Provision for Group Insurance Scheme (GIS) for employees of University (Recommendations of the Internal Committee attached as Annexure-IV).</p>
-------------------	--

Agenda Note	Discussion	Decision
<p>The Vice-Chancellor placed the following agenda:</p> <p>I. Rate of reimbursement of use of own car by employees of University for performance of official duty.</p> <p>II. Provision of implementation of Old Pension Scheme and GPF Scheme for employees of HPNLU, Shimla.</p> <p>III. Provision for Group Insurance Scheme (GIS) for employees of University.</p>	<p>The Vice-Chancellor informed the members that the University constituted a Committee comprising of Section Officers (Finance and Establishment), Assistant Registrar and Financial Advisor of the University to make recommendations on the issues placed at agenda Item.</p> <p>Regarding issue of rate of reimbursement of use of own car by employees of University for performance of official duty, she submitted that there are many occasions on which the employees of the University are assigned performance of official duty and they faced practical difficulties as they could not use their own cars because Himachal Pradesh National Law University Financial Regulations, 2020 do not provide for the rules prescribing rate of reimbursement to the employees for the use of their own cars for performing the official duty. She stated that Committee constituted for the purpose has recommended that employees of the University may be authorized to use own car for performance of official duty and it shall be reimbursed @ Rs. 8/- per KM (HP Government approved rate) for travel within the state and @ Rs. 12/- Per KM</p>	<p>After thorough deliberations, the committee unanimously resolved to approve the following:</p> <ol style="list-style-type: none"> 1. The rate of imbursement for use of own car for performance of assigned official duty shall be Rs. 14 per KMs within the state and Rs. 18 per KMs out side the State. 2. That the University should write a request letter to the Government for one time grant to bear the expenses in implementing the OPS Scheme. Till such grant is received, the University should defer the OPS Scheme. 3. The University should implement Group Insurance scheme in the form of General Insurance for which each employee shall mandatorily contribute and University shall have to incur no expense.

for travel outside the state. The use of own car will be permissible subject to prior approval of the Vice-Chancellor. It cannot be general rule but can be allowed in special circumstances only.

The members of the Finance Committee thoroughly deliberated upon the issue No. 1 and approve the same.

Regarding issue No. 2 the Vice-Chancellor stated that the State of Himachal Pradesh has implemented Old Pension Scheme by Office Memorandum No. Fin (Pen)A(3)-1/2023 & Notification No. Fin(Pen)A(3)-1/2023 dated 04-05-2023 issued by the Special Secretary (Finance) (Annexure-IV). The internal Committee has recommended unanimously that the OPS Scheme as notified by the State Government may be implemented by the University and the benefits of OPS may be extended to its employees by following the detailed SOP issued by the Government in this regard. She further, stated that the Committee has also recommended that the University should assess the financial liability and additional fund requirement for implementing OPS by way of floating and inviting options from its employees.

Regarding issue No. (III), the Vice-Chancellor submitted that the University is in its 7th year of existence. The strengthen of employees (teaching and non-teaching) have gone up to 203. However, the employees are not covered by any insurance scheme either sponsored by Government or by the University. She informed the members that the University has so far not adopted

	<p>any insurance policy/scheme for its employees.</p> <p>The Vice-Chancellor mentioned that the Committee has recommended that the University may buy or adopt Group Insurance Scheme (GIS) from any National Service Provider to cover all entitled employees of the University. The Committee is of the opinion and has unanimously recommended that adoption of Group Insurance Scheme has little financial implication on the University as the required contribution in such scheme is deducted from the salary of the employees and deposited with the concerned service provider. She proposed to adopt the recommendation of the Committee and to implement the appropriate Group Insurance Scheme from a National Service Provider at the earliest.</p> <p>The members suggested that if there is direction from the Government to the University for implement the OPS Scheme, the University should write a request letter for one time grant.</p> <p>The members of the Finance Committee thoroughly deliberated upon the agenda item and resolved to approve the same.</p>	
--	---	--

Item No. 7	To consider and approve the proposed payment of honorarium to the advocates with whom the final year students of B.A./B.B.A. LL.B. Hons. (FYIP) are attached for court visit as a part of curriculum.
-------------------	--

Agenda Note	Discussion	Decision
The Vice-Chancellor placed the agenda item before the Finance Committee to consider and approve the proposed payment of honorarium to the advocates with whom	The Vice-Chancellor apprised the members that 10th semester students of B.A./B.B.A. LL.B. Hons. (FYIP) are required to visit court as a part of curriculum. For the purpose, all students	The Finance Committee unanimously resolved that no honorarium shall be paid to the advocates under whom the students under go court visits.

<p>the final year students of B.A/B.B.A. LL.B. Hons. (FYIP) are attached for court visit as a part of curriculum.</p>	<p>have to be attached with practicing lawyers/advocates, who have at least 10 years standing at the Bar.</p> <p>She proposed that lawyer/advocate, with whom the students are attached, may be paid an honorarium @ Rs. 1000/- per student, subject to maximum of Rs. 15,000/-, for completing the training during the court visit. The Hon'ble Member Ajay K. Sharma, who is also the Chairman of the Bar Council of Himachal Pradesh suggested that the lawyers do such trainings of the law students pro bono. Accordingly, the University does not need to pay any honorarium to Advocates. The members of the Finance Committee thoroughly deliberated upon the agenda item and resolved to approve the same.</p>	
---	---	--

Item No. 8	To consider and approve the rate of Honorarium to be paid to Ombudsperson appointed by University as per the University Grants Commission (Redressal of Grievance of Students) Regulation, 2023.	
Agenda Note	Discussion	Decision/Resolved
<p>The Vice Chancellor placed the agenda item before the esteemed members to consider and approve the rate of Honorarium to be paid to Ombudsperson appointed by University as per the University Grants Commission (Redressal of Grievance of Students)</p>	<p>The Vice-Chancellor informed the members that the University Grants Commission notified new regulations, namely, "University Grants Commission (Redressal of Grievance of Students) Regulations, 2023". The said</p>	<p>The Finance Committee unanimously resolved to approve appointment of Ombudsperson and payment of honorarium Rs. 5,000/- per sitting.</p> <p>The Finance Committee unanimously approved the proposal</p>

Regulation, 2023.

Regulations prescribe a mechanism for Redressal of Grievance of Students by the Higher Educational Institution in the country. As part of the mechanism, it prescribes for appointment of Ombudsperson, who is to be a retired Vice-Chancellor or a retired Professor (who had worked as Dean/HOD) and has ten years' experience as Professor at State/Central

Universities/Institutions of National Importance/Deem to be University or former District Judge. The requisite Grievance Redressal Mechanism is to be established within three months from the date of the notification of the Regulations by the UGC.

She further informed that the University, after seeking written consent, has appointed Professor (Dr.) Manjit Singh Nijjar, Former Professor, Department of Law, Punjabi University, Patiala as the Ombudsperson of the University.

She proposed that an honorarium @ Rs. 5,000/- per sitting subject to maximum of Rs. 20,000 per appeal finally redressed or disposed off, may be paid to the Ombudsperson. The Honorarium shall be exclusive of Traveling Allowance and fooding-lodging which shall be incurred

and recommended it to Executive Council for further approval.

	<p>by the University</p> <p>It was noted by the members that the disposal of an appeal may takes several sittings. Accordingly the University should not prescribe upper limit of payment of honorarium to the Ombudsperson.</p> <p>The members thoroughly deliberated over the issue and unanimously resolved to approve the same.</p>	
--	---	--

Item No. 9	Any other item with the permission of the Chair.
-------------------	---


Reporting Item	
<p>1. The Vice-Chancellor placed the Reporting Item before the Committee, regarding the payments make to the Legal Advisor. She informed the esteemed members that the University has appointed Legal Advisor with the approval of Executive Council, to advise the University on legal matters. The Legal Advisor is also assigned from time to time, duties of Legal Counsel in cases filed against the University in different legal forums. The Counsel is paid remuneration and reimbursed other expanses as per the following rates:</p>	
<p>Fixed Charges</p>	
Counsel Fee (Per case)	77,000.00
Expenses for filing Documents	22,500.00
<p>(Per case)</p>	
Associate Counsel fee (Per case)	15,000.00
Attending of hearing on each date	15,000.00
<p>The esteemed members of the Committee deliberated the reporting item and approved the same, with the suggestion that the University should appoint a panel of lawyer in place of one advocate.</p>	

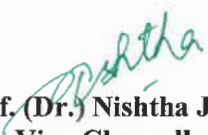
The Vice-Chancellor concluded the meeting by expressing her gratitude towards the esteemed members of the Finance Committee.

**LR-Cum Secretary (Law) Government
of
Himachal Pradesh**


**Sh. Ajay Sharma
Chairman Bar Council
Himachal Pradesh**

**Prof. (Dr.) Vijender Kumar
Vice-Chancellor
MNLU, Nagpur**


**Prof. S.S. Jaswal
Registrar
HPNLU, Shimla**


**Prof. (Dr.) Nishtha Jaswal
Vice-Chancellor
HPNLU, Shimla**
