

# **4<sup>th</sup> Meeting of Finance Committee Himachal Pradesh National Law University, Shimla**

**Minutes of the Meeting  
February, 20 2020**

**The 4<sup>rd</sup> Meeting of the Finance Committee, HPNLU Shimla was held on February 20, 2020 at 11:30 A.M. at the HPNLU Campus. Meeting was presided by Professor (Dr.) Nishtha Jaswal, Vice-Chancellor, HPNLU Shimla.**

**The following members were present:**

<b>1.</b>	<b>Professor (Dr.) Nishtha Jaswal, Vice-Chancellor, HPNLU</b>	<b>Chairperson</b>
<b>2.</b>	<b>Secretary (Finance) to the Government of Himachal Pradesh</b>	<b>Member</b>
<b>3.</b>	<b>Prof. Ranbir Singh, Vice-Chancellor, National Law University, Delhi</b>	<b>Member</b>
	<b>Prof. S.S. Jaswal, Registrar, H.P. National Law University, Shimla</b>	<b>Secretary</b>

## PROCEEDINGS OF THE MEETINGS

<b>Item No. 1</b>	<b>To Confirm the Minutes of the Previous Meeting of the Finance Committee held on 23<sup>rd</sup> October 2019. [Annexure-I]</b>	
<b>Agenda Note</b>	<b>Discussion</b>	<b>Decision/Resolved</b>
The Vice Chancellor placed the minutes of the 3 <sup>rd</sup> Meeting of Finance Committee along with the 'Action Taken Report' before the members of the Finance Committee.	The Vice-Chancellor explained the details of minutes of last meeting, and presented the 'Action Taken Report' and members appraised the proceedings.	After brief deliberation over the minutes along with the Action Taken Report, the same were confirmed.

<b>Item No. 2</b>	<b>Consider the Budget Estimate for the Financial Year 2020-21. [Annexure-II]</b>	
<b>Agenda Note</b>	<b>Discussion</b>	<b>Decision/Resolved</b>
The Vice-Chancellor presented the first detailed Financial Statement/Budget of the University.	The Finance Committee deliberated the matter thoroughly.	The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.

<b>Item No. 3</b>	<b>To consider installation of National Flag in the HPNLU, Campus.</b>	
<b>Agenda Note</b>	<b>Discussion</b>	<b>Decision</b>
It is submitted that the HPNLU being a member of Consortium of National Law Universities, (CNLUs) received a sum of Rs. 1, 45, 000, 00 to be spent for different purposes. It is further submitted that the amount of approximately 18 Lacs, out of the amount received from the Consortium of National Law Universities, (CNLUs), be allowed to be spent on the installation of National Flag of the height of 100 ft. in the HPNLU Campus.	The Finance Committee deliberated the matter thoroughly.  Member deliberated the matter and requested the Vice Chancellor for exploring the possibilities under CSR with SJVN Ltd..	The Finance Committee resolved to explore the possibilities of having CSR fund for the purpose of installation of National Flag. In case the fund cannot reach through CSR then the University can install National Flag by using this fund.

<b>Item No. 4</b>	<b>To consider the Creation of Post of Assistant Registrar (Accounts).</b>	
<b>Agenda Note</b>	<b>Discussion</b>	<b>Decision</b>
The Vice-Chancellor apprised the members of Finance Committee that for the financial functioning of the University, there is an urgent need to appoint Assistant Registrar (Accounts) at the earliest.	The Finance Committee deliberated the matter thoroughly.	The Finance Committee suggested that retired Assistant Registrar-Account from Himachal Pradesh may be appointed. The University shall pay him salary after deducting his pension.

<b>Item No. 5</b>	<b>To consider the appointment of Sh. Surender Sharma, SDO (Retd.) HP,PWD on contract basis for a period of one year on the salary (last salary drawn – pension)</b>	
<b>Agenda Note</b>	<b>Discussion</b>	<b>Decision</b>
The Vice-Chancellor apprised the members of Finance Committee that Mr. Surender Sharma had been associated with construction of the Himachal Pradesh National Law University Campus. It is further submitted that the University needs an experienced person to monitor the construction work, verify the construction progress and look after the maintenance of Himachal Pradesh National Law University, campus. Mr. Surender Sharma was drawing approximately sum of Rs. 1, 04,000/- last pay. After deducting his pension, University will require to pay approximately sum of Rs. 50000/- per month.	The Finance Committee deliberated the matter thoroughly.	The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.

<b>Item No. 6</b>	<b>To consider the reimbursement of the amount @ Rs. 5000/- per month to Mr. Santosh Kumar Sharma 18/04/2019 to 23/09/2019 during the period he had additional charge of warden of Avya-I &amp;II &amp; Dhama Retreat Boys Hostel. [Annexure-III]</b>	
<b>Agenda Note</b>	<b>Discussion</b>	<b>Decision</b>
<p>The Vice-Chancellor apprised the members of Finance Committee that all the wardens of the Boys/Girls Hostels have been provided free accommodation in the respective hostels. Mr. Santosh Kumar Sharma who had additional charge of warden Avya-I &amp;II &amp; Dhama Retreat Boys Hostel from 18/04/2019 to 23/09/2019 had rented accommodation in the vicinity of the hostel. It is further submitted to approve to reimburse the rent @ Rs. 5000/- to Mr. Santosh Kumar Sharma from 18/04/2019 to 23/09/2019.</p>	<p>The Finance Committee deliberated the matter thoroughly.</p> <p>Finance Secretary suggested to consider the HRA deduction/adjustment in all such cases where accommodation is provided by the University.</p>	<p>Understanding the gravity of the issue members of the Finance Committee Resolved to refer it to Executive Council for its final decision.</p>
<b>Item No. 7</b>	<b>To consider the request of Professor S.C. Raina, former Vice Chancellor HPNLU Shimla, to release arrears of salary due to revision in pay scale at his parent University i.e. University of Delhi. [Annexure-IV]</b>	
<b>Agenda Note</b>	<b>Discussion</b>	<b>Decision</b>
<p>The Vice-Chancellor apprised the members of Finance Committee that this item was placed before the Finance Committee in its meeting held on 23 Oct. 2019 wherein it was resolved:</p> <p><i>“The Committee deferred the matter and required the Registrar to gather all the facts and documents relating to Prof. Raina being appointed on deputation. It was decided to request Prof. S.C. Raina to send the letter by which the Registrar of the High Court on the direction of the Hon’ble Chancellor send a request to University of Delhi to send him on deputation to HPNLU, Shimla.”</i></p> <p>The resolution of Finance Committee was approved by the Executive Council in its meeting held on 23<sup>rd</sup> October, 2019.</p>	<p>The Finance Committee deliberated the matter thoroughly.</p> <p>Prof. Ranbir Singh and Secretary Finance suggested the Registrar to inquire as to the date of implementation of 7<sup>th</sup> Pay Commission in University of Delhi, and to consider it only after implementation of the 7<sup>th</sup> Pay Commission in Himachal Pradesh.</p>	<p>The Finance Committee unanimously resolved and authorized the Registrar to inquire as to the date of implementation of 7<sup>th</sup> Pay Commission in University of Delhi, and only after implementation of the 7<sup>th</sup> Pay Commission in Himachal Pradesh, the arrears may be cleared.</p>

<p>It is further submitted that the letter <i>vide</i> which he was asked to come as Vice-Chancellor, Himachal Pradesh National Law University, Shimla, has been procured from the office of the Hon'ble Chancellor of HPNLU.</p>		
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<b>Item No. 8</b>	<b>To consider and approve the payment for the use of mobile by the Vice Chancellor, HPNLU, Shimla.</b>	
<b>Agenda Note</b>	<b>Discussion</b>	<b>Decision</b>
<p>The Vice-Chancellor apprised the members of Finance Committee that the Vice Chancellor is using personal mobile number for official use as well, therefore, it is proposed that the payment for the usage of mobile be made by the University. If approved, the payment may be allowed to be made w.e.f. 01.01. 2019.</p>	<p>The Finance Committee deliberated the matter thoroughly.</p>	<p>The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.</p>

<b>Item No. 9</b>	<b>To consider the Himachal Pradesh National Law University, Shimla Policy for Grant of Scholarship on Merit cum Means Basis to the students of B.A./B.B.A. LL.B. &amp; LL.M. [Annexure-V]</b>	
<b>Agenda Note</b>	<b>Discussion</b>	<b>Decision</b>
<p>The Vice-Chancellor apprised the members of Finance Committee that The University has prepared the Himachal Pradesh National Law University, Shimla Policy for Grant of Scholarship on Merit cum Means Basis to the students of B.A./B.B.A. LL.B. &amp; LL.M. Wherein, detailed policy has been framed in this regard the same is required to approve by the Finance Committee.</p>	<p>The Finance Committee deliberated the matter thoroughly.</p> <p>The Committee suggested that instead of granting scholarship, it should be named as "Financial Assistance need <i>cum</i> merit basis.</p>	<p>The Committee resolved that the nomenclature for the assistance be renamed as "Financial Assistance on need <i>cum</i> merit basis."</p> <p>The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.</p>

<b>ITEM NO. 10</b>	<b>Any other Item with the Permission of Chair</b>	
<b>Current Agenda</b>		
<b>ITEM NO. 11</b>	<b>To consider payment of special allowance to the following:</b>	
	<ul style="list-style-type: none"> <li>a) The Cook/Attendant working at the residence of the Vice-Chancellor.</li> <li>b) The Driver/s of the official vehicle of the Vice-Chancellor.</li> <li>c) The Steno Mr. Harish Kumar, who has been assigned additional duty of P.A. to Vice-Chancellor.</li> </ul>	
<b>Agenda Note</b>	<b>Discussion</b>	<b>Decision</b>
The Vice-Chancellor apprised the members of Finance Committee that Special Allowance of Rs. 2000/- per month to (a) (b) be allowed to be made w.e.f. 1 <sup>st</sup> January, 2020. In case of (c) Special Allowance of Rs. 3000/- per month be allowed w.e.f. 26/08/2019, the date when additional charge was given to him.	The Finance Committee deliberated the matter thoroughly.	The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.
<b>ITEM NO. 12</b>	<b>To consider and approve the increase in Financial Power of the Registrar up to the expenditure of Rs. 50,000/- (Rupees Fifty Thousand) without the requirement of Tenders/Quotations.</b>	
<b>Agenda Note</b>	<b>Discussion</b>	<b>Decision</b>
The Vice-Chancellor apprised the members of Finance Committee that till now the limit on the financial power of the Registrar is up to Rs. 3,000/- (Three Thousand only) without the requirement of Tenders/Quotations. This Financial Limit is too less an amount in the present day scenario. The Financial Power of the Registrar be increased up to the expenditure of Rs. 50,000/- (Rupees Fifty Thousand) without the requirement of Tenders/Quotations.	The Finance Committee deliberated the matter thoroughly.	The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.


<b>ITEM NO. 13</b>	<b>To consider the fixation of Remuneration for External Paper Setting and External Evaluation of Answer Sheets.</b>	
<b>Agenda Note</b>	<b>Discussion</b>	<b>Decision</b>
<p>The Vice-Chancellor apprised the members of Finance Committee that remuneration for external paper setting be fixed for Rs. 1,000/- (Rupees One Thousand only) per question paper setting for Under Graduation and Rs. 1,200/- (Rupees Twelve Hundred only) per question paper setting for Post Graduate and Rs. 1,500/- (Rupees Fifteen Hundred only) per question paper setting for Ph.D. Course Work, Rs. 50/- (Rupees Fifty Only) per answer sheet for external evaluation for Under Graduate Course, Rs. 60/- (Rupees Sixty Only) per answer sheet for Post Graduate Course and Rs. 100/- (Rupees Hundred only) per answer sheet for Ph.D. Course exam.</p>	<p>The Finance Committee deliberated the matter thoroughly.</p>	<p>The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.</p>

ITEM NO. 14			To consider the Creation of Following Posts for day-to-day functioning of the University.																												
Agenda Note			Discussion	Decision																											
<p>The Vice-Chancellor apprised the members of Finance Committee that for the smooth running of the University the following mentioned staff is urgently required.</p> <table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Post</th> <th>Number of Posts</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Library Assistant</td> <td>01</td> </tr> <tr> <td>2</td> <td>Electrician</td> <td>02</td> </tr> <tr> <td>3</td> <td>Plumber</td> <td>02</td> </tr> <tr> <td>4</td> <td>Carpenter</td> <td>01</td> </tr> <tr> <td>5</td> <td>Driver cum Office Attendant (Qualified of drive heavy as well as middle vehicle)</td> <td>02</td> </tr> <tr> <td>6</td> <td>Security Guard</td> <td>10</td> </tr> <tr> <td>7</td> <td>Attendant for Hostel</td> <td>03</td> </tr> <tr> <td>8</td> <td>Sweeper</td> <td>06</td> </tr> </tbody> </table>			Sr. No.	Post	Number of Posts	1	Library Assistant	01	2	Electrician	02	3	Plumber	02	4	Carpenter	01	5	Driver cum Office Attendant (Qualified of drive heavy as well as middle vehicle)	02	6	Security Guard	10	7	Attendant for Hostel	03	8	Sweeper	06	<p>The Finance Committee deliberated the matter thoroughly. Committee suggested that all the posts of Driver should be given additional duties as office Attendants, and the name of the post should be converted as '<b>Driver cum Office Attendant</b>'.</p>	<p>The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.</p> <p>Committee resolved that all the posts of Driver shall be known as '<b>Driver cum Office Attendant</b>'.</p>
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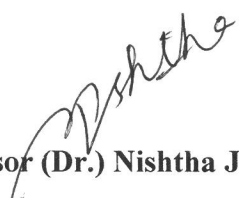


<b>ITEM NO. 15</b>	<b>To consider and approve payment of Consolidated payment of Rs. 50,000/- to the appointment of Assistant Professors on Leave Vacancy, Rs. 40,000/- to the Research Associate and Rs. 50,000/- to the Teaching Associate.</b>	
<b>Agenda Note</b>	<b>Discussion</b>	<b>Decision</b>
The Vice-Chancellor read out the Agenda Item No. 14.	The Finance Committee deliberated the matter thoroughly.	The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.
<b>ITEM NO. 16</b>		
	Professor Ranbir Singh member of the Finance Committee suggested to adopt Himachal Pradesh Government policy on Compassionate appointment in the Himachal Pradesh National Law University, Shimla, Executive and Service Regulations, 2020.	The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval

  
Sp. Secretary (Finance)

  
Prof. (Dr.) Ranbir Singh

  
Prof. (Dr.) S.S. Jaswal

  
Professor (Dr.) Nishtha Jaswal

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