

**Minutes of
the 22nd Meeting of the Finance Committee (FC) of
Central Institute of Technology (CIT) Kokrajhar held through circulation**

Due to some unavoidable circumstances the 22nd meeting of the Finance Committee of the institute that was scheduled for the 29th June, 2021 through online mode was converted to a meeting through circulations. Accordingly some urgent agenda items were circulated through email amongst the members of the FC. Based on the comments received from the members (List attached as **annexure I**), the following items were resolved.

Item No. 22.01: Confirmation of the Minutes of the 21st Meeting of the Finance Committee (FC) of CIT Kokrajhar held on 14th October, 2020 through online mode.

The Minutes of the 21st Meeting of the FC held on 14th October, 2020 through online mode was circulated amongst the members. The members were requested to place comments if any, for consideration.

Members were requested to confirm the minutes.

Resolution: As no comments were noted by the members, the MoM of the 21st FC is confirmed. The approval of the Joint Secretary (Admn.), D/o HE, MoE is conveyed by email on the agenda items of the 22nd FC and the 23rd BoG meetings of CIT Kokrajhar. The Comments of the Finance division received on the Agenda Items of the said meetings held through circulation are attached as **annexure II**.

Item No. 22.02: Adoption of Annual Accounts of CIT Kokrajhar for the Financial Year 2020-21.

The Internal Audit and Finalization of Annual Book of Accounts of Central Institute of Technology Kokrajhar for the FY 2020-21 has already been completed. Hence, the Controller and Audit General (CAG) may be invited to audit the same after getting the accounts approved by the members of the Finance committee and the Board of Governors.

Members were requested to approve the same.

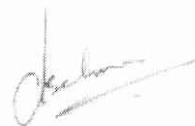
Resolution: Annual Books of Accounts for the Financial Year 2020-21 may be considered for approval. The approval of the Joint Secretary(Admn.), D/o HE, MoE is conveyed by email on the agenda items of the 22nd FC and the 23rd BoG meetings of CIT Kokrajhar. The Comments of the Finance division received on the Agenda Items of the said meetings held through circulation are attached as **annexure II**.

Further, clarification on the Agenda 22.02 related for the increase in the expenditure on Repairs and Maintenance from Rs.3.8 Crore to Rs.5.6 Crore is given as follows:

1. Expenditure amounting to Rs. 1.74 Crores in the year 2020-21 under OH-31, was incurred for the reason being the expenditures on Road Repairs, providing security grill in laboratories/class rooms, etc. and these were all one-time Repair/Maintenance works which are not required to be made on regular basis. Since, it was a Covid-19 pandemic situation and no physical classes were being conducted hence, we took the opportunity for these repair works in this lean period which otherwise would have been difficult due to presence of large number of students/staff/faculty. Next year as these expenditures will not be incurred and eventually the expenses related to Repairs & Maintenance will decrease significantly.

2. Expenditure amounting to Rs. 0.24 Crores in the year 2020-21 under OH-31, reason being demand of new desktops/laptops were received from the various departments. However, due to non-availability of funds under OH-35, new purchase could not be made. Hence, the old laptops, desktops and printers etc. were repaired.

3. Contract for AMC for the 4 Nos. of DG sets had been initiated for the first time in the institute from F.Y-2020-21 and some overhauling works were also carried out during the last financial year.



(Ms. Chaitali Brahma)
Registrar cum Ex-officio Member Secretary
FC, CIT Kokrajhar