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All India Institute of Medical Sciences, Bhubaneswar

Sijua, Post: Dumuduma, Bhubaneswar - 751 019

No : AIIMS/BBSR/ADMIN/254/1302

Date : 04.07.2013

To

Shri Ashu Mathur,
Financial Advisor,
AIIMS, Bhubaneswar

Subject : Approved Minutes of Meeting of the First Adhoc Committee on Finance of the AIIMS, Bhubaneswar held on 27th May 2013 at 03.00 PM at New Delhi.

Dear Mr. Ashu Mathur,

Please find herewith the approved minutes of meeting of the First Adhoc Committee on Finance chaired by the Secretary, MoH&FW, GoI, held on 27th May 2013 of the AIIMS, Bhubaneswar for your information.

With regards.

Yours sincerely,

(Dr. A. K. Mahapatra)
Director

Encls: As above

Minutes of the 1st Meeting of ad hoc Committee on Finance of AIIMS, Bhubaneswar held on Monday, the 27th of May, 2013 at 3.00 PM in the office of the Secretary, Department of Health and Family Welfare, Government of India at Nirman Bhawan, New Delhi.

The following were present:

- | | | |
|----|-----------------------------------------------------------|------------------|
| 1. | Sh. Keshav Desiraju | Chairman |
| 2. | Dr Jagdish Prasad | Member |
| 3. | Sh. Ravinder Pattar (Rep of AS&FA) | Member |
| 4. | Dr. Raj Kumar A. K. Mahapatra, Dir. | Member Secretary |
| 5. | Sh. Sundeep Kumar Nayak | Special Invitee |

The Director, AIIMS, New Delhi, Member could not attend and was granted leave of absence.

Shri Oma Nand, Deputy Secretary (PMSSY), Dr. B. B. Mishra, Dy. Dir. (Admin), AIIMS Bhubaneswar, Shri O.P. Sharma, Under Secretary (PMSSY) and Shri Ashu Mathur, Financial Advisor, AIIMS Bhubaneswar were present during the meeting.

Agenda Item No. AHCF-1.1

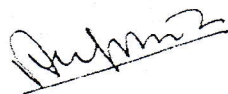
Welcome by the Director, AIIMS, Bhubaneswar.

The Member Secretary welcomed the Chairman and the Members to the first meeting of ad hoc Committee on Finance and sought their guidance for all round growth and development of the AIIMS, Bhubaneswar. He introduced the agenda items which were discussed in detail. It was clarified that Government of India Rules and Regulations apply in the financial matters. Decisions taken in various Bodies / Committees of AIIMS, New Delhi, such as Institute Body, Governing Body, SFC etc do not apply to AIIMS, Rishikesh Bhubaneswar which is a separate Institute under the AIIMS (Amendment) Act 2012.

Agenda Item No. AHCF-1.2

Remarks by the Chairman

The Chairman in his opening remarks expressed that all support and guidance will be provided to the new AIIMS for early starting of the hospital and to make it fully functional.



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Agenda Item No. AHCF-1.3

Recommendation for adoption of accounts for the financial year 2012-13.

It was decided as follows:

Since the AIIMS Act 1956 provides for audit of the AIIMS by the CAG, the Ministry of Health & Family Welfare would write to the CAG to take up audit of the new AIIMS as per the provisions of Act. After the audit of the accounts of the AIIMS, the audit report shall be placed before the ad hoc Committee on Finance for further steps.

Agenda Item No. AHCF-1.4

Ratification for expenditure incurred under non-recurring head over the allocation during the financial year 2012-13.

It was decided that this can be considered only after audit of accounts of the Institute by CAG.

Agenda Item No. AHCF-1.5

Recommendation for appointment of Internal Auditors for the AIIMS, Bhubaneswar for the financial year 2012-13.

It was decided that internal audit shall be done by the Financial Advisor of the Institute.

Agenda Item No. AHCF-1.6

Ratification of Budget of the AIIMS, Bhubaneswar, for the financial year 2013-14.

The Institute shall restrict BE for 2013-14, at this stage, to around Rs.45-50 crore, rework the BE and submit to the Ministry. Utilization of the balance unutilized grant-in-aid available with the Institute at the end of the financial year 2012-13 during the financial year 2013-14 was approved.

Agenda Item No. AHCF-1.7

Approval of Intramural Research Grant to the faculty at the AIIMS, Bhubaneswar.

It was approved in principle subject to framing of guidelines and operation of grant within budget provision by Academic Committee to be framed.

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Agenda Item No. AHCF-1.8

Approval of Imprest Money for HODs & Officers to meet the contingent expenses.

It was decided that Rs. 3,000/- be issued as imprest advance to each HOD to meet the contingent expenses.

Agenda Item No. AHCF-1.9

Approval of grant of permission to attend national and international conferences/ seminars/ workshops, etc. in respect of Director & Faculty at the AIIMS, Bhubaneswar.

It was decided that the matter may be placed before the Academic Committee of the Institute for deliberation and necessary action. In absence of the Academic Committee, the Institute must follow the AIIMS, New Delhi guidelines.

Agenda Item No. AHCF-1.10

Delegation of financial power to the Director, AIIMS, Bhubaneswar for procurement/construction & maintenance/ housekeeping tenders.

The Director, AIIMS, Bhubaneswar, proposed for increase the amount of delegated powers to the Director, AIIMS, Bhubaneswar issued by Ministry of Health & Family Welfare, Govt. of India vide Notification dated 28.08.2012 for purchase of lab equipment, CSSD, laundry items, kitchen items, required for starting of 50 – 100 bedded hospital at Bhubaneswar. It was opined that the matter will be submitted by Institute separately to the Ministry and Director, AIIMS, Bhubaneswar may function their work with the delegated powers as provided in ibid notification.

Agenda Item No. AHCF-1.11

Approval of Fee Structure to the M.B.B.S. & B. Sc. (Nursing) Courses at the AIIMS, Bhubaneswar like NEIGRIHMS.

It was decided that the fee structure applied to the students at AIIMS, Bhubaneswar may be continued as per guidelines at the AIIMS, New Delhi. This will be reviewed later.

Agenda Item No. AHCF-1.12

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Approval of Hostel Fee Structure to the M.B.B.S. students at the AIIMS, Bhubaneswar.

It was decided that the present hostel fee structure applied for the students at AIIMS, Bhubaneswar, may be continued. This will be reviewed later.

Agenda Item No. AHCF-1.13

Reimbursement of Academic Allowance and Learning Resource Allowance at the AIIMS, Bhubaneswar.

The proposed Academic Allowance & Learning Resource Allowance be examined by the Academic Committee, when formed and its recommendations placed before the *ad hoc* Committee on Finance for further steps.

Agenda Item No. AHCF-1.14

Approval of receiving donation by the AIIMS, Bhubaneswar from Corporate Houses, NGOs u/s. 80G.

Deferred.

Agenda Item No. AHCF-1.15

Approval of token grant to the faculty members at the AIIMS, Bhubaneswar for organizing Seminar/ Conference/Workshop.

Approved in principle, subject to framing of guidelines by the Academic Committee.

Agenda Item No. AHCF-1.16

Approval for Purchase of vehicles (Bus, Ambulance, Staff Car).

It was decide that two Ambulances may be purchased and the Institute may hire other vehicles.



Agenda Item No. AHCF-1.17

Approval of sitting fee (honorarium) to the members of different committees, examiners, guest lecturer, etc.

While keeping in mind that Office of Profit guidelines applicable to Honourable Members of Parliament, it was decided to approve the honorarium (sitting fees) to non-official members (Non-AIIMS Officers & Non-Ministry Officers) as given below:

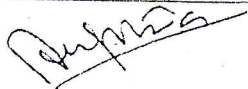
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|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| (i) Endowment Memorial Lecturer/
Lecturer by eminent Personality | : Rs.5,000/- |
| (ii) Members of Governing Body/
Finance Committee/ Academic
Committee/Building Committee/
Ethical Committee/
Curriculum Development Committee/
Selection Committee for Faculties/
Group – A Officers like | : Rs.2,000/- |
| (iii) Members providing Seminars/
Conference/Workshop/Lecturer like | : Rs.1,000/- |
| iv) Members of other Committees | : Rs. 500/- |

Agenda Item No. AHCF-1.18

Approval for reimbursement of telephone expenses at the AIIMS, Bhubaneswar.

Approved as detailed below:

SL. No	Designation	Ceiling amount
1.	Director	Unlimited
2.	Dean, MS & DD(A)	Unlimited
3.	Chief of Centre HOD & Prof.	Rs. 1800/- plus tax Per Month
4.	Addl. Prof., Assoc. Prof. & Group 'A' Officers drawing the pay scales of Rs. 12000-16500/- & above	Rs. 1500/- plus tax Per Month
5.	Asst. Prof. & other Group 'A' Officers drawing the pay scales less than Rs. 12000-16500/-	Rs. 800/- plus tax Per Month



The terms and conditions in respect of above are as under:

- i) The amount will be reimbursed within the prescribed ceiling on submission of bill/receipt by the concerned officer. There will be any separate ceilings for landline/mobile broad-band.
- ii) The amount reimbursable is exclusive of all taxes, if any.
- iii) Officers are at liberty to choose the service provider and avail any options for payment within the maximum monetary ceiling.
- iv) STD facility may be provided in the residential telephones. However, there would be not enhancement of ceilings as prescribed above.
- v) The instruments would be provided by office to entitled officer.
- vi) The amount reimbursement will be reduced by Rs. 400/-, if the officer drawing the pay scale of Rs. 12000-16500/- and above does not have broadband facility at his residence.

Agenda Item No. AHCF-1.19

Approval of budget for training and residential complex under Phase-I for establishment of one Centre for Family Medicine at CHC Tangi by the AIIMS, Bhubaneswar.

It was decided that for taking a view on such construction matters DPR would be required.

Agenda Item No. AHCF-1.20

Approval for payment of Transport Allowance to Faculty Members of AIIMS, Bhubaneswar.

The Committee while considering the order of Govt. of India, Ministry of Finance, Department of Expenditure OM No 21(2)/2008-E-ii(B) dated 29.04.2008 and the departmental audit observations of Ministry of Health & Family Welfare did not approve the proposal. The practice followed at AIIMS, Bhubaneswar on payment of Rs. 7,000/- per month plus DA thereon to the Professors of the AIIMS, Bhubaneswar who were drawing Academic Grade Pay @ Rs. 10,500/- per month and above should be stopped with immediate effect.

Agenda Item No. AHCF-1.21

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Approval of Conveyance Allowance Reimbursement to Faculty Members of AIIMS, Bhubaneswar.

Deferred.

Agenda Item No. AHCF-1.22

Approval for reimbursement of medical expenses to the employees of AIIMS, Bhubaneswar till its own EHS (Employees Health Scheme).

It was decided that the Institute may sign MoU with more than one private hospitals covered under CGHS for giving choice in addition to Apollo Hospital, Bhubaneswar for providing medical facility as applicable at CGHS rates till the hospital of the Institute becomes functional.

Agenda Item No. AHCF-1.23

Introduction of New Pension Scheme and own CPF Scheme at AIIMS, Bhubaneswar.

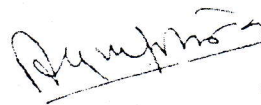
Approved the proposal for introduction of New Pension Scheme and the proposal for designating the officials for the purpose of NPS operation as detailed below:

- | | | |
|------------------------------------|---|-------------------------|
| (a) Principal Accounts Officer | : | Deputy Director (Admin) |
| (b) Pay & Accounts Officer | : | Financial Advisor |
| (c) Drawing & Disbursement Officer | : | Administrative Officer |
| (d) Nodal Officer | : | Accounts Officer |

The Committee also approved in principle to start a CPF Scheme at AIIMS, Bhubaneswar. A detailed proposal may be placed in the next meeting of Committee.

Agenda Item No. AHCF-1.24

Approval of maintenance contract of housing complex of AIIMS, Bhubaneswar, with HSCC (India) Limited.



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The MoH & FW, GoI has approved in principle and conveyed the decision of the Ministry for signing an agreement for maintenance of residential complex of the Institute by HSCC (India) Ltd. It was also decided the College, Hospital and Campus must be maintained by one agency. The Committee authorized JS, PMSSY, MoH & FW, GoI to convene a joint meeting of Director AIIMS, Bhubaneswar, and CMD HSCC (India) Ltd and concretize the terms and conditions of the MoU to be entered into by HSCC (India) Ltd with the Institute. A meeting was fixed at MoH&FW, GoI on 03 June 2013 to resolve the issue.

Agenda Item No. AHCF-1.25

Payment of Composite Transfer Grant to the Faculty Members joined at AIIMS, Bhubaneswar, through interview previously appointment at Govt. service or Central Autonomous by technical resignation or voluntary retirement.

Not agreed.

Agenda Item No. AHCF-1.26

Approval of consolidated emoluments for payment to Professor appointed on contractual basis on post-retirement.

It was noted that the consolidated salary of the Professor offered by the Institute was reasonable. If the incumbent did not join AIIMS, Bhubaneswar, within one month notice with the offered consolidated salary per month, his appointment should be terminated and fresh advertisement be issued for filling of the post.

Agenda Item No. AHCF-1.27

Deployment of Ex-Army Security Armed Guards and Security Guards at AIIMS Campus, Bhubaneswar.

It was noted that such matters are within the delegated powers of Director of Institute and GFR be followed in a transparent manner.

Agenda Item No. AHCF-1.28

Any other item(s) with the permission of the Chair.

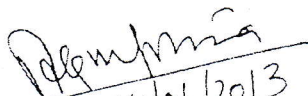
(a) Approval of HVAC facility in additional area at AIIMS, Bhubaneswar.

The proposal placed by the Director, AIIMS, Bhubaneswar, for HVAC facility in additional area in Laboratories and other places at Medical College and Hospital Building with a cost of Rs. 15.88 Cores were discussed. The Committee approved the proposal in principle, however, the estimate prepared by DPR Consultant should be placed before the Deviation Variation Committee through Superintending Engineer to approve and send the proposal to the Ministry of H & FW for further steps.

(b) Approval of the proposal for vertical extension of Trauma and Emergency Building (G Block) of AIIMS, Bhubaneswar.

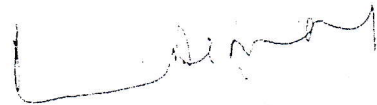
The proposal placed by the Director, AIIMS, Bhubaneswar, for vertical extension of Trauma and Emergency Building (G Block) at AIIMS, Bhubaneswar, which is a single storied building with scope for one more floor with a cost of Rs. 11.85 Cores was discussed. The Committee approved the proposal in principle as the space was not sufficient to cater to the demand. However, the estimate prepared by SE/DPR Consultant should be placed before the Deviation Variation Committee to approve and send the proposal to the MoH & FW for further steps.

The meeting ended with a vote of thanks to the Chair.


14/06/2013

(A.K. Mahapatra)
Member Secretary
Ad hoc Committee on Finance
AIIMS, Bhubaneswar

APPROVED



(Keshav Desiraju)
Chairman
Ad hoc Committee on Finance
AIIMS, Bhubaneswar