

ICAR-INDIAN VETERINARY RESEARCH INSTITUTE
IZATNAGAR (U.P.) 243122

No.F.3-1/2019-20/Budget

Dated: 24.09.2019

To

The JDs/HDs/JD(Adm.)/Incharges/CAO/SAO
AAO (General/Contract/Purchase-I & Purchase-II),
IVRI, Izatnagar.

Sub: Proceedings of the review of expenditure meeting held on 21.09.2019.

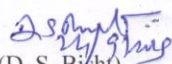
Sir,

I am to enclose herewith a copy of the proceedings of review of expenditure meeting held on 21.09.2019 in the Committee Room of Adm. Block duly approved by the Competent Authority for information and further necessary action in the matter.

It is also requested that Action Taken on the point pertaining to your Division/Section/Unit may kindly be furnished to this office at the earliest.

Encl: As above.

Yours faithfully


(D. S. Bisht)
Sr. Fin. & Accounts Officer

Proceedings of the review of expenditure meeting held on 21.09.2019 in the Committee Room of Administrative Block.

A meeting under the Chairmanship of Director was held on 21.09.2019 at 4.00 PM in the Committee Room of Administrative Block to review the expenditure ^{under} various heads of Unified Budget, ORPs and AINPs. The meeting was attended by Joint Directors (EE), Head of Divisions /JD (Adm.) / Incharges/Comptroller, SAOs/SFAO/AAO (P-I & P-II)/General/Contract.

At the outset Comptroller, IVRI welcomed all the Members and briefed the position of expenditure under Unified Budget, ORPs/AINPs upto 18.09.2019 against BE allocation 2019-20. Thereafter Chairman reviewed the head-wise expenditure of unified budget and following suggestions were given for timely and maximum utilization of funds allocated at BE stage.

1. Against the BE allocation under sub-head Capital-Works no expenditure has been made so far. The JD (Adm.)/AAO (General) was advised to expedite the action for utilization of the funds allotted under sub-head "Works" as per SFC provision.

Action: JD (Admn./AAO (General)

2. On reviewing the position of utilization of funds allotted under sub-head "Equipment" it has been found that a sum of Rs.6.56 Lakh has been incurred so far. Hence, it was directed that active efforts may be made for utilization of funds allotted for procurement of equipments as per SFC provision. The SRS received in the Purchase Section may be processed on priority basis for timely procurement of the equipment.

Action: JD (Admn./CAO/SAO/AAO (P-I & II)

As regard framing specifications for procurement of the equipment, the Comptroller pointed out that highest common basis (HCB) of all the concerned manufacturers should be taken so that competitive bids could be received after tendering.

Action: All HDs

3. The position of utilization of funds under sub-head "Information Technology" Library Books and Journals and furniture fixture was also not found upto the mark with reference to the funds received so far and it was advised to the concerned that active efforts be made for full utilization of funds.

Action: JD (Admn./CAO/OIC, Lib.

4. Incharge, LPM was advised to take action for utilization of funds of Rs.16.00 lakh allocated for purchase of Livestock.

Action: I/C, LPM/CAO

5. The position of utilization of funds allotted under sub-head "Travelling allowance" wherein BE is 62 lakh and expenditure incurred so far 59.00 lakh. Hence it was advised that tour programme may be approved judiciously when it is absolutely necessary alternative mode of funds may be followed by utilizing the funds allotted under various Projects/Schemes etc.

6. On reviewing the position of HRD funds, it was found that against allocation of 18.00 Lakh a sum of Rs.3.63 lakh has only been incurred so far. Hence, the Nodal Officer (HRD) was advised to ensure full utilization by making active efforts.

Action: Nodal Officer (HRD)

7. The funds allotted under SCSP sub-head for Rs.380.00 lakh for Izatnagar campus and expenditure to the extent of Rs.0.66 lakh was discussed in detail with all the members to consider different alternatives in view of the mandate of the institute for utilization of the funds under sub-head Capital and revenue keeping in view the guidelines issued by he Govt. of Indian/ICAR. In this regard following suggestions were made:-

- i. The Joint Director (EE) suggested that awareness training programme should be organized in the field of Animal Husbandry for the SC community and they should be provided piglets, goats, and poultry items to increase their income. The SC students may be provided books for preparation of competition by the SC students. Besides, they may be given mineral mixture for feeding their animals.
- ii. OIC, Human Hospital suggested that health camps should be organized with the SCSP funds to make aware the community about the health problems/diseases and their treatment. In this regard vaccination for Hepatitis "B" and awareness for Cervical Cancer may be considered.
- iii. Shri Rakesh Pandey, CTO and Subject matter Specialist from KVK pointed out that for implementing the scheme people from Ambedkar Villages may be invited and they may be provided trainings relating to Agriculture and Dairy Farming. Besides, they may be provided small agriculture implements for their day to day use and to increase livelihood.
- iv. The Incharge LPM suggested that training may be provided to the SC groups in the piggery and they may be provided piglets and feed items.

v. All proposals for utilization of funds under SCSP head should be routed through Nodal Officer - JD (EE).

8. The Comptroller pointed out that timely processing of all the purchase proposals may be ensured and all bills must be sent by the DDO to the Finance Section by 15th March positively so that all the bills could be processed timely in the finance sections and no liability is carried forward to the next Financial Year.

All the PIs were advised to ensure full utilization of the funds allotted to the Centres and no fund should be surrendered after closing of the financial year.

The meeting ended with vote of thanks to the chair.

Asst. Dir.
23/8/19
SFAO

[Signature]
23.9.2019
COMPTROLLER

The proceedings of the meeting is submitted for approval.

DIRECTOR

[Signature]
[Signature]
24/9/19