

**INDIAN COUNCIL OF AGRICULTURAL RESEARCH (ICAR)**



**AGENDA OF THE REVIEW INTERACTIVE MEET OF AS&FA,  
DARE/ICAR WITH THE FINANCE HEADS OF ICAR INSTITUTES OF  
SOUTH ZONE**

**VENUE: NAARM, HYDERABAD**

**DATE: APRIL 25<sup>TH</sup> 2016**

**TIME: 1100 HRS**

**INDIAN COUNCIL OF AGRICULTURAL RESEARCH  
KRISHI BHAVAN: NEW DELHI**

F. No. 22/26/2012/CDN (A&A)

Dated the 21<sup>st</sup> April 2016

**AGENDA OF THE REVIEW INTERACTIVE MEET OF THE AS&FA, DARE/ICAR WITH FINANCE OFFICERS OF ICAR INSTITUTES OF SOUTH ZONE SCHEDULED FOR 25<sup>th</sup> APRIL 2016 AT 11.00 A.M. AT NAARM, HYDERABAD.**

Following are the agenda of the Review Interactive meeting of the Finance Heads of ICAR units of South Zone with the AS&FA, DARE/ICAR scheduled at NAARM, Hyderabad, on 25<sup>th</sup> April 2016 at 11.00 a.m.:

**AGENDA: I: OPENING REMARKS BY THE AS&FA, DARE/ICAR**

The AS&FA, DARE/ICAR will address the participants and give his opening remarks.

**AGENDA: II: ACTION TAKEN NOTE ON SOUTH ZONE INTERACTIVE MEET DATED: 26<sup>TH</sup> OCTOBER 2015**

The Action Taken Note is placed as **Annexure I** for consideration and adoption.

**AGENDA: III: PROGRESS IN SETTLEMENT OF OUTSTANDING AUDIT PARAS AND PRESENT STATUS**

The previous meeting of the ICAR institutes located in South Zone was held on 26<sup>th</sup> October 2015. The position of Audit Paras as on 30<sup>th</sup> June 2015 was discussed in that meeting. The progress made since then is shown in **Annexure: II (A)**.

The present position of Audit Paras is shown under **Annexure: II (B)**

**AGENDA: IV: PROGRESS IN SETTLEMENT OF OUTSTANDING ADVANCES AND THEIR PRESENT STATUS**

The progress made in settlement of advances since the last meeting, in which the status as on 30<sup>th</sup> June 2015 was discussed, is shown in **Annexure: III (A)**.

The present position of Outstanding Advances is shown under **Annexure III (B)**.

**AGENDA: V: BANK RECONCILIATION RELATED ISSUES**

The position of Bank Reconciliation Statement for the month ending March 2016 vis-à-vis the progress made since the last meeting will be laid down before the meeting is placed as **Annexure: IV.**

**AGENDA: VI: ISSUES IN IMPLEMENTATION OF FMS-MIS**

The participating institutes will discuss the issues in implementation of the FMS-MIS.

**AGENDA: VII: BUDGET, RELEASE OF FUNDS AND UTILIZATION OF FUNDS:**

The utilization of funds under Non-Plan and Plan during the year 2015-2016 in respect to the participating units will be laid down before the meeting. **Annexure: V (A) & V (B).**

**AGENDA: VIII: ISSUES RELATED TO PENSION AND RETIREMENT BENEFITS INCLUDING NEW PENSION SCHEME**

The issue related to the settlement of pension and retirement benefits of employees retiring from the participating units will be discussed.

**AGENDA: IX: INTERNAL FINANCE RELATED ISSUES: DIFFERENCE OF OPINION BETWEEN DIRECTOR OF INSTITUTE AND THE FINANCE HEAD**

The information on Difference of opinion for the half-yearly period ending December 2015 received from Institutes will be placed before the meeting. **Annexure: VI.**

**AGENDA: X: ANY OTHER ISSUE WITH THE PERMISSION OF THE CHAIR.**

**ANNEXURE: I****ACTION TAKEN NOTE ON THE SOUTH ZONE INTERACTIVE MEETING HELD  
ON 26<sup>TH</sup> OCTOBER 2015 AT NIANP, BENGALURU**

<b>Agenda</b>	<b>Action Point</b>	<b>Remarks</b>
Agenda: I: Outstanding Paras	Finance Officer of NBAIR, Bengaluru and CPCRI, Kasaragod informed that one of the pending audit para pertain to Grant of Advance Increment to Scientist which has been objected to by the external auditors. However similar audit para in respect to IIHR, Bengaluru and CIBA, Chennai have been settled on the basis of reply submitted by these institutes. It was decided that the matter may be taken up by Inspection Unit of ICAR with the external auditors for their settlement.	Finance Heads will inform the meeting of the latest development in this regard.
	It was decided that a letter may be written to Director of all Institutes calling for their personal intervention in settling the outstanding Audit Paras. The letter may suggest formation of a Committee of Senior Officers from Administration, Scientist and Finance and the Director in each institute which may monitor and get the audit paras settled in phased manner by constant pursuance.	Advice sent to all ICAR Institutes.
Agenda: II: Outstanding Advances	The position of unadjusted advance as reported by IOPR, Pedavegi drew the attention of the AS&FA DARE/ICAR. As on date advances pertaining to Civil works amounting to Rs. 297.39025 lakhs in lying unadjusted since 2003-04 and after, while advances to Departmental Officers (Contingent, TA, LTC) amounting to Rs. 154.65 lakhs is lying unadjusted since 2004-2005 and after. AS&FA, DARE/ICAR directed that the Director and the Finance Officer of the Institute may be called to ICAR Hqrs for review of the matter.	The visit of Director and the Finance Head was convened where it was impressed upon the officers to take personal interest and report progress. The same will be reviewed in the next Interactive meeting.
	The AS&FA directed that a letter may be written to Director of all Institutes calling for their personal intervention in settling of the outstanding advances, especially the old ones which has passed the prescribed	Action taken as minuted.

	period of settlement.	
Agenda: III: Bank Reconciliation Statement	Finance Officer of CPCRI, Kasaragod was asked to update the BR Statement and also settle the pending items.	Present position will be placed by the concerned Finance Officer
Agenda: VII: Pension & Other Retirement Benefits Related issues	F&AO, CTRI, Rajahmundry raised the issue of payment of Gratuity to Temporary Status Casual Labourers (TSCL).	F&AO, CTRI, Rajamundry will submit the latest status report.
Agenda: IX (ii) : Other Issues	F&A.O., IIMR, Hyderabad raised the issue of non-payment of difference amount of the bill and as a result non-settlement of Letter of Credit due to the closure of the sponsored project in the intervening period and unavailability of funds under the said sponsored project. He was directed to refer the matter to Council.	F&AO, IIMR will submit the latest status report.

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**ANNEXURE: 1(A)**  
**PROGRESS IN SETTLEMENT OF OUTSTANDING**

S. No.	Name of Institutes	Pending up to 30.09.2015	Adjusted / settled during the quarter ending 31.12.2015	Pending for settlement	Percentage settled
1.	CTRI, RAJAHMUNDRY	4	0	4	0.00%
2.	IIRF, HYDERABAD	27	0	27	0.00%
3.	IIOF, HYDERABAD	9	0	9	0.00%
4.	IIMR, HYDERABAD	12	5	7	41.66%
5.	NSAIF, BANGALORE	9	0	9	0.00%
6.	SBI, COIMBATORE	2	0	2	0.00%
7.	CIBA, CHENNAI	3	2	1	66.66%
8.	CIFT, COCHIN	15	10	5	66.66%
9.	CPCRI, KASARGOD	22	15	7	68.18%
10.	CTCRI, KERALA	2	0	2	0.00%
11.	IIFR, BANGALORE	5	3	2	60.00%
12.	IISR, KOZHIKODE	19	11	8	57.89%

13.	NRC BANANA, TRICHY	8	1	7	12.50%
14.	DTE OF CASHEW, PUTTUR	0	0	0	100.00%
15.	N/ANP, BANGALORE	2	0	2	0.00%
16.	NRC MEAT, HYDERABAD	9	3	6	33.33%
17.	N/VEDI, BANGALORE	5	0	5	0.00%
18.	PO ON POULTRY, HYDERABAD	11	0	11	0.00%
19.	CRIDA, HYDERABAD	18	0	18	0.00%
20.	DOPR, PEDAVEGI	14	7	7	50.00%
21.	ATARI - IV, HYDERABAD	8	0	8	0.00%
22.	ATARI - VII, BANGALORE	6	0	6	0.00%
<b>TOTAL</b>		<b>210</b>	<b>37</b>	<b>173</b>	<b>27.14%</b>

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## ANNEXURE II(B) Status of Outstanding Audit Paras as on 31.12.2015

Sl.No	Name of the Institutes	upto 04-05	05-06	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15	15-16	TOTAL
1	CTRI, Rajahmundry					1	1				2			4
2	IIRR, Hyderabad					10				2	2	3	10	27
3	IOR, Hyderabad						1				2	2	4	9
4	IMR, Hyderabad							2				3	2	7
5	NBAIR, Bangalore					6						3		9
6	SBI, Coimbatore										2			2
7	CTBA, Chennai							1						1
8	CIFT, Kochi											5		5

## Status of Outstanding paras as on 31.12.2015

Sl.No	Name of the Institutes	Upto 04-05	05-06	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15	15-16	TOTAL
9	CPCRI, Kasargod										7			7
10	CTCRI, Trivandrum									2				2
11	IHB, Bangalore									2				2
12	IISR, Calicut										1	7		8
13	NRCB, Trichy		1					1					5	7
14	Dir. of Cashew Research, Puttur													
15	NANP, Bangalore										2			2
16	NRC on Meat, Hyderabad										3	3		6

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**Status of Outstanding paras as on 31.12.2015**

Sl.No	Name of the Institute	04-05	05-06	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15	15-16	TOTAL
17	NIVEDI, Bangalore										3	2		5
18	DPR (PDF), Hyderabad										2	2	7	11
19	CRIDA, Hyderabad					2					3	3	10	18
20	HOPR, Pedavagi	1			2	2					2			7
21	ATARI-V, Hyderabad						2					4	4	10
22	ATARI-VIII, Bangalore										4			4



ANNEXURE- III(A)  
PROGRESS IN SETTLEMENT OF OUTSTANDING ADVANCES

S. No.	Name of Institutes	Pending upto 30.09. 2015	Adjusted / settled during the quarter ending 31.12.2015	Pending for settlement	Percentage settled
1.	CTRI, RAJAHMUNDRY	19.65	14.16	5.49	72.06%
2.	IIRF, HYDERABAD	107.23	15.38	91.87	14.34%
3.	IIR, HYDERABAD	62.27	17.45	44.82	23.78%
4.	IIMR, HYDERABAD	73.38	27.19	46.17	37.06%
5.	NBAIR, BANGALORE	36.67	17.84	18.83	48.65%
6.	SBI, COIMBATORE	86.32	24.23	62.09	28.06%
7.	CIBA, CHENNAI	506.63	231.51	275.12	45.68%
8.	CIFT, COCHIN	231.5	17.85	213.65	7.71%
9.	CPCRI, KASARGOD	383.82	74.4	319.51	18.88%
10.	CTCRI, KERALA	117.55	32.12	85.43	27.32%
11.	IIRR, BANGALORE	937.89	35.31	902.58	10.45%
12.	IISR, KOZHIKODE	141.23	72.24	91.23	51.15%

13.	NHC BANANA, TRICHY	219.12	151.88	67.29	69.28%
14.	ITE OF CASHEW, PUTTUR	126.60	0.84	125.66	0.74%
15.	NIAMP, BANGALORE	62.81	2.85	79.96	3.44%
16.	NHC MEAL, HYDERABAD	60.8	13.89	46.64	22.59%
17.	NIVEDI, BANGALORE	902.95	97.94	705.92	12.08%
18.	RD ON POULTRY, HYDERABAD	162.83	86.28	66.55	83.09%
19.	ICRIDA, HYDERABAD	78.91	27.75	51.15	35.16%
20.	ICOPR, BANGALORE	145.68	216.29	729.88	48.53%
21.	ICARI, V, HYDERABAD	2.77	2.5	0.13	65.50%
22.	ICARI, VII, BANGALORE	0.58	0.55	0.07	98.21%

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**ANNEXURE: III (B) Position of Outstanding advances as on 31.12.2015**  
**Name of Institute - CTBI, Rajamundry.**

(Rs. in lakhs)

Year	CPWD		BGS&O	DAVP	Other Department	Contingent	TA/ A	LTC	Medical
	WC	WP							
2015-16 More than 3 months		1.59	0.50						
2015-16 less than 3 months		12.78			0.70	0.04	4.90		
<b>Total</b>		<b>14.37</b>	<b>0.50</b>		<b>0.70</b>	<b>0.04</b>	<b>4.90</b>		

**ANNEXURE: III (B) Position of Outstanding Advances as on 31.12.2015**  
**Name of Institute - II**

