



केन्द्रीय विद्यालय संगठन

केन्द्रीय विद्यालय संगठन/ Kendriya Vidyalaya Sangathan
18, संस्थानिक क्षेत्र/ 18, Institutional Area
शहीद जीत सिंह मार्ग/ Shaheed Jeet Singh Marg
नई दिल्ली-16/ New Delhi - 16
Phone No. 011-26523070

No.F.110240 (3)/FC/2014/KVS (HQ)(Budget)

Dated 8-12-2014

Sub: Minutes of the meeting of the Finance Committee held on 28-11-2014 at 3.00 P.M in Room No.116 'C' of Shastri Bhawan, MHRD, New Delhi

A copy of the minutes of the Finance Committee Meeting held on 28th Nov, 2014 in Room No. 116 'C' of Shastri Bhawan, MHRD, New Delhi duly approved by the Vice-Chairperson of KVS is enclosed. Comments, if any, may please be forwarded to the undersigned by 9th December, 2014.

(S.Muthusivam)

Asstt. Commissioner (Finance) &
Member Secretary

Encl: As above.

Distribution:-

1. All members of the Finance Committee, KVS
2. PPS to Vice-Chairperson, KVS, MHRD, Shastri Bhawan, New Delhi
3. PPS to Joint Secretary & Financial Advisor, MHRD, Shastri Bhawan, New Delhi
4. PS to Joint Secy. (SE-II) MHRD, Shastri Bhawan, New Delhi
5. PS to Commissioner, KVS(HQ), New Delhi.
6. PS to Additional Commissioner (Admn.) KVS (HQ), New Delhi.
7. PS to Additional Commissioner (Acad.), KVS (HQ), New Delhi.
8. The Joint Commissioner (Pers)/(Admn)/(Acad)/(Trg) KVS (HQ),
9. The Superintending Engineer, KVS (HQ).
10. All Branch Officers of KVS (HQ), New Delhi

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केन्द्रीय विद्यालय संगठन KENDRIYA
VIDYALAY SANGATHAN

MINUTES OF FINANCE
COMMITTEE MEETING
28.11.2014

केन्द्रीय विद्यालय संगठन (के.वी.संगठन)

Kendriya Vidyalaya Sangathan (KVS)

एन.ए.ए. बिल्डिंग, एन.ए.ए. बिल्डिंग, एन.ए.ए. बिल्डिंग

13, Institutional Area, SIS, Delhi

एन.ए.ए. बिल्डिंग/एन.ए.ए. बिल्डिंग

MINUTES OF FINANCE COMMITTEE MEETING HELD ON 28th NOVEMBER, 2014.

A meeting of the Finance Committee was held on 28th November, 2014 at 3.00 P.M. in Room No. 117 C Wing, Shastri Bhawan, New Delhi under the Chairpersonship of Ms. Vrinda Sarup, Special Secretary (SE), Ministry of Human Resource Development and Vice-Chairperson KVS.

The list of participants placed at Annexure 'A'.

ITEM NO.	AGENDA	DECISION
1	TO CONFIRM THE MINUTES OF THE LAST MEETING OF THE FINANCE COMMITTEE HELD ON 30-6-2014.	The minutes of the last meeting of Finance Committee held on 30 th June, 2014 were confirmed.
2	ACTION TAKEN REPORT ON THE PREVIOUS FINANCE COMMITTEE MEETINGS HELD ON 23rd JUNE AND 30th JUNE, 2014.	Action taken report was noted.
3	<p>APPROVAL AND ADOPTION OF SEPARATE AUDIT REPORT ON THE ACCOUNTS OF KVS FOR THE YEAR 2013-14.</p> <p>The Annual Accounts of the Sangathan for the year 2013-14 were approved by the Finance Committee in its meeting held on 30.06.2014 and its copy forwarded to the Director General of Audit, Central Expenditure (DGACE) on 30.06.2014 for audit and certification as per the prescribed Time Schedule. The BOG of the Sangathan approved the Annual Accounts in its meeting held on 01.07.2014 on the recommendation of the Finance Committee.</p> <p>The DGACE conducted the audit and certification of the Annual Accounts during August 25, 2014 to September 19, 2014. The DGACE New Delhi initially issued draft Separate Audit Report (SAR) on November 10, 2014 for comments of the Sangathan. The comments of the Sangathan on the draft SAR submitted to the DGACE on November, 13, 2014 is placed at Annexure 4. Now the DGACE has certified the Annual Accounts 2013-14 of the Sangathan and issued final Separate Audit Report (SAR) for laying on the Table of both the Houses of Parliament. The final SAR is placed at Annexure 5.</p> <p>Finance Committee may kindly recommend to the BOG for approval and adoption of SAR and Certified Annual Accounts so that printed SAR and Certified Annual Accounts (both Hindi & English) may be placed before the BOG for adoption and laying on the Table of both the Houses of Parliament.</p>	<p>On perusal of the Separate Audit Report (SAR) issued by the O/O Director General of Audit (Central Expenditure), New Delhi and Certified Annual Accounts of Kendriya Vidyalaya Sangathan for the year 2013-14 the Finance Committee recommended to the Board of Governors, KVS for approval and adoption of SAR and Certified Annual Accounts of KVS 2013-14 so as to laying those documents on the table of both Houses of Parliament within the prescribed time schedule. However, the Chairperson of the Finance Committee further directed KVS to take suitable action on the points</p>

brought out in the SAR report 2013-14 and issue necessary instructions to the concerned units wherever required to rectify the omissions in the current year 2014-15 accounts. The Committee also stressed to initiate immediate action on the following issues:

- (i) Internal Audit Paras lying unsettled for more than two years old (482) and one year old (890) should be settled immediately.
- (ii) Compliance report for 14 out of 28 DGACE paras has already been submitted by KVS for settlement and KVS should ensure that the reply for the remaining 14 paras is furnished to O/O DGACE, New Delhi within one month for settlement.
- (iii) As far as the issue regarding irregularity in payment of statutory dues is concerned, the committee directed KVS to collect the EPF and ESI payment records of 2013-14 from House Keeping Agencies and file it along with payment vouchers for 2013-14 for records and

		<p>further verification by Audit.</p> <p>(iv) Details of loans/ Advances/ deposits as sought for by the audit may be compiled and attached in the Accounts of 2014-15.</p>																																																																					
4	<p>TO CONSIDER AND APPROVE THE REVISED ESTIMATES FOR 2014-15 AND BUDGET ESTIMATES 2015-16 OF KENDRIYA VIDYALAYA SANGATHAN.</p> <p>As on date, there are 1102 existing Kendriya Vidyalayas financed by Government of India and Public Sector Undertakings etc. which are distributed in different sectors as follows :-</p> <table border="1" data-bbox="162 907 1088 1332"> <thead> <tr> <th>S. No.</th> <th>Sector</th> <th>No. of Kendriya Vidyalayas</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>Govt. Sector:</td> <td></td> </tr> <tr> <td></td> <td>i) Defence Sector</td> <td>351</td> </tr> <tr> <td></td> <td>ii) Civil Sector</td> <td>615</td> </tr> <tr> <td></td> <td>iii) Abroad</td> <td>03</td> </tr> <tr> <td></td> <td></td> <td>969</td> </tr> <tr> <td>B.</td> <td>Project Vidyalayas & Institute of Higher learning</td> <td></td> </tr> <tr> <td></td> <td>i) Project Vidyalayas</td> <td>107</td> </tr> <tr> <td></td> <td>ii) Institutes of Higher Learning Vidyalaya</td> <td>26</td> </tr> <tr> <td></td> <td></td> <td>133</td> </tr> <tr> <td>C</td> <td>GRAND TOTAL</td> <td>1102</td> </tr> </tbody> </table> <p>1.1 The requirement of funds for Government Financed Units in RE 2014-15 and BE 2015-16 under the Non-Plan/Plan Budget are given below: -</p> <p>(I) NON PLAN</p> <p>Expenditure on pay and allowances, pension payment and other retirement benefits are met out of the Non Plan.</p> <p style="text-align: center;">FOR GOVERNMENT FINANCED VIDYALAYAS</p> <table border="1" data-bbox="170 1653 1031 1982"> <thead> <tr> <th colspan="2">Summary</th> <th colspan="4">(Rupees in Lakhs)</th> </tr> <tr> <th></th> <th></th> <th>2013-14</th> <th colspan="2">2014-15</th> <th>2015-16</th> </tr> <tr> <th></th> <th></th> <th>Actuals</th> <th>BE</th> <th>RE</th> <th>BE</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>GIA Salary</td> <td>209423</td> <td>203590</td> <td>229200</td> <td>263580</td> </tr> <tr> <td>B</td> <td>Retirement benefit, contribution to pension</td> <td>41884</td> <td>31490</td> <td>46200</td> <td>53130</td> </tr> <tr> <td>C</td> <td>Non-Salary</td> <td>11426</td> <td>8700</td> <td>27100</td> <td>31165</td> </tr> </tbody> </table>	S. No.	Sector	No. of Kendriya Vidyalayas	A	Govt. Sector:			i) Defence Sector	351		ii) Civil Sector	615		iii) Abroad	03			969	B.	Project Vidyalayas & Institute of Higher learning			i) Project Vidyalayas	107		ii) Institutes of Higher Learning Vidyalaya	26			133	C	GRAND TOTAL	1102	Summary		(Rupees in Lakhs)						2013-14	2014-15		2015-16			Actuals	BE	RE	BE	A	GIA Salary	209423	203590	229200	263580	B	Retirement benefit, contribution to pension	41884	31490	46200	53130	C	Non-Salary	11426	8700	27100	31165	<p>The Finance Committee considered the Budget proposals of KVS namely Revised Estimates RE 2014-15 and Budget Estimates 2015-16 of KVS under Non-Plan & Plan and approved it and further recommended to Ministry of Human Resource Development for consequent release of Grants-in-Aid to Kendriya Vidyalaya Sangathan for the year 2014-15 and 2015-16.</p> <p>The Committee further directed KVS to ensure that no surplus fund is lying in any RO VVN Deposit Account beyond three years and if available, it may be got transferred to KVS HQ Account. Amount thus received for Rs. 13.37 Crore by KVS HQ may be reflected and adjusted in Non-Plan school Deposit during the current Financial Year as per the provisions of Article 204, Accounts Code.</p>
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Components (other recurring & non recurring and M&R)					
D	Total Grant in aid General (B+C)	53310	40190	73330	84295
	Grand Total. (A+D)	262733	243780**	*302500**	347875

* Includes Rs. 23134 Lakh unspent balance of 2013-14 to be permitted for carry forward during 2014-15

** Includes internal receipt of Rs.160 crore approx.

(II) PLAN

(RUPEES IN LAKHS)

S. No	Item	Actual 2013-14	B.E. 2014-15	R.E. 2014-15 (proposed under Re- appropriat ion	B.E 2015-16
1	Training of teachers	200.00	1500	1300	2000
2	Salary to the staff posted in KVs/ ROs/ ZIETs opened on or after 1.4.2003	11895.60	15400	41500	50000
3	Creation of Capital Assets	23004.48	68400	42500	42500
	TOTAL	35100.08	85300	85300	94500

- During the Pay Roll Audit it has been directed that Pay and allowances & other recurring expenses for new KVs opened on or after 1.4.2003 including 107 new KVs opened during the year 2010-11 & 2011-12 as well as 7 New Regional Offices & 5 ZIETs may be met out from Plan grant only. Accordingly a request for re-appropriation of funds under Plan fund was submitted to MHRD.

- 1.2 The estimates for Non-Plan have been proposed in the light of the approved norms with due regard to the economy instructions received from the Government. There will also be normal growth of the classes both for new KVs as well as for existing Vidyalayas.

The increase of figure shown in RE 2013-14 and BE 2014-15 are due to grant of annual increment, sanction of two additional installments of DA, filling up of vacant post of teachers and increase in number of pensioners.

- 1.3 The Finance Committee may consider and approve the Revised Estimates 2014-15 and Budget Estimates 2015-16 as detailed above and to recommend the release of Grants-in-Aid to Kendriya Vidyalaya Sangathan by the Ministry of Human Resource Development.

- (iii) **Kendriya Vidyalayas financed by Public Sector Undertakings, Institute of Higher Learning etc. For KVs under the sponsorship of PSUs & IHL Sectors, KVS receives no grants from Govt. of India. The financial position of 133 KVs under PSU & IHL Sector are as under:**

(Rupees in Lakh)					
FROM SPONSOR OF PROJECT KENDRIYA VIDYALAYA					
S. No	Item	Actual 2013-14	B.E. 2014-15	R.E. 2014-15	B.E 2015-16
01	Pay & Allowances	25966	33827	33004	37720
02	Recurring & Non- Recurring	214	477	417	454
03	Total Expenditure/ requirement.	26180	34304	33421	38174
04	Less : Internal receipts	1323	2136	2368	2294
05	NET	24857	32168	31053	35880

• **VIDYALAYA VIKAS NIDHI**

- a) VVN Fund available at the Vidyalaya will be utilized as per the budget approved by the VMC and according to the KVS norms. However as per Article 204 of the Account Code of KVs, surplus funds i.e. funds remaining unutilized shall be allowed to be carried forward for a period of 3 years. Thereafter the said unutilized balance, which remain beyond three years, shall be transferred to VVN Deposit Account of the Regional Office. Likewise, surplus funds remaining unutilized in Regional Office VVN Deposit Account beyond a period of three years shall be transferred to VVN Deposit Account of KVS(Hqr.)
- b) VVN Fund available at R.O will be utilized as per the KVS norms approved by the BOG.
- c) VVN Fund available at H.Q will be utilized for the construction activities in the existing Vidyalayas, and for the infrastructure strengthening of Vidyalayas including modernization of labs in the Vidyalayas.

<p>5</p>	<p>RECRUITMENT OF TEACHING AND NON-TEACHING POST THROUGH LIMITED DEPTT. COMPETITIVE EXAMINATION FOR THE YEAR 2014-15 AND 2015-16 BY ENGAGING CBSE AS RECRUITING AGENCY.</p> <p>In accordance with the existing Recruitment Rules there is a method to fill up certain vacant posts of Principal, Vice-Principal, PGT, TGT, HM, Finance Officer, Section Officer and some other posts through Limited Deptt. Competitive Examination. The Limited Deptt. Examination for various teaching and non-teaching posts for the year 2008-09 and 2009-10 was done by Punjab University, Chandigarh and thereafter for the year 2010-11 and 2011-12 by the IBPS, Mumbai. The Limited Deptt examination for the year 2012-13 and 2013-14 was recently held on 14.9.2014 by the All India Management Association (AIMA), New Delhi through limited tender process. The BOG, KVS in its 97th meeting held on 27.2.2014 approved 8 agencies, including the three mentioned above.</p> <p>While inviting the limited tenders from various Recruiting agencies for filling up the teaching and non-teaching posts for the year 2014-15 and 2015-16, the CBSE, which is also one of the approved 8 agencies by BOG, vide their letter dated 25.9.2014 has informed that they are not a commercial institution and will not take part in pre-qualification or financial bids of any kind. However, CBSE has shown interest to undertake the Recruitment work of Kendriya Vidyalaya Sangathan with due Memorandum of Understanding between the two parties on no profit-no loss basis. Recently, CBSE has conducted Limited Deptt. Examination for NVS for the post of Principal by mutually agreed MOU for which NVS has paid Rs. 5,00,000=00 (Rs. Five lac only) to CBSE 10 days in advance before the conduct of Examination for the entire project.</p> <p>On similar lines, KVS also proposes to engage Central Board of Secondary Education (CBSE) as Recruiting agency for conduct of Limited Deptt. Examination for various Teaching and Non-teaching posts for the year 2014-15 and 2015-16. KVS proposes to enter into MOU with CBSE on the lines of NVS and to get the work done on no profit no loss basis through CBSE. Following activities are proposed to be assigned to CBSE for conduct of Limited Deptt. Examination:</p> <ol style="list-style-type: none"> 1. Developing of online website portal for inviting applications for each posts as per KVS Recruitment Rules. 2. Applications processing (Collection, Segregation, Numbering, Reconciliation etc.) 3. Generation of Admit cards for written test. 4. Generation of reports in respect of eligible and ineligible 	<p>The Proposal of Sangathan to engage CBSE as Recruiting Agency for the purpose of recruitment of Teaching and Non-Teaching Post through limited Departmental competitive examination for the year 2014-15 and 2015-16 was considered by the Committee and recommended to the Board of Governors of KVS for approval.</p>
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	<p>candidates.</p> <ol style="list-style-type: none"> 5. Objective type written test Administration (Design, Development and Printing of objective type question papers & OMR sheets, Conduct of written tests, Transportation of test Material and its retrieval etc.) 6. Result processing of OMR sheets. 7. Generation of Results (merit wise, category wise and roll wise) 8. Scrutiny of applications for conduct of interview, as per vacancy. 9. Preparation of Candidates Dossiers for Interview Board members. 10. Preparation of final results. <p>The proposal may please be considered and recommended by Finance Committee for approval by the Board of Governors.</p>	
6	<p>FEE COLLECTIONS THROUGH BANKS AND GENERATION OF INTEREST THROUGH TRANSFER OF SPARE FUNDS AVAILABLE AT REGIONAL OFFICE AND KENDRIYA VIDYALAYAS INTO DEPOSITS.</p> <p><u>Background and present system of fee collection in KVS:</u></p> <p>Presently quarterly fee from students is collected in cash by the respective class teachers and cash collected is handover to non teaching staff for deposit into bank account. The non teaching staff deposits the cash in the respective SF and VVN bank account maintained by KV. Fee receipt is issued by teacher and records of fee collection is required to be maintained by Kendriya Vidyalaya in terms of provisions of Account Code. At present, records are being maintained manually at the KV level.</p> <p><u>1.0 Proposal for collection of fee through bank and transfer of funds into Flexi account to generate interest from date of transfer of funds:-</u></p> <p>The objective to introduce fee collection through bank is to outsource the fee collection work without any financial implication. The proposed system will ensure that productive time of teachers and office staff may not be wasted in collection of fee. This will result in automation of student records, accounts and reconciliation issues, risk elimination in collection of fee and deposit of funds with concerned bank, instant knowledge of funds available at School, effective utilization of spare funds by placing them in term deposit and effective monitoring for release of funds to school/RO. Further, different types of MIS at the level of school, Regional office and headquarters will become available by the proposed system on</p>	<p>The Committee after careful consideration of the proposal of fee collection through Union Bank of India in phased manner and investment of spare funds available into interest earning deposits recommended it to the Board of Governors for approval with the provision that :-</p> <p>(a) (i) KVS should institutionalize a system to cross check that fee collected from the students is correctly and fully deposited in KVS main fee account in UBI and further that the same is correctly apportioned and remitted back to KV/ RO/ KVS (HQ) account to ensure that there is no misplacement/ wrong</p>

real time basis, which can be effectively used for generation of various reports, research analysis and above all to bring complete uniformity in all KVs.

2.0 Inviting EOI:-

The Kendriya Vidyalaya Sangathan had invited Expression of Interest (EOI) on 31st January, 2014 (Annexure-1) from **Public Sector banks** for collection of fee from 1091 schools located throughout India and generation of interest through transfer of spare funds into deposits as available at R.O. and School from time to time. The EOI was published in Times of India as well as Dainik Jagran and listed on website of KVS.

3.0 Evaluation of Bids:-

In response to EOI, total nine banks submitted their bids, however, IDBI was not considered in evaluation process as it had not submitted the EMD. The technical bid of the following eight banks was examined.

Sr. No.	Name of the Bank
1	Allahabad Bank
2	Bank Of Baroda
3	Bank of India
4	Canara Bank
5	Punjab National Bank
6	State Bank of India
7	Union Bank of India
8	Vijaya Bank

3.1 After due process, two banks namely State Bank of India and Union Bank of India were declared technically qualified for opening of financial bids. The assignment of collection of fee and generation of interest through transfer of spare funds into deposits was awarded to Union Bank of India in April, 2014 being L-1 (**as no Charges was sought by the bank towards collection of fee from the students/Parents as well as from KVS**). The U.B.I. has accepted the offer in May, 2014. As per terms and conditions stipulated in offer letter, Pilot Project was to be launched from five Kendriya Vidyalayas.

4.0 Salient feature of proposed scheme:-

1. The complete investment on dedicated servers, design of

diversion/ booking of the KVS funds.

(ii) KVS will designate an official at KVS HQ/RO and KV level to verify correctness of quarterly fee collected from the students by the bank and KV wise fee remitted by the Union Bank of India.

(b) Kendriya Vidyalayas and Regional offices are permitted to open bank account with Union Bank of India and transfer spare funds into deposits with a stipulation that there would be no bar on withdrawal of funds from deposit and existing financial provisions with respect to investment of spare fund should be followed.

(C) KVS is permitted to amend the relevant provisions of the Accounts Code as mentioned in Agenda.

software, web portal and engaging an agency (Bill desk) for en routing online transactions will be responsibility of Union bank of India.

2. No additional charges payable either by students/parents or by KVS towards collection of fee except for payment through credit card for which additional charge @1.5% is payable.
3. The fee collection system will be implemented in four phases. In first phase, five KVs of Delhi Region have been taken on Pilot basis. In the second phase; five KVs each of remaining twenty four Regions, approximately 800 KVs to be covered in the third phase after ensuring presence of UBI Branch at that location and in last and final phase remaining KVs are proposed to be covered.
4. Each student has been given a Unique Identification number of fifteen digit. The first two digits stands for Region Code, next four digits stand for Kendriya Vidyalaya Code, next one digit stand for Shift, next two digits stand for year of admission of student and last six digits stand for admission number.
5. The complete information of students is to be filled up online by respective school on UBI Web Portal.
6. The system will generate fee slips of students through UBI Portal. The school has to take print out of fee slips and to distribute it among the students.
7. The bank will collect the fee from 1st to 15th of the fee collection month without late fee and after that fee will be collected along with late payment fee at prescribed rate till 30th/31st as the case may be. The above dates are stipulated in Education Code for collection of fee through Bank.
8. The fee collected from all the students, irrespective of mode, will be deposited in "KVS Main Fee Account" with UBI, Saket Branch, New Delhi. The amount due to each KV will be identified on the basis of KV code mentioned in Unique ID of student. The UBI will run the system on 16th of fee collection month and again on the first of next month and amount due to concerned KV on account of School Fund as well as VVN will be directly transferred to concerned KV on 17th of the fee collection month and thereafter on 2nd of next month. The second running of the system on 1st of next month will take care of distribution of fees collected between 16th to 30th/31st of the fee collection month.
9. The share of VVN pertaining to Headquarters, Regional office, Regional Sports Control Board and National Sports Control Board will be transferred by bank to their respective accounts as per provision stipulated on the dates mentioned in pre page.
10. The fee can be deposited in cash by students/ parents at any of 3800(approx) bank branches of UBI as well as through online modes(**Any bank Debit card, any Credit card, any bank mobile banking, internet banking of any bank etc**). Thus, there is no stipulation to open account with UBI on part of parents. All the modes of payment transfer the funds on real time basis. In places, where branch of UBI is not in existence, other modes like POS machine and dedicated ATM are under consideration.

11. The School/RO will have to open two accounts (School Fund account and VVN account) with Union Bank of India and amount due to KV on account of School Fund and VVN will be directly transferred from 'KVS Main Fee account' to their respective account maintained with UBI. The spare funds of KV/RO available in SF and VVN account will be suo moto converted into deposit and prevailing interest as applicable from time to time will be paid on the basis of period for which funds remain with UBI.
12. Interlinking of bank account will provide access right to RO for KV falling under their jurisdiction as regards to position of funds. Further, KVS Hqr will have access right to funds position of KVs as well as ROs.
13. The MIS will be generated at different level i.e School, Region and Hqr. MIS will provide details of student, gender, Category, Category of admission, RTE/BPL students, Minority students, Physically disabled students, class wise fee receipt/non receipt, break up of fee component, quarterly fee collection, VVN and fee exemption report and transfer of VVN funds to Hqr, RO, KV, NSCB and RSCB.

5.0 Implementation of first phase/Pilot Project:-

The following five Kendriya Vidyalayas of Delhi Region was selected for the Pilot project.

1. KV AGCR (Civil)
2. KV R.K. Puram, Sector-2 (Civil)
3. KV R.K. Puram, Sector-8 (Civil)
4. KV, NTPC, Badarpur (Project).
5. KV Delhi Cantt-1 (Defence)

5.1 The Pilot project was implemented in these five KVs for fee collection of third quarter i.e October- December, 2014. The Position of collection of fee is summarized below:-

Total students data entered online on UBI Portal from five KVs.	16098	100%
No. of Students who deposited fee in cash through Branches	12721	79%
No. of Students who deposited fee online i.e Debit card, Credit card, Internet banking and Mobile banking	2255	14%
Students exempted from payment of fee on account of RTE/SG	932	6%
Students who had not deposited fee till 31st Oct.	190	1%

It can be analyzed from above table that approximately 99% students had deposited fee and only 1% students had not deposited the fee through proposed system.

5.2 Implementation of second phase under process:-

In second phase, five KVs have been selected from each remaining twenty four Regions(except Delhi Region) and fee will be collected in the second phase from approximately 125 KVs for the quarter January,2014 - March, 2015. One day training has already been imparted to Principal/teachers/non teaching staff of these KVs at respective ZIETs during October,2014.

6.0 Conclusion:-

The Pilot Project of fee collection through bank has been successful as is evident from the information given on pre page. Fee has been collected through five modes and all modes were successful. The student data of these five KVs has been fed online on the UBI portal and successful generation of fee Chalan and fee receipt also testify the validity of IT system developed by the UBI.

The complete investment on the development of IT solution, Servers, online transaction charges are being borne by the Union of India. In nut shell, without any investment on part of KVS, fee collection work will be outsourced free of cost and will facilitate all the three tiers namely Hqrs, Regional office as well as KV in one way or other. All stakeholders namely parents(ease in deposition of fee), teachers and non teaching staff(saving of productive time) will also be facilitated. Due to automation, issues related to shortage of manpower, accounts and reconciliation, risk exposed in deposit of funds, instant knowledge of funds will be automatically taken care off. Further, to this fee structure and collection of fees will be streamlined in all KVs throughout India, transfer of spare funds instantly into deposit will generate interest, VVN funds will be transferred to Hqr and Regional offices automatically and proposed system will also facilitate timely transfer of funds due to KV and RO by Hqrs. Requisite information (MIS) of almost 11.5 lakh students will be available on real time basis and can be furnished to Ministry/other Organizations as and when required.

7.0 Point for consideration of Finance Committee:-

In order to undertake proposed fee collection through bank, the approval of the Finance Committee is solicited on following points :-

- a) Fee collection through UBI may be implemented in all KVs in phased manner in view of success of Pilot project conducted in five KVs of Delhi Region.

	<p>b) To open SF and VVN account of KVs and ROs with UBI to access factual position of funds from time to time and to transfer spare funds available in these accounts in deposit at prevailing rate of interest announced by UBI from time to time.</p> <p>c) To amend Article no 59 and 69 of chapter 5 of the Accounts Code of Kendriya Vidyalayas in view of proposed fee collection through bank as per Annexure-A.</p>	
7	<p>PAYMENT OF SALARY TO CONTRACTUAL TEACHERS/ STAF ENGAGED IN KVs AGAINST CLEAR VACANCIES IN REGULAR SANCTIONED POST OUT OF VVN FUND OF KENDRIYA VIDYALAYAS.</p> <p>Sangathan is making its all efforts to fill up the vacancies of teaching as well as non-teaching staff through direct recruitment/Promotion/LDE. As per the existing guidelines issued by Sangathan, the Principals of the Vidyalayas, with the approval of Chairman, VMC usually engage teachers viz. PRT, TGT & PGT on contract basis in the eventuality of any vacancy against a regular post or leave vacancy when the teachers proceed on long leave. More precisely Contractual teachers are engaged against the vacancies on account of the following factors:-</p> <ul style="list-style-type: none"> * Vacancies on account of transfer. * Vacancies on account of retirement/death. * Vacancies on account of promotion of teachers based on seniority. * Vacancies on account of promotion of teachers through the Limited to Departmental Examination etc. <p>In the above cases K.V.S. is resorting to engagement of contractual teachers for the smooth running of the Vidyalayas and uninterrupted studies of the students. In addition, Computer Instructors, coaches for Games & Sports etc are also appointed by the Principals in the Kendriya Vidyalayas on need basis as per instructions in force. Contract appointments are generally made till the end of the session or till the regular teacher joins, whichever is earlier. The Principals of the KVs have to follow the required procedure before engaging such teachers on part time contractual basis as given below:</p> <ol style="list-style-type: none"> 1 Such teachers should possess the Educational Qualifications prescribed for Direct Recruits to the post. 2 Minimum and Maximum age limit shall be 18 and 65 years respectively. 3 Such teachers would be engaged till regular teacher joins or the end of the academic session, whichever is earlier. 	<p>The issue of payment of salary to Contractual Teachers/ Staff engaged in KVs against clear vacancies in regular sanctioned posts out of VVN fund of Kendriya Vidyalayas as suggested by MHRD after payroll audit of KVS was carefully considered by the Finance Committee. Finance Committee was of firm view that the salary payment of Contractual teachers should not be made out of VVN Account of the Vidyalayas. Factors considered in support of such a stand by the committee are as follows:</p> <ol style="list-style-type: none"> (i) Kendriya Vidyalayas are basically an Educational Institution imparting education to the children. (ii) There is a distinction between the teaching posts and other posts in Kendriya Vidyalayas and the two categories can't be compared. Teachers posts can't be left vacant as teaching is the core mandate of

- 4 Candidature of the contractual teacher, who served earlier in the KV in a year, may be considered in subsequent year(s) by the selection committee for a fresh appointment.
- 5 Minimum duration for engaging a contract teacher should not be for less than a month.

Service Conditions:

- 1 Teachers appointed on contractual basis will not be entitled for pay during vacation and breaks.
- 2 Teachers will not be entitled for pay if absent on any working day and pro-rata payment will be made.

Payment of Remuneration to Contractual Teachers:

Remuneration to Contractual Teachers will be made on consolidated payment on monthly basis as per guidelines given in KVS letter No.F.11029/39/2011/KVS (HQ)/Acad dated 21.03.2013. Prior to issue of the said circular, payment to contractual teachers was made on per period basis subject to maximum of 5 periods a day. As per the provisions incorporated in Article 197 C of the KVS Accounts Code, in the year 2006 as approved by the Chairman, KVS on 30.03.06, later got ratified by BQG, KVS on 26.06.06, the payment of remuneration to contractual teachers appointed against clear vacancies in regular sanctioned posts shall be met out of school fund i.e. Govt. grant. However the part time contractual teachers engaged against leave vacancies are being paid out of VVN Funds.

Due to abrupt shortage of funds under Non-Plan during the year 2013-14, MHRD allocated and sanctioned a sum of Rs.154.29 crore in addition to the approved RE of Rs. 2270.68 crore with the condition to carry out the payroll Audit of KVS. One of the terms of references to conduct the payroll Audit was to examine the engagement of all types of contractual teachers in Kendriya Vidyalayas & their payment under the specific accounting head during last three years namely 2011-12,2012-13 and 2013-14.

In the Payroll Audit Report it was recommended that salaries of all contractual staff may be considered to be booked under VVN. It was also suggested that in case it is not feasible, such expenses may be debited to Grant-In-Aid General. On the basis of the report issued by Internal Audit Section, MHRD, the UT-2 Division of MHRD issued direction to KVS vide their letter No.F.7-18/2014-UT-2 dated 23-7-14 (Annexure-) and No.F.7-155/2013-UT-2 dated 01-9-14, (Annexure -) that salary of all Contractual

Kendriya Vidyalayas. Provisions of Budgetary support to regularly sanctioned posts of all teachers in KVs should not be compromised since vacancies and recruitment to fill up the vacancies is an ongoing continuous process.

(iii) As per Budgetary guidelines for Govt. Grants, provision should be made for vacant posts likely to be filled by the organisation. The Committee expressed the view that it is the liability of Govt. to provide budgetary support for payment of salary even to Contractual Teachers appointed against regular sanctioned posts vacancies.

(iv) Vidyalaya Vikas Nidhi (VVN) is a "Fund" collected from the students for the school infrastructure Development and other activities connected with the welfare of KV students. The Committee also understand the fact that no Budgetary

Teachers may be booked under VVN of KVS or in exceptional cases from Grant-in-Aid General. While furnishing the reply to the Ministry, KVS has intimated that as per the provisions of Article 197-C of Accounts Code the payment of contractual teachers appointed against clear vacancies in regular sanctioned post shall be made out of school fund i.e. Govt. Grant only. The amendment in the above codal provision of KVs can be made only by the BOG of KVS on the recommendation of Finance Committee. As regards the status of "Grant in Aid General" it is stated that against the actual total expenditure of Rs. 533.10 crore in 2013-14, Ministry allocated Rs.401 crore only for the year 2014-15, which may be inadequate to meet other items classified under General Fund. Hence it may not be possible for KVS to make the contractual teachers salary payment either from VVN or from GIA -General Fund unless sufficient allocation of funds is made available under the head General Fund by Ministry.

As per the budgetary concept, while preparing the budget, every organization has to provide 3 months provision for vacant posts in RE stage and for 12 months in the BE stage. Based on the above concept, the contractual teachers who have been engaged against the regular vacancies were paid out of the Govt. grants under Non-Plan till the year 2013-14. As the contractual teachers are engaged against the resultant regular vacancies, it is not prudent to make the payment out of the VVN collections made from the students. The basic concept of collecting VVN from the students is for the school development as well as for the welfare of students. In case the expenditure is booked in VVN account as suggested by MHRD, KVS may find it difficult to meet the requirement of funds all of a sudden from Govt. Grants when regular teachers are posted in bulk, say 6000 or 7000 teachers in a year.

It is learnt that Govt. may not allocate and provide Funds for payment of salary to the contractual teachers appointed against regular vacancies during the current year 2014-15. In such situation, KVS would be left with no option but to meet the said expenditure out of VVN Account of the Vidyalayas even though Article 197 C of Accounts Code of KVs does not permit the same. In such a scenario, the corresponding provision under Article 197 C of Accounts Code would need to be suitably amended as under :-

"Remuneration of contract teachers appointed against clear vacancies in regular sanctioned posts shall be met out of VVN Account of the Vidyalaya"

Finance committee may consider the issue and make a recommendation as deemed fit to the BOG of KVS for approval.

support is provided by Govt. for Non-Recurring Expenditure such as Furniture, Lab Equipment, Library, Teaching Aids, Audio visual Aids, Office Equipments etc except for initial grant, land/building and computerisation.

Hence, Kendriya Vidyalayas are expected to spend for the above purposes out of VVN fund that is the only source of revenue available in the Vidyalaya to meet such activities. Diverting the VVN resources for payment of salary to Contractual Teachers appointed against the regular vacancies is against the concept and norms for creation of such fund and guidelines issued by KVS there under from time to time.

- (v) Lastly, the Committee suggested to KVS to take all efforts to fill the vacancies of teacher in a time bound manner.

SUPPLEMENTARY AGENDA

1	<p>UPDATION OF EDUCATION CODE FOR KENDRIYA VIDYALAYAS 2006 (5TH EDITION).</p> <p>The last updation of "Education Code for Kendriya Vidyalayas" was carried out during the year 2006 (5th Edition) and since then some provisions of some articles/appendices of the Education Code have changed slightly or completely with the approval of Board of Governors in various meetings and now they have become part of Education Code. However, some changes in Articles and Appendices are warranted in view of the circulars issued by KVS based on approval of BOG of KVS and Govt. of India rules adopted by KVS.</p> <p>The necessary amendments/ corrections/ deletions in the various articles/ appendices of the Education Code have been taken care upto 98th meeting of BOG of KVS held on 01.07.2014.</p> <p>Accordingly, a set of updated version of Education Code for Kendriya Vidyalaya Sangathan after incorporation of necessary corrections/deletion etc. is placed below for approval.</p> <p>Finance Committee, KVS is thus requested to consider and recommend the same for approval of the BOG of KVS.</p>	<p>The Finance Committee constituted a Sub - Committee for checking the correctness/ authenticity of the updated version of the Education Code, as under: -</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 5%; text-align: center;">1</td> <td style="width: 75%;">Addl Comm (Admn), KVS</td> <td style="width: 20%; text-align: center;">Chairman</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Jt Comm (Acad), KVS</td> <td style="text-align: center;">Member</td> </tr> <tr> <td style="text-align: center;">3</td> <td>Dy Sec (Fin) MHRD</td> <td style="text-align: center;">Member</td> </tr> <tr> <td style="text-align: center;">4</td> <td>Dy Sec (UT-2) MHRD</td> <td style="text-align: center;">Member</td> </tr> <tr> <td style="text-align: center;">5</td> <td>Jt Comm (Pers), KVS</td> <td style="text-align: center;">Member Secretary</td> </tr> </table> <p>The Chairperson suggested to complete the task on or before 31.01.2015.</p>	1	Addl Comm (Admn), KVS	Chairman	2	Jt Comm (Acad), KVS	Member	3	Dy Sec (Fin) MHRD	Member	4	Dy Sec (UT-2) MHRD	Member	5	Jt Comm (Pers), KVS	Member Secretary
1	Addl Comm (Admn), KVS	Chairman															
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3	Dy Sec (Fin) MHRD	Member															
4	Dy Sec (UT-2) MHRD	Member															
5	Jt Comm (Pers), KVS	Member Secretary															
2	<p>ADMISSIBILITY OF VACATION PAY TO TEACHERS AND OTHER STAFF CATEGORIZED AS "VACATIONAL".</p> <p>The current provision of Article-67 of the Education Code for Kendriya Vidyalayas regarding payment of salary to the teachers & vocational staff during the period of "vacation" provides as under:-</p> <p>"The teachers and other staff of Vidyalayas who have been classified as vocational and who are not called for duty during the long vacation (Summer/Winter/Monsoon) shall be entitled to vacation pay only when they have actually worked for a minimum period of five months during the period of 12 months immediately before the start of vacation (Summer/Winter/ Monsoon).</p> <p>(Note: No leave other than maternity leave shall be taken into account for calculating the aforesaid period of five months)."</p> <p>The matter was discussed at length by a Committee constituted for the purpose, in compliance of the decision taken by JCM, KVS held on 04.02.2014. The Committee also examined the provision in the context of other autonomous organizations of MHRD, such as NVS/CTSA and NCT of Delhi.</p>	<p>The Finance Committee did not agree with the proposal and was of the view that the present system regulating vacation pay should continue.</p>															

	<p>After detailed deliberation the Committee decided to recommend unanimously that the provision of admissibility of salary to staff categorized as "vacational", which existed prior to 15.10.1999 needs to be re-stored in its totality. The committee has decided to recommend the revised provision as follows:-</p> <p>"The teachers and other staff of Vidyalayas who have been classified as vacational and who are not called for duty during the long vacation (Summer/Winter/Monsoon) shall be entitled to vacation pay only when they complete five months' continuous service (excluding the long vacation break), either on the date on which the vacation begins or subsequently.</p> <p>In cases where a staff member does not complete the minimum service period of five months mentioned above when the vacation begins, he may be paid the "Vacation Pay" for that period of vacation later on when he completes five months' service excluding vacation period. In other words, the vacation pay can be paid to such a staff member, but only on his/her completing five months period of service in the Vidyalaya. The staff member should have been on duty on the last working day before the vacation and should have continued to work after vacation.</p> <p>No leave other than Maternity Leave/ Child Care Leave (CCL)/Child Adoption Leave/Paternity Leave shall be taken into account for calculating the period of 05 months."</p> <p>Since Child Adoption Leave & Paternity Leave are also admissible to Central Govt. employees on similar grounds i.e. bearing/delivering/rearing of a child, hence these two kinds of leave may be also considered alongwith Maternity Leave & Child Care Leave for computation of minimum service period of five months in such cases.</p> <p>The Finance Committee, KVS is requested to consider and recommend for the approval of the BOG, KVS.</p>	
3	<p>AMENDMENT IN RECRUITMENT RULES FOR THE TEACHING POSTS IN KENDRIYA VIDYALAYA SANGATHAN.</p> <p>The Recruitment Rules for the teaching posts in Kendriya Vidyalaya Sangathan were last approved by the 92nd meeting of Board of Governors in its meeting held on 18.5.2012. After the implementation of these Recruitment Rules, difficulties were faced during the Selection process /interviews due to ambiguity in language, subject combinations for the post of TGTs, PRTs and PRT (Music) and some deficiencies with reference to essential qualifications.</p> <p>Accordingly, some minor changes/amendments are</p>	<p>The Finance Committee directed that the RR's for the teaching posts in KVS be first scrutinized by an Internal Committee of KVS headed by ADC (Admn). The existing RR's of other similar organization like Delhi Govt., JNV's etc should also be consulted in the process.</p>

	<p>proposed in the Recruitment Rules along with the summary and are placed as annexure 'A' and 'B'.</p> <p>Finance Committee may consider the proposal and recommend the proposed amendment in Recruitment Rules to the Board of Governors for its approval.</p>	
4	<p>STRENGTHENING OF INTERNAL AUDIT FUNCTION IN KVS.</p> <p>The issue of outstanding Internal Audit paras was mentioned in DGACE report and deliberated at length in the Finance Committee meeting held on 24.12.2013. In the monthly review committee of Finance Division held on 23.12.2013, under the Chairmanship of Commissioner, KVS it has been observed that approximate 7600 internal audit and AG paras are outstanding and yet to be settled. It has been decided in the meeting to review the whole process to ensure timely settlement of outstanding audit paras.</p> <p>A. <u>Statutory provision on Internal Audit:</u> Internal Audit of Kendriya Vidyalaya Sangathan is regulated in terms of provisions of Article 220-226 of the Accounts Code. The salient feature of Code is given below:</p> <ol style="list-style-type: none"> (i) The internal audit is carried out to examine correctness and accuracy of the accounts. (ii) Internal Audit is in addition to the audit conducted by the Audit Inspection Parties of the Director General of Audit/State Accountant General. (iii) The internal audit branch of the Sangathan is headed by Joint Commissioner (Finance).The internal audit is required to be conducted by Finance officer (F.O) of the Region every year. (iv) The F.O. after conduct of internal audit will prepare draft audit report taking into account replies furnished by the principal. A copy of draft report shall be put for perusal of Deputy Commissioner, Regional office before it is formally issued to Principal concerned. (v) Follow up action in respect of internal audit reports shall be taken up by the Audit and Accounts section in the Regional Offices. (vi) The report can be closed only after obtaining the orders of the Deputy Commissioner. (vii) Further, follow up action in respect of serious objections found in the audit reports on receipt of their copies will also be initiated by the Audit Section in the Sangathan Office for necessary orders at the appropriate level. (viii) A copy of the report shall also be forwarded to Joint Commissioner (Finance) for such scrutiny as may be deemed necessary. In case if there is any glaring 	<p>The Committee considered the Agenda on the subject of Strengthening of Internal Audit in KVS but directed that the new scheme of outsourcing of Internal Audit work as introduced in 3 Kendriya Vidyalayas of Delhi/ Gurgaon Region may be further extended to Regions meaning, thereby, that each RO should take steps to outsource the Internal Audit work of Kendriya Vidyalaya's through Chartered Accountant Firms at their level. The Committee desired that KVS HQ should make efforts to get the details from various Regions about Name of CA firms empanelled in the State AG, Number of Firms responded to undertake the Internal Audit Work, Comparative statement, L1 firm and its rate, total expenditure payable towards Audit Fees and TA/DA etc. per annum so as to work out the overall financial implication involved on this matter by KVS HQ and to arrive at a decision for further implementation.</p>

irregularity involving misappropriation/defalcation of funds, full facts should be brought to the notice of the Commissioner, KVS for departmental action.

B. Prevailing scenario:

1. **Conduct of Audit:-**Presently, Regional offices undertake Internal audit of Kendriya Vidyalayas falling in their respective jurisdiction. As only 10 out of 25 posts of Finance officer is filled up at Regional level and Audit team generally headed by Finance officer/Administrative officer.(though Adm. Officer is not supposed to conduct audit in terms of Accounts Code) and audit team comprises of three officials including two Assistant/UDC level officials. In a good number of Regional offices, the Internal Audit is conducted by the Assistants due to non availability of Finance Officer. The Regional office internal audit and special audit are undertaken by the Hqr./ Regional staff.
2. **Submission of Internal Audit Report:-**In Region, Internal Audit Reports of Vidyalayas are being issued by team leader after approval of concerned Regional Deputy Commissioner. The reports are processed by the concerned Regional offices for settlement of Audit paras through Deputy Commissioner. A Copy of Internal Audit Report of KVs is also being forwarded to Audit Wing of KVS (Hq). At present in Audit wing of KVS (Hqrs), all audit reports having serious irregularity or otherwise are processed which is voluminous.
3. **Settlement of Audit paras:-** The Regional offices receive compliance/reply for the internal audit reports of schools falling in their jurisdiction. The Deputy Commissioner of the Region at present is not able to settle the outstanding internal audit paras due to shortage of staff at Region to take proper follow up on outstanding paras and non availability of Finance officer, who can guide him/her in disposal of internal audit paras.

The KVS Hqrs is in receipt of approximately 1000 internal audit reports per year for examination and even reports having serious irregularity are simply forwarded by Regional offices without any comments of Principal/recommendations of Deputy Commissioner. In the KVS Hqr, only one Finance officer is entrusted the work to scrutinize the Internal Audit reports, who is unable to go through the internal audit reports and whole process results in non settlement of audit paras.

C. Remedial Measure:

1. **Short term measure:-**At present approximately 3500 paras are outstanding. In terms of provisions of Account Code, outstanding paras of routine nature can be settled at the level of Deputy Commissioner of the Region. The Deputy Commissions may be asked to take proper follow up with the Principals of School and to settle such routine paras by organizing more Audit Adalat frequently. If required, one officer may be deputed from KVS Hqrs in case of non availability of Finance officer at Region in the Adalat.

2. Long term measure:-

- a) The Deputy Commissioner of Region is empowered to settle routine paras in terms of Accounts Code. The Deputy Commissioner may be asked to seek comments of the Principal on internal audit report in a time bound manner (within 30 days from issuance of report to school) and to settle the routine paras within 60 days of receipt of reply/comments from Principal. Further, Internal audit reports having serious irregularities **only** may be forwarded to KVS Hqrs along with comments/observations of Principal within 60 days of receipt of reply from Principal to enable KVS Hqrs to take a suitable decision on serious irregularities. In the above proposed process, 80-90% of the internal audit paras will be settled at Region level and remaining 10-20% paras are required to be examined at KVS Hqrs. The above process will enable to settle audit paras in a time bound frame.
- b) At present, routine procedural lapses even for not maintaining service books etc are reflected as audit para though technically it does not tantamount to audit paras in terms of financial parameters. Further to this, recovery of excess amount against TA bill/medical bill etc are required to be settled at school level for which school staff and Principal of schools needs to be educated and guided about settlement of routine issues. Such issues can be taken up in the Principals' conference or during training/Workshop etc.
- c) Internal Audit wing needs to be created separately, which is justified from the fact that expenditure of Rs 100 crore approximately is incurred in almost every Region during each financial year for which proper monitoring of funds is required. The creation of Internal Audit wing will require tentatively following posts.

Location	Name of Post	No. of Post
KVS Hqr	Deputy Commissioner(Audit)	01
-do-	Assistant Commissioner(Audit)	01
-do-	Finance Officer(Audit)	02
Region	Assistant	25

D) Financial Implication per Annum:-

Expenditure towards outsourcing			Expenditure on creation of posts for Audit Cell.		Extra expenditure due to outsourcing
Number of KVs = 1102 numbers	Rate per KV Rs. 120000/- per annum	Total expenditure per annum on outsourcing. (1102*120000) = 13.22 crore plus TA/DA to CAs firms	As per Annexure 'A'	1.22 crore	12Crore+ TA/DA to CAs Firm (13.22 crore minus 1.22 crore)

In case, the Internal Audit work is outsourced to the Chartered Accountant Firms throughout the country then the extra expenditure towards "**Audit Fees**" will be to the tune of **Rs.12.00** Crore per annum plus TA/DA exp to CAs Firms. In such a scenario, strengthening the Internal Audit Cell is cost effective and also to ensure accountability in the organization.

Finance Committee may consider the issue and make recommendations as deemed fit to BOG of KVS for approval.

Annexure -A

Requirement of funds for the posts required for Audit Cell to be set up at KVS

Posts	No. of Months for Salary calculated	No. of Post	Basic Pay	Grade Pay	HRA	Trans. All etc	DA	Total P.M	Total per annum
Deputy Comm. (Audit)	12	1	21900	7600	8850	3200	34989	76539	918468
Asstt. Comm. (Audit)	12	1	18600	6600	7560	3200	30388	66348	796176
Finance Officer (Audit)	12	1	12540	4600	5142	1600	20052	43934	527206
Assistant	12	25	9300	4200	2700	1200	15729	33129	9938700
Grand Total									12180550

Say Rs. 1.22 Crore

The Meeting ended with a vote of thanks to the chair.

ANNEXURE 'A'**LIST OF PARTICIPANTS IN THE FINANCE COMMITTEE MEETING HELD ON 28th November, 2014.**

- | | | |
|----|--|-------------------------|
| 1. | Ms. Vrinda Sarup, IAS,
Special Secretary,
Dept. of SE, Ministry of HRD, Govt. of India,
& Vice – Chairperson, KVS,
New Delhi | Chairperson |
| 2. | Sh. Avinash Dikshit, IDAS,
Commissioner, KVS,
New Delhi | Member |
| 3. | Sh. Anil Kakaria,
Deputy Secretary (Fin.) Dept. of SE & L,
Ministry of HRD, Govt. of India, New Delhi,
(Represented on behalf of JS & FA, MHRD) | Member |
| 4. | Sh. S. Muthusivam,
Assistant Commissioner (Fin.),
KVS (HQ), New Delhi | Member Secretary |

Special Invitees

1. **Dr (Smt) Satbir Silas Bedi, IAS,
Joint Secretary (SE - II), Dept. of SE & L,
Ministry of HRD, Govt. of India, New Delhi**
2. **Sh. G. K. Srivastava, IAS,
Additional Commissioner (Admn),
KVS, New Delhi**
3. **Sh. U.N. Khaware,
Joint Commissioner (Admn.),
KVSHQ, New Delhi**
4. **Dr. E. Prabhakar,
Joint Commissioner (Personnel),
KVS HQ, New Delhi**
5. **Sh. Rajesh Yadav,
Deputy Commissioner (Fin.),
KVS HQ, New Delhi**