



सांविधानिक तथा संसदीय अध्ययन संस्थान  
**Institute of Constitutional and Parliamentary Studies**

18-21, VP House, Rafi Marg, New Delhi

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**FINANCE COMMITTEE**

Rule-31A of the Rules of the Institute provides: "There should be Finance Committee consisting of the nominee of the Ministry of Finance on the Executive Council as Chairman, the Honorary Treasurer as nominee of the Executive Council and the Director of the Institute ex-officio."

Following are the other provisions in the Rules of the Institute pertaining Finance Committee:

Rule-31B The Finance Committee shall meet at such interval and at such place as its Chairman shall decide from time-to-time. The quorum for the meetings of the Finance Committee shall be two.

Rule-31C The Finance Committee shall subject to the overall supervision of the Executive Council have following powers and functions:

- i) to frame bye-laws for matters relating to the income and expenditure of the Institute including delegation of authority in financial matters which shall then be passed by the Executive Council at its next meeting;
- ii) to scrutinize the accounts and budget estimates of the Institute;
- iii) to consider, authorize and sanction proposals for expenditure on account of new or major projects, programme and purchases;
- iv) to scrutinize and approve re-appropriation statements and audit notes;
- v) to review the finances of the Institute and any financial matter affecting the affairs of the Institute from time-to-time and to give such directions and instructions in regard to them as the Finance Committee may deem appropriate;
- vi) to have concurrent audit conducted if and when considered necessary by the Finance Committee;
- vii) to recommend names for appointment of auditors to the General Body; and
- viii) to exercise any other financial powers or functions which are incidental to the above or otherwise entrusted to the Finance Committee by the Executive Council without prejudice to any of the powers and functions herein expressly mentioned.

Rule-31D The minutes of the Finance Committee shall be laid before the Executive Council from time-to-time which may refer any matter back with comments to the Finance Committee for reconsideration within the stipulated time by the Executive Council provided that the decision of the Finance Committee under Rule (iii) of the foregoing Rule 31(C) shall not be called in question except in a General Body meeting of the Institute.



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**CURRENT COMPOSITION OF FINANCE COMMITTEE**

Finance Committee of the Institute currently comprises of the following:

- Ms. Nirupama Kotru Chairperson  
Joint Secretary & Financial Adviser, Ministry of Coal, and  
Member of Executive Council of the Institute
- Shri Kunwar Anand Singh Member  
Advocate, and  
Honorary Treasurer of the Institute
- Shri Prasenjit Singh Member  
Additional Secretary & Financial Adviser, Lok Sabha Secretariat and  
Director-General of the Institute

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