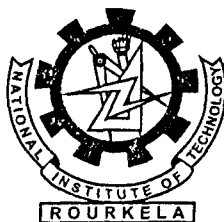


National Institute of Technology Rourkela

MINUTES

30th MEETING OF BOARD OF GOVERNORS



DATE : 29th June, 2012 (Friday)
Time : 2.30 P.M.
Venue : Conference Hall,
Hotel The Crown, Bhubaneswar



राष्ट्रीय प्रौद्योगिकी संस्थान, राउरकेला
National Institute of Technology, Rourkela

MINUTES FOR THE 30th MEETING OF THE BOARD OF GOVERNORS, NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA HELD AT 2.30 P.M. ON 29.06.2012 IN THE CONFERENCE HALL, HOTEL THE CROWN, BHUBANESWAR.

- | | | | |
|----|--|-----|-----------------------|
| 1. | Sri B. S. Sudhir Chandra
Director (Project & Planning) &
Chairman, BOG, NIT, Rourkela,
Bangalore Metro Rail Corporation Ltd
3rd Floor, BMTC Complex
K.H.Road, Shanthinagar, Bangalore. | ... | Chairman |
| 2. | Prof. Sunil Kr Sarangi
Director
National Institute of Technology
Rourkela -769 008 (Odisha). | ... | Member |
| 3. | Shri R. D. Sahay,
Joint Secretary,
MHRD, Government of India
Dept. of Higher Education
Shastri Bhawan, New Delhi.-110 015 | ... | Joint Secretary, MHRD |
| 4. | Shri Satpal Sharma,
Dy. Finance Advisor,
MHRD, Government of India
Dept. of Higher Education
Shastri Bhawan, New Delhi-110 015 | ... | Dy. Finance FA. MHRD |
| 5. | Prof. (Ms.) Rintu Banerjee
Professor, Agriculture & Food Engineering
IIT, Kharagpur | ... | Member |
| 6. | Shri Jadhav Sachin Ramchand, IAS
Collector & District Magistrate,
Koraput, Orissa, PIN- | ... | Member |
| 7. | Prof. R.K. Sahoo
Professor, ME Dept.,
National Institute of Technology
Rourkela -769 008 (Odisha). | ... | Member |
| 8. | Prof. R. K. Patel
Associate Prof., CY,
National Institute of Technology
Rourkela -769 008 (Odisha). | ... | Member |
| 9. | Er. S. K. Upadhyay
Registrar
National Institute of Technology
Rourkela -769 008 (Odisha). | ... | Secretary |

Members Absent:

- | | | | |
|-----|---|-----|--------|
| 10. | Shri R. K. Behera
Chairman, RSB Group
N2 – 40, IRC Village,
Nayapali, | ... | Member |
| 11. | Dr. R. K. Bhandari
Director, Variable Energy Cyclotron Centre,
Department of Atomic Energy, Govt. of India
Sector – 1, Block – AF, Bidhan Nagar, Kolkata. | ... | Member |

Leave of absence was granted for members absent.

12 Now
13 Adv.

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A. GENERAL AND PROCEDURAL MATTERS.

BOG-30(2012)-01: *Welcome to all members to the meeting by the Chairman.*
Chairman welcomed all the members including the new member Prof. R. K. Sahoo, Professor, ME, NIT, Rourkela. The BOG recorded its appreciation of the services of outgoing member, Prof. B. B. Biswal. He also welcomed and mentioned that the Collector and DM's Koraput's participation regularly would be of valuable assistance in the deliberations of BOG.

BOG-30(2012)-02: *Confirmation of the minutes of the 29th Meeting of the BOG held on 16.03.2012 at Bhubaneswar.*

The minutes of the 29th Meeting were sent to the members vide letter No.NITR/RG/BOG-29/128, dt: 27.03.2012. No comment or suggestion has been received.

The Board discussed and confirmed the minutes of the 29th meeting.

BOG-30(2012)-03: *To report on the action taken on the decisions made in the 29th Meeting of BOG held on 16.03.2012 and to discuss matters arising out of the minutes.*

The report on the action taken on the decisions made in the 29th Meeting held on 16.03.2012 was given in the Annexure for information of the Board. A copy of the New Organization Structure as approved by the Director was enclosed.

The Board noted the above.

[Annexure- A1, Pg. No. 13-16]

BOG-30(2012)-04: *Brief Report on the activities of the Institute since last BOG meeting held in 16th March, 2012.*

A brief report of the Institute was presented in the Annexure for information of the Board.

The Board noted the contents.

[Annexure- A2 , Pg. No. 19]

BOG-30(2012)-05: *To approve the Statement of Accounts for the Financial year 2011-12.*
The Statement of Accounts for the financial year 2011-12 recommended by the 19th Finance Committee was enclosed for consideration of the Board.

The Board approved the Statement of Accounts for the financial year 2011-12 as recommended by the 19th Finance Committee held on 29.06.2012.

[Annexure- A3 , Pg. No.20 - 40]

BOG-30(2012)-06: *To consider the Minutes of 18th Finance Committee Meeting held on 16th March, 2012 and 19th Finance Committee held on 29.06.2012 .*

The minutes of 18th Finance committee Meeting held on 16th March, 2012 and 19th Finance Committee meeting held on 29.06.2012 were given in Annexure for consideration of the Board.

The Board approved the Minutes of the 18th Finance committee Meeting held on 16th March, 2012 and 19th Finance Committee meeting held on 29.06.2012 respectively.

[Annexure- A4, Pg. No. 41 - 60]

B. POLICY AND IMPORTANT ADMINISTRATIVE MATTERS.

BOG-30(2012)-07: *Recruitment of Non-Faculty staff.*

A) Officers:

Selection of Non-faculty Officers were undertaken during 30th April to 5th May, 2012. Appointment letters were issued to the following candidates after obtaining approval of Chairman, BOG.

Sl. No	Designation	Name	Status	
			Joined	Expected to join
1.	Medical Officer	Dr. A. R. Panigrahi	21.05.12	-
2.	Medical Officer	Dr. D. K. Sa	26.06.12	-
3.	Asst. Registrar	Mr. Sudin B. Babu	29.05.12	-
4.	Asst. Registrar	Mr. Gautam Ramani	29.05.12.	-
5.	Asst. Registrar	Mr. K. K. Sahoo	30.05.12	-
6.	Asst. Registrar	Mr. M.N.A. Babu	11.06.12	-
7.	Engineer (Civil)	Mr. H. Satapathy	14.05.12	-
8.	Scientific Officer	Mr. B. K. Behera	-	15.07.12

The present staff structure was approved by MHRD vide letter No. F.14-14/2008-TS.III, dt.20.05.2011, considering the actual students strength of 3374 for the year 2010-11. At present student strength is increased to 4100 approximately. The present new faculty and staff strength will be sent to MHRD after admission process is over in July, 2012, and MHRD will be requested to sanction additional faculty and staff strength commensurate with new student strength.

The Board approved the proposal.

The Board also considered proposal for appointment of a Lady Doctor on contract. In view of the large no of girl students, lady employees and dependent ladies in the campus, Board was requested to approve the position of a lady Doctor.

The Board approved the proposal for appointment of Lady Doctor on contract for one year which can be renewed further on satisfactory performance till a regular Doctor is appointed. Director was authorized to finalize qualifications, remuneration, duration of service and other terms and conditions of appointment.

B). Non-Teaching Technical Posts:

- i) Selection of Non-faculty personnel - Technical Assistant, Laboratory Assistant and Technician were undertaken during 30th April to 5th May, 2012. Appointment letters for Tech. Asst. (Sl. No.1-5), Technician (Sl.No.1-4) and Lab. Assistant (Sl.No.1) as approved by the Director were issued.

Technical Assistant:				
Sl. No.	Name	Category	Branch	Remarks
1.	Mr. Parmannanda Pandit	OBC	CE	Recommended for appointment
2.	Mr. Nagmani	OBC	ME	Recommended for appointment
3.	M. Arindam Pal	OBC	ME	Recommended for appointment
4.	Mr. Mahesh Kr. Sahoo	OBC	EC	Recommended for appointment
5.	Mr. Radharaman Nayak	OBC	EC	Recommended for appointment

Technician (Multi skilled):				
1.	Mr. Sriman S. Dhal	GEN.	EE	Recommended for appointment
2.	Mr. K. Alok Ranjan	GEN.	EE	Recommended for appointment
3.	Mr. Anup Prasad Sahoo	OBC	ME	Recommended for appointment
4.	Mr. Abhaya Kr. Mohanta	OBC	ME	Recommended for appointment
Laboratory Assistant:				
1.	Ms. Smita Mohanta	GEN	PH	Recommended for appointment

- ii) The present Non-faculty staff structure was approved by MHRD vide letter No. F.14-14/2008-TS.III, dt.20.05.2011. In the meantime 11 employees have retired/resigned during January - June, 2012 and 03 will be retiring during July - Dec, 2012. It is proposed to fill up the following technical posts as given below from the panel recommended by the Selection Committee. The existing panel will be exhausted in the process.

Technical Assistant:				
Sl. No	Name	Category	Branch	Remarks
1.	Mr. Bikram Kr. Sahoo	OBC	CS	Recommended for appointment
2.	Mr. Anup Prasad Sahu	OBC	ME	Recommended for the panel
Technician (Multi skilled):				
1.	Mr. Manisha Patra	GEN.	EE	Recommended for the panel
2.	Mr. Ghanashyam Ojha	GEN.	ME	Recommended for the panel
3.	Mr. Sanjay Kr. Nayak	SC	ME	Recommended for the panel

The Board did not approve the proposal as no records were presented regarding the provisions made for creation of panel for the future vacancies. The Board advised the administration to examine if any provision was made in the advertisement to fill up future vacancies from the panel recommended by the Selection Committee and to put up the records before the BOG in its next meeting.

[Annexure- A5, Pg. No.61 - 62]

BOG-30(2012)-08: Promotion of faculty members.

The Board vide resolution No. BOG-27(2011)-03, dt.23.09.2011, directed the following:

"BOG-26(2011)-12:- Implementation of 6th CPC pay scales for faculty members was discussed. The Board deliberated on the following issue. "Old scale Assistant Professors will be formally designated as Associate Professor only on completion of three years service or equivalently, on earning three increments in the old scale of Rs.12000 – 18300/- or its 6th CPC equivalence.

The Board noted that the decision of the anomaly committee constituted by MHRD is expected to be available shortly. The Institute's implementation of the 6th CPC pay fixation shall be reviewed when the directions from the Ministry are received".

A circular has been received from MHRD vide letter No.F.33-7/2011-TSIII, dt.14.03.2012 and under clause No.4(k), it states that "Any promotion or enhancement of Pay Band or Grade Pay, already implemented by the Institute should be got reviewed / examined by the Board by a duly constituted Selection Committee immediately. Any increment paid over the beginning of the scale of Associate Professor to those Assistant Professors who did not complete 3 years, is to be recovered from future pay".

"CAG vide Audit Report No.PAG(CA)-ASA-IR No.73/10-11/1144, dt.24.12.2010 advised the following:

- 1) "that the excess payment towards salary to the Assistant Professor before completion of the minimum 3 year of services may be recovered immediately from their salary and payment of higher salary may also be discontinued in order to avoid further misutilisation of government funds".
- 2) "The Assistant Professor were eligible to get the Associate Professor Scale after completion of minimum 3 years of service in the scale of Rs.12,000 to 18,000/-. In the above cases the extra salary drawn was calculated up to completion of 3 years of service. When the Assistant Professor will be eligible for promotion to Associate Professor, his pay will be fixed in the appropriate stage in PB-4 and extra payment made after the date of completion of three years to date may be calculated and recovered from the employees immediately along with the extra payment pointed out in the earlier paragraph. The other benefit allowed to these employees due to placing them at higher scale irregularly like contribution towards provident fund, pension fund etc. may also be adjusted early under intimation to audit."

The following is presented to the Board in response to the desecrations of MHRD and CAG audit.

- i) No appointment of faculty or non-faculty personnel has been done at NIT, Rourkela outside the due process of law involving duly constituted selection committees. No review of selections is therefore, warranted.
- ii) Referring to direction of MHRD vide clause (4K) of order No.F.33-7/2011-TS.III, dt.14.03.2012, the direction has already been implemented and all payment made to associate professors as increments over the beginning of scale of Associate Professor have been recovered. To be posted as Associate Professor only from the date they completed 3 years service in the scale 12,000 – 18,300/-. Faculty members who earned 3 increments in the scale by virtue of initial increments at the time of selection were also given the same status to avoid anomalies as per decision of NIT council.
- iii) The observation of CAG Audit has thus been addressed to adequately. It should be noted that the MHRD made no provision for faculty recruitment as old scale Assistant Professors during the period 1.1.2006 to 18.8.2009. In order to fill the void, information, based on a prescription of the UGC available at that time, the BOG of NIT, Rourkela took a conscious decision to offer the post of Associate Professors to all faculty recruited during this brief period as Assistant Professor (Old scale) from the date of appointment. Subsequently, MHRD gave new guidelines for them for pay fixation. Still more recently MHRD has directed to recover the increment only, mutation mutandis, implying that starting pay of Associate Professor may be retained. This provision has already been implemented.

The Board approved the proposal and advised the administration to seek concurrence of MHRD.

[Annexure- A6, Pg. No. 63 - 66]



BOG-30(2012)-09: Amendment of House Allotment Rules.

Board of Governors vide resolution No. BOG-10(2006)-11: dt.16.06.2006 approved the House Allotment Rules for the Institute. In view of the changes in the system, it was proposed to bring amendments to the House Allotment rules reflecting new pay structures and enhanced plinth areas. A complete "House Allotment Rule" was given in the Annexure.

The Board advised the administration to consult a retired officer from the Govt. to go through the regulations and put up the revised version in the next meeting.

[Annexure- A7, Pg.No.67 - 83]

BOG-30(2012)-10: Proposal on Guest House Rules.

The Guest House rules were implemented after approval by the Director vide letter No. NITR/DR/Guest House/2009/M/706, dt.17.02.2009. The Guest House rules have been re-drafted to reflect changes in present practice of allotment and tariff rates. The revised set of rules was given in the Annexure.

The Board discussed the proposal in detail. Along with the regulations and tariff structure of the guest House, the Board also wanted to know the administrative system of the entire Institute. Director was advised to put up an administrative structure for the Institute in the next meeting. Director was further advised to constitute a committee to examine the regulations and tariff of guest house and put up a proposal in the next meeting. The old regulations and tariff for the Guest House will continue until approval of fresh regulations and tariff by the Board.

The item was deferred.

[Annexure- A8, Pg.No.84 - 101]

BOG-30(2012)-11: Adoption of Model Recruitment Rules (RRs) for Non-Faculty staffs at NIT., Rourkela.

MHRD has circulated a proposal for Model Recruitment Rules (RRs) for Non-Faculty posts in NITs. It was proposed that the same might be adopted by BOG.

The Board discussed the Model Recruitment Rules and noted its features in the context of Institute administration. The Board adopted the Model Recruitment Rules circulated by the Ministry of HRD.

[Annexure- A9, Pg.No.102 - 139]

C. ACADEMIC MATTERS:

BOG-30(2012)-12: To consider the Minutes of 38th and 39th Senate Meetings held on 15.02.2012 and 23.05.2012 respectively.

The minutes of the 38th and 39th Senate Meeting held on 15.02.2012 and 23.05.2012 respectively are given in the Annexure.

The Board noted the above.

[Annexure- A10, Pg. No.140 - 159]

D. ROUTINE ADMINISTRATIVE MATTERS:

BOG-30(2012)-13: Personnel Issues:

1) Resignation:

- a) **Dr. Manas Das [EC:1121018]**, joined this Institute service as an Asst. Professor in the Department of Mechanical Engineering on 06.01.2012. He has tendered his resignation from the post of Asst. Professor, Dept. of ME and requested to relieve him from the Institute service w.e.f. 07th May, 2012 to enable him to join IIT, Guwahati. His resignation is accepted on behalf of the board and he is relieved from the Institute service w.e.f. 07.05.2012(AN) pending approval of the BOG.

The Board approved the proposal.

- b) **Dr. (Ms.) Shabina Khanam [EC:1070847]**, joined this Institute service as an Asst. Professor in the Department of Chemical Engineering on 01.07.2007. She has tendered her resignation from the post of Asst. Professor, Dept. of CH and requested to relieve her from the Institute service w.e.f. 06.07.2012 to enable her to join IIT, Roorkee on 09.07.2012. Her request for waving of 03 months notice period as required vide Clause 30(i) of NIT Statutes and resignation w.e.f. 06.07.2012(AN) is accepted on behalf of the Board and she will be relieved from the Institute service w.e.f. 06.07.2012(AN).

The Board approved the proposal

- c) **Dr. M. R. Gavara [EC:1110994]**, joined this Institute service as an Asst. Professor in the Department of Mechanical Engineering on 19.12.2011. He has tendered his resignation from the post of Asst. Professor, Dept. of ME and requested to relieve him from the Institute service w.e.f. 12.06.2012. His resignation is accepted on behalf of the Board and he is relieved from the Institute service w.e.f. 12.06.2012(AN) pending approval of the BOG.

The Board approved the proposal.

2) Personal Matter: [Re-designation]:

While implementing the new Staff Structure as approved by MHRD, Board vide resolution No. BOG-26(2011)-10 dt. 17.06.2011 has allowed Shri R. K. Sinha to retain his present designation of Special Officer (IPED) as personal to him. Subsequently, in view of administrative exigency, Shri Sinha has been transferred and posted in the Training & Placement(T&P) department of the Institute with New Designation as "Administrative Officer(T&P)", vide office order No.NITR/RG/2012/M/206 dt. 25.04.2012.

Board has the power to abolish, redesignate or change the nomenclature of any post in the institute vide clause No.5(i) of the First Statutes of NITs.

The Board advised Director to propose a suitable designation in line with the approved staff structure in the next meeting.

3) Personal Matter: [Extension of contractual period],

Shri Krishna Dutta, Asst. Professor [MM]. Shri Dutta was offered contractual appointment for a period of 03 years and asked to complete his Ph. D. studies on or before 30th June, 2012 vide clause (01) of the offer of appointment. He joined this Institute service on 14th December, 2009 (FN). He has completed his research work and has

presented his Synopsis Seminar at IIT, Kharagpur on 19.06.2012 and expected to get his Ph. D. degree by December, 2012. Board may consider for extension of contractual period till March 31, 2013.

As a special case, the Board approved the proposal for extension of contractual appointment period till March 31, 2013.

BOG-30(2012)-14: PARTICIPATION IN CONFERENCE AND WORKSHOPS IN FOREIGN COUNTRIES:

The following faculty members were permitted to participate in conferences and workshops in foreign countries on approval of Director as per the Institute policy. The list is presented for information of the Board.

Sl. No.	Name & Designation	Dept.	Duration	Training/ Conference	Place of Training / Conference	Country/ Laboratory
01.	Dr. Raja Sekhar Tungala Asst. Professor	MA	17/03/12 To 18/03/12	2012 International Conference on Fluid Dynamics and Thermodynamics dTechnologies	Singapore	Singapore
02.	Dr. Ch. RamReddy Asst. Professor	MA	17/03/12 To 18/03/12	2012 International Conference on Fluid Dynamics and Thermodynamics Technologies	Singapore	Singapore
03.	Dr. D. Behera Asso. Professor	PH	29/04/12 To 04/05/12	International Conference on Superconductivity and Magnetism – ICSM 2012	Istanbul	Turkey
04.	Dr. S. Murugan Asso. Professor	ME	24/04/12 To 26/04/12	SAE 2012 World Congress & Exhibition	Detroit	USA
05.	Dr. Manoj Ku. Mishra Asso. Professor	MN	24/03/12 To 25/03/12	International Conference on Chemical, Civil and Environment Engineering (ICCE E 2012)	Dubai	UAE
06.	Dr.(Ms.) Bismita Nayak Asst. Professor	LS	01/06/12 To 05/06/12	World Biomaterials Congress (WBC -2012)	Chengdu	China
07.	Dr. Debayan Sarkar Asst. Professor	CY	01/07/12 To 06/07/12	19 th International Conference on Organic Synthesis (ICOS 19)	Melbourne	Australia
08.	Dr. Haraprasad Roy Asst. Professor	ME	03/09/12 To 06/09/12	International Conference on Vibration Engineering and Technology of Machinery (VETOMAC-VIII)	Gdansk	Poland
09.	Dr. Sujit Ku. Bhutia Asst. Professor	LS	01/05/12 To 22/07/12	Shot Term Research work on MDA7 and breast cancer stem cell project, Autophgy and cancer stem cell etc.	Virginia	USA
10.	Dr. (Mrs.) Madhusree Kundu Asso. Professor	CH	05/07/12 To 06/07/12	International Conference on Modeling and Sinulation (ICMS-2012)	Zurich	Switzerland

11.	Dr. (Ms.) Shabina Khanam Asst. Professor	CH	05/07/12 To 06/07/12	International Conference on Fluid Mechanics, Heat Transfer and Thermodynamics (ICFMHTT 2012)	Zurich	Switzerland
12.	Dr. (Ms.) Madhurima Jana Asst. Professor	CY	18/05/12 To 18/06/12	Participation in a Training Programme as a Short Term Visiting Fellow for the Development of professional Skill	Santiago	Chile
13.	Dr. (Ms.) Sandhyarani Biswas Asst. Professor	ME	09/05/12 To 12/05/12	Kathmandu Symposia on Advanced Materials (KaSAM – 2012)	Kathmandu,	Nepal
14.	Dr. Ajit Kumar Sahoo Asst. Professor	EC	04/07/12 To 06/07/12	World Congress on Engineering 2012 (WCE -2012)	London	UK
15.	Dr. Anindya Basu Asso. Professor	MM	23/07/12 To 27/07/12	International Conference on Nanoscience and Technology (ICN+T 2012)	Paris	France
16.	Dr. Debasis Chaira Asst. Professor	MM	23/07/12 To 27/07/12	International Conference on Nanoscience and Technology (ICN+T 2012)	Paris	France
17.	Dr. Arvind Kumar Asst. Professor	CH	05/07/12 To 06/07/12	International Conference on Chemical and Molecular Engineering	Zurich	Switzerland
18.	Dr. Saurv Chatterjee Asso. Professor	CY	22/05/12 To 20/07/12	DAAD Research Stays - 2012 as Short Term Research Fellow for the development of Professional Skill.	Essen	Germany
19.	Dr. Sarat Kumar Patra, Professor	EC	11/06/12 To 12/06/12	International Conference on Computer, Communication and Information Sciences, and Engineering (ICCCISE – 2012)	Copenhagen	Denmark
20.	Dr. S. K. Rath Professor	CS	16/07/12 To 19/07/12	International Conference on Software Engineering Research and Practice (ICSERP -2012)	Las Vegas, Nevada	USA
21.	Dr. K. P. Maity Professor	ME	20/06/12 To 22/06/12	International Conference on Surface Modification Technologies (SMT 26)	France	Paris
22.	Prof. Rajeev Kumar Panda Asst. Professor	SM	16/05/12 To 19/05/12	2012 AMS Annual Conference	New Orleans	USA
23.	Dr. Pradip Chowdhury Asst. Professor	CH	18/06/12 To 21/06/12	Tech Connect World – 2012 Conference	Santa Clara, California	USA

The Board noted the above.

BOG-30(2012)-15: Extra Ordinary Leave (E.O.L) and Fellowship:

The following faculty members were provisionally permitted by Director to avail Extra Ordinary Leave (E.O.L).

Sl. No	Name & Designation	Dept	Duration	Employment/ Fellowship	Place of Work	Country
01.	Dr. Debayan Sarkar Asst. Professor	CY	22/07/12 To 21/07/13	Offered a position of Visiting Scholar for conducting advanced research studies	Stanford University California	USA

The Board approved the proposal.

E. MISCELLANEOUS ITEMS:

BOG-30(2012)-16: Permission for organizing the International Conference.

Sl. No.	Department / Section	Title of the Conference	Date	Venue
01.	Department of Computer Science & Engineering.	2 nd International Conference on "Communication, Computing and Security (ICCCS2012)"	06.10.2012 to 08.10.2012	NIT Rourkela

The Board approved the proposal.

[Annexure- A11, Pg.No.160 - 161]

BOG-30(2012)-17: Reply submitted by Prof. U. K. Mohanty, MM, Prof. S. K. Agarwal, CH and Prof. S. S. Mohapatra, ME., Prof. B. K. Pal, MN & Prof. G. R. Satpathy, BM in the reference to the Charge sheet issued to them.

Charge sheets are being framed in consultation with the Institute Advocate.

The Board noted the above and advised the administration to complete framing of charge sheets expeditiously and issue them & report in the next meeting.

BOG-30(2012)-18: Extension of contract service period of Prof. H.S. Maiti, CR.

Prof. H. S. Maiti joined this Institute service as "Visiting Professor under contract" in the Dept. of Ceramic Engineering w.e.f. 01.03.2011. His contractual tenure as 'Visiting Professor' is scheduled to be expired on **31st October, 2012** on attaining the age of 65 years.

However, considering the interest of Prof. Maiti to continue in this Institute for some more time, Indian National Academy of Engineers(INAE) has kind enough to select him for the position of "Distinguished Professor/Technologist" tenable in this Institute and allow him to continue in this Institute w.e.f. 1st November, 2012 with an honorarium of Rs. 30,000/- per month only.

The Institute is being immensely benefited from the expertise of Prof. Maiti and also willing to retain his service for better academic interest of the Institute. As no salary or remuneration is payable by the institute to Prof. Maiti, the institute has considered providing some additional facilities to him as follows:

1. Licence Free residential accommodation within the Institute campus [water and Electricity Charges payable as per actual].
2. Transport Allowance at the rate as admissible to Professors of the Institute under 6th CPC.
3. Medical facility for self and spouse at Institute Health Centre including referral to IGH and CWSH. In case of any medical emergency for self or spouse, the case may be referred to any of the recognized hospitals. However, the expenditure will be borne by Prof. Maiti.
4. Prof. Maiti may be treated at par with the regular faculty members of the Institute particularly in terms of office accommodation, computer and telephone facilities both at the office and at the residence, Library facilities, Use of research facilities of the Institute, access to the contingency grant of the department (within the approval of the HOD),

Supervision of B. Tech, M. Tech and Ph. D Students if available, acting as the PI/co-PI of externally funded projects etc.

The tenure of appointment will be valid as long as Prof. Maiti receives the INAE fellowship.

The Board approved the proposal.

[Annexure- A12 , Pg. No.1162 – 168]

BOG-30(2012)-19: Proposal for appointment of a Senior Engineer on contract for providing expertise on design, construction and management of Water Treatment Plant, Sewerage system & Centralized AC system.

The Govt. of Odisha has initiated action for supply of raw water to NIT Campus. Therefore it is urgently necessary to prepare detailed technical specification, tender documents and other relevant drawings/ papers pertaining to construction of a 5 MLD Water Treatment Plant in our campus. In addition to this, sewerage system work for the whole campus will be taken up shortly for which scheme has to be finalized. Further centralized AC system work is required to be completed expeditiously for which regular monitoring, coordination and follow up with the consultant and the contractor is necessary.

Considering the above requirement in view, it is felt absolutely necessary to hire the service of an experienced Engineer having expertise in the above fields. Fortunately, we have been able to indentify such an individual at Rourkela.

Mr. M. S. Prasad Rao, Ex-DGM of SAIL, Rourkela Steel Plant has recently retired. He has long and relevant experience in the 3 areas identified above. He has consented to extend his services to NIT for the above work. If found suitable, he will be offered the position of 'Senior Engineer on contract' with job responsibility as mentioned above initially for a period of One Year extendable to 3 years. Considering his experience and expertise in the relevant field and also remuneration paid to other senior agencies, he will be offered an amount of Rs.40,000/- towards monthly compensation which will remain fixed during the contractual period.

The Board approved the proposal.

BOG-30(2012)-20: Any other item with the permission of the Chair.

1) Minutes of the Joint Meeting of Councils of IITs, NITs and IITs held on 28th May, 2012 at New Delhi.

The Minutes of the Joint Meeting of Councils of IITs, NITs and IITs held under the Chairmanship of Shri Kapil sibal, Hon'ble Minister for HRD on 28th May, 2012 at New Delhi is given in the annexure for information of the BOG.

The Board noted the above

[Annexure- A13, Pg.No.169-179]

2) To approve the Minutes of 16th BWC meeting held on 15.06.2012.

The minutes of 16th Meeting of the Building & Works Committee held on 15.06.2012 at NIT Rourkela are given in Annexure for consideration of the Board.

The Board approved the recommendations of the BWC including those on-going and new projects. It reiterated the urgency to initiate work on the major projects Phase-II consisting of Satish Dhawan Hall, Golden Jubilee Building, proposal, Lecture Hall Complex, Mechanical Engineering & Industrial Design Building and Faculty Houses.

The Board advised the Administration to present a proposal to the Board in its next meeting for quantum growth in student strength and associated financial requirements for approval and onward transmission to the Ministry.

[Annexure- A14, Pg.N.o.180 - 189]

3) Sitting fee of BOG, FC, BWC and Senate members.


As per the Clause: 15 of the Statutes, the sitting fee of BOG, FC, BWC and Senate members and the Authorities of the Institute was decided as follows:

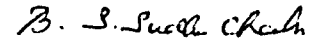
Sl. No	BOG/FC/BWC/Senate(External Members)	Old (per sitting)	New (per setting)
	Members of the Board	Rs.4000/-	Rs.5000/-
	Members of the FC, BWC & Senate (external members only).	Rs.2000/-	Rs.3000/-

The above will be effective from the date of approval of the Board.

4) The next meeting of the Board of Governors will be held in the month of Sept. 2012 in consultation with Chairman, BOG.

The meeting ended with thanks to the Chair.


(S. K. Upadhyay)
Registrar and Secretary
Board of Governors, NIT., Rourkela


(B. S. Sudhir Chandra)
Chairman
Board of Governors, NIT., Rourkela

ACTION TAKEN ON THE 29th MEETING OF THE BOARD OF GOVERNORS, NIT ROURKELA, HELD ON 16.03.2012 (FRIDAY) AT BHUBANESWAR.

BOG-29(2012)-01:	Welcome to all members and invitees to the meeting by the Chairman.	N.A.
BOG-29(2012)-02:	Confirmation of the minutes of the 28 th Meeting of the BOG held on 02.12.2011 at Bhubaneswar	N.A.
BOG-29(2012)-03:	To report on the action taken on the decisions made in the 28 th Meeting of BOG held on 02.12.2011 and to discuss matters arising out of the minutes.	Implemented.
BOG-29(2012)-04:	Brief Report on the activities of the Institute since last BOG meeting held in 2 nd December, 2011.	N.A.
BOG-29(2012)-05:	To consider the Minutes of 17 th Finance Committee Meeting held on 2 nd December, 2012.	Implemented.
BOG-29(2012)-06:	To approve the Minutes of 15 ^h BWC meeting held on 17.02.2012.	Implemented.
BOG-29(2012)-07:	Recruitment of Faculty and Non-Faculty staff.	Implemented.
BOG-29(2012)-08:	Proposal for enhancement of Banking facility on Campus.	Under process
BOG-29(2012)-09:	Constitution of Departmental Promotion Committee (DPC).	Implemented.
BOG-29(2012)-10:	Closure of the NITMIS Nodal Centre Project:	Implemented.
BOG-29(2012)-11:	Enhancement of Alumni activity and discontinuation of Alumni Activity Fee:	Implemented.
BOG-29(2012)-12:	Committee for Distinguished Aluminous Award.	Implemented.
BOG-29(2012)-13:	To consider the Minutes of 37 th Senate Meeting held on 21.12.2011.	Implemented.
BOG-29(2012)-14:	Personnel issues: A) Retirement B) Resignation : 1. Mrs.Shipra Awasthi [EC:207827], 2. Dr. Partha Sarathi De [EC:1121025], 3. Prof. P. R. Jena [EC: 106793],	Implemented Implemented

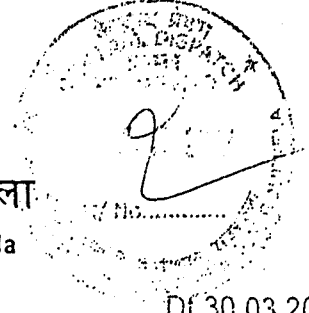
	C) Personal Issues: 1. Prof. (Ms.) Bismita Nayak, Asst. Professor [LS].	Implemented
BOG-29(2012)-15:	PARTICIPATION IN CONFERENCE AND WORKSHOPS IN FOREIGN COUNTRIES:	Implemented
BOG-29(2012)-16:	Extra Ordinary Leave (E.O.L) and Fellowship:	Implemented.
BOG-29(2012)-17:	New Organization structure of the Institute.	Implemented.
BOG-29(2012)-18:	Endowment Fund for National Institute of Technology, Rourkela by Swami Sivananda Foundation.	Policy to be taken up in the 40 th Senate meeting.
BOG-29(2012)-19	Reply submitted by Prof. U. K. Mohanty, MM, Prof. S. K. Agarwal, CH and Prof. S. S. Mohapatra, ME., Prof. B. K. Pal, MN & Prof. G. R. Satpathy, BM in the reference to the Charge sheet issued to them.	Charge sheets are being framed in consultation with Institute Advocate.
BOG-29(2012)-20	Proposal for pay fixation of Pharmacist.	Referred to MHRD vide letter No.NIT/RG/2012/L/153, dt.2.4.12
BOG-29(2012)-21	Proposal for Amendment of Statutes.	Referred to MHRD vide letter No.NIT/RG/2012/L/123, dt.24.03.2012
BOG-29(2012)-22	MoU with Konkuk University, South Korea	Implemented.
BOG-29(2012)-23	Status of the Material Engineering Centre.	Implemented.
BOG-29(2012)-24:	Any other item with the permission of the Chair. 1) Policy on foreign visits and other expenses by faculty, staff and students under TEQIP-II programme. 2) Setting up of "Design Innovation Centre" – Proposal to the Ministry of HRD.	Implemented Proposal sent to MHRD vide letter No.

(S. K. Upadhyay)
Registrar and Secretary, BOG



राष्ट्रीय प्रौद्योगिकी संस्थान, राउरकेला

National Institute of Technology, Rourkela



No.NITR/RG/ BOG-29/2012/ 136

DI.30.03.2012

Sub: New Organisation Structure.

The undersigned is directed to convey the approval of the Board of Governors, NIT Rourkela vide resolution No. BOG-29(2011)-17, dt.16.03.2012 the New Organization Structure of the Institute and authorized Director to incorporate minor changes wherever felt necessary for ensuring smooth administration.

This issues with the approval of the competent authority.

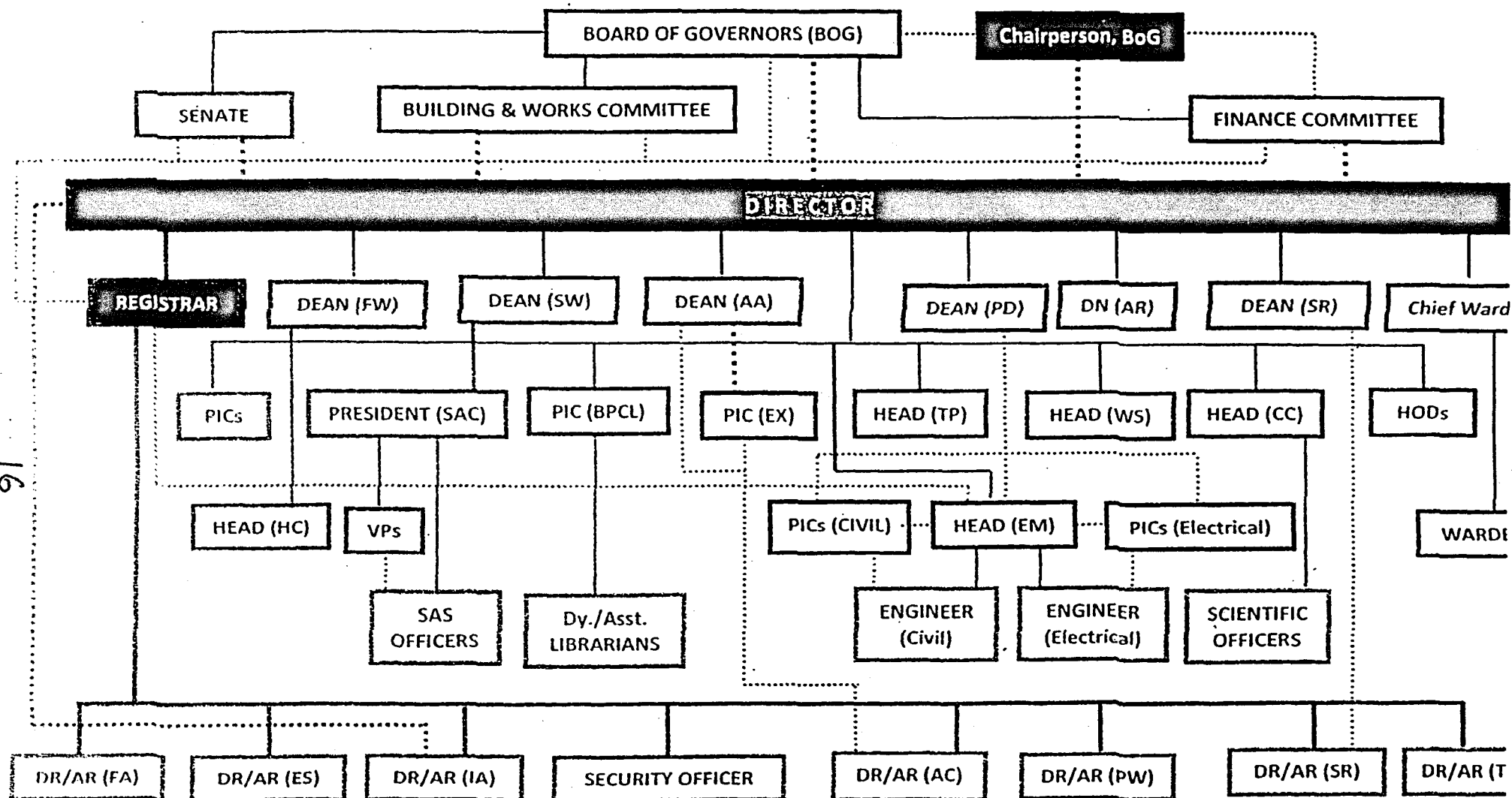
Registrar and Secretary,
BOG, NIT Rourkela

Copy to:

1. All Deans/ HODs/HOOs
2. Chief Warden
3. Dy. Registrar (F&A)
4. Asst. Registrar: Estt / F & A/ IA/AC/PW.
5. Establishment Section/ BOG file.
6. Secretary to Director.



ORGANIZATION STRUCTURE NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA



LEGEND

1. Solid lines (—) represent both Administrative and Functional relationship.
2. Dotted lines (.....) represent only Functional relationship.

REFERENCE

1. Approved vide BOG Resolution No. BOG-29(2012)-17, Dtd. 16.03.2013
2. Notified vide Circular No. - NITR/RG/BOG29/2012/17, Dtd. 20.03.2013

Registrar
Director
Institute of Technology
769008

Brief Report on the activities of the Institute
since last BOG meeting held on 16.03.2012

1. The new AXIS Bank ATM was installed in the Academic Area. Director, NIT Rourkela inaugurated the ATM in presence of General Manager and other officials of the AXIS Bank on 23.03.2012.
2. The Indo-UK Symposium on Biocomposites for Various Engineering Applications was held on 27th -28th March, 2012 at IISC, Bangalore. Prof. S C Mishra, Professor, MM Department delivered the key-note lecture. The symposium was sponsored by The Royal Society, UK and the DST. The British keynote speakers hailed from prolific universities such as the University of Leeds, University of Bolton and the University of Oxford and many others. The International Biographic Centre of Cambridge, England has nominated the Prof. Mishra for the "Olympian Achiever" award.
3. The institute has initiated a Summer Internship Programme with an objective to encourage ambitious and bright B.Tech, B.Sc and M.Sc students from different institutes/universities across India who has completed 2 to 3 years of studies on Engineering or Science degree. Ignited young minds from institutes (excluding NIT Rourkela) have been granted an opportunity to pursue an innovative research and development project under the guidance of NIT faculty members during between 10th of May to 16th of July, 2012.
4. One mini text book exhibition for the B. Tech, Dual Degree and Integrated MSc Students was organized in the Institute from 9th to 13th April 2012. The students were allowed to procure books from the Exhibition.
5. The placement year 2011-12 at NIT Rourkela has seen the best placements in its history. The number of job offers this year has crossed the figure of 735.
Number of Dream Companies visited: 28
Number of Super Dream Companies visited: 16
Highest Domestic Salary Offered: 10.40lpa
Highest International Salary Offered: 30.65lpa
6. National Workshop on RECENT TRENDS IN OBJECT-ORIENTED SOFTWARE TESTING (R-TOOST - 2012) was held during 9th – 11th June 2012 by the Department of Computer Science Engg., NIT, Rourkela. Prof. Durga Prasad Mohapatra, CSE was the Convener and Dr. Pankaj Kumar Sa, CSE was Co-Convener.
7. National Conference on "MODELING AND CONTROL OF RENEWABLE ENERGY SOURCES" was organised by the Department of Electrical Engineering, NIT Rourkela during 04 June – 08 June, 2012. Prof. Bidyadhar Subudhi, EE and Prof. Pravat Kumar Ray, EE were Co-ordinators
8. NIT, Rourkela honoured the Best Government Engineering College.

National Institute of Technology, Rourkela has been awarded the **Best Government Engineering College** by ABP NEWS National B-School Award Group. The award ceremony is scheduled on 30.06.2012 at Taj Lands End, Bandra Mumbai. The ABP NEWS National B-School Awards will recognize Institutions that are innovative Modern & Industry related in their curriculum in Marketing, Advertising, Marketing Communications, Engineering & Technology etc. The award is given in recognition of Leadership, Development, Marketing and Institute and Industry interface of Business School.

This is really a matter of great pride and profound honour for entire NIT family - Faculty, staff, students and to all other who helped for achieving excellence. This is the result of the collective effort, diligence and team spirit and such recognitions provide us with an opportunity to work harder to crown our Institute with higher glory.



BOG Item No. 4

INTERNATIONAL INSTITUTE OF EDUCATION & MANAGEMENT

(REGD. UNDER SOCIETIES REGISTRATION ACT XXI OF 1860)

B-17/G-3, Dilshad Garden, Delhi-110 095 Tel. : 41504224 Fax : 011-23350587

E-mail : iiem203@gmail.com, iiem66@yahoo.co.in

June 16, 2012

Ref: SL/IIEM/25-JUL/BEA

Sub: Selection for "BEST EDUCATIONIST AWARD"

Respected Mr. Sunil Kumar Sarangi,

International Institute of Education & Management, a well known Organization is organizing a National Seminar on "Education & Socio-Economic Development" on 25th July, 2012 at New Delhi. On this occasion, the Institute will honour you with "BEST EDUCATIONIST AWARD". A relevant broucher of I.I.E.M. and a Membership form is enclosed.

We have the pleasure in informing you that your name has been selected for the presentation of "BEST EDUCATIONIST AWARD" and a "CERTIFICATE OF EDUCATION EXCELLENCE" for your outstanding achievements and Remarkable Role in the field of Education. The Award will be presented to you on 25th July, 2012 in New Delhi at a largely attended prestigious ceremony.

If you are not able to receive the Award personally, under any unforeseen circumstances, the Award will be sent to you by Courier/Speed Post.

Please send us your confirmation along with the Membership form duly completed in very early course, so that we can send the Invitation cards.

Looking forward to your earliest possible and favourable response and thanking you, for consideration we remain,

Yours sincerely,

Mahan Vir Tulli
I.F.S. (Retd.)
Chairman

Mr. Sunil Kumar Sarangi
Director/Professor
National Institute of Technology
Rourkela
Orissa

BOG Item No. 4



आपको रखें आगे

Presents

NATIONAL B-SCHOOL AWARDS

30th June 2012 • Taj Lands End, Mumbai

29th May, 2012

Prof. Prafulla Chandra Panda
Director
National Institute of Technology
Rourkela

Dear Prof. Prafulla Chandra Panda,

I am pleased to share with you the results of the ABP NEWS National B-School Awards which is scheduled on 30th June, 2012 at Taj Lands End, Bandra, Mumbai from 2.00 pm Onwards. The ABP-NEWS National B-School Awards will recognize institutions that are innovative modern & industry related in their curriculum in Marketing, Advertising, Marketing Communications, Engineering & Technology etc.

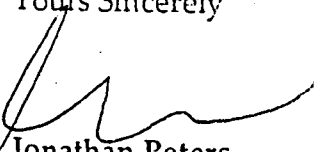
The awards are well researched and chosen by an independent jury and a panel of professionals who believe in nurturing Talent and in recognizing the best of the best ...

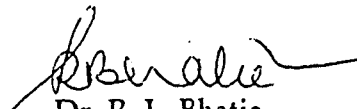
I am pleased to share with you that the Jury has decided to honour National Institute of Technology, Rourkela with the Best Government Engineering College.

The award is in recognition of leadership, development, marketing an institute and industry interface of Business school. May I request you to accept the award in person and honour us with your presence.

A line in confirmation will be sincerely appreciated. We request you to plan your presence at 2.00 pm sharp at Taj Lands End, Bandra, Mumbai.

Thanking you
Yours Sincerely


Jonathan Peters
Founder
Stars of the Industry Group


Dr. R. L. Bhatia
Project Director
B-School Affaire




**NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA**

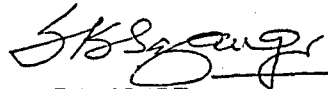
**STATEMENT OF ACCOUNTS
FOR THE FINANCIAL YEAR
2011-2012**

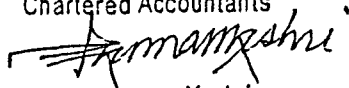
NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA
BALANCE SHEET AS ON 31.03.2012

Particulars	Schedule	Current Year (₹)	Previous Year (₹)
<u>CORPUS/CAPITAL FUND AND LIABILITIES</u>			
CORPUS/CAPITAL FUND	1	3,111,281,702.91	2,179,389,100.91
RESERVE AND SURPLUSE	2	8,811,177.00	8,811,177.00
EARMARKED/ENDOWMENT FUND	3	771,297,976.00	567,825,841.00
SECURED LOANS AND BORROWINGS	4	-	-
UNSECURED LOANS AND BORROWINGS	5	-	-
DEFERRED CREDIT LIABILITIES	6	-	-
CURRENT LIABILITIES AND PROVISIONS	7	334,014,749.54	341,021,471.54
TOTAL		4,225,405,605.45	3,097,047,590.45
<u>ASSETS</u>			
FIXED ASSETS	8	2,555,444,024.00	1,942,987,203.00
INVESTMENTS-EARMARKED/ENDOWMENT FUND	9	623,682,610.17	539,766,939.38
INVESTMENT- OTHERS	10	481,334,922.00	197,327,383.00
CURRENT ASSETS, LOANS, ADVANCES ETC.	11	564,944,049.28	416,966,065.07
MISCELLANEOUS EXPENDITURE		-	-
TOTAL		4,225,405,605.45	3,097,047,590.45
SIGNIFICANT ACCOUNTING POLICIES	24		
CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS	25		


DEPUTY REGISTRAR (FA)
Deputy Registrar (F&A)
National Institute of Technology
Rourkela-769008, Orissa


REGISTRAR
REGISTRAR
National Institute of Technology
Rourkela- 769008, Orissa


DIRECTOR
DIRECTOR
National Institute of Technology
Rourkela 769008, Orissa

For S.Keshri & Co.
Chartered Accountants

Sunil Kumar Keshri
Partner, M. No 057715

NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA
INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED ON 31.03.2012

Particulars	Schedule	Current Year (₹)	Previous Year (₹)
(A) INCOME			
Income from sales/services	12	1,685,925.00	700,400.00
Grants/Subsidies	13	480,000,000.00	492,346,000.00
Fees/Subscription	14	113,343,899.00	85,194,483.83
Income from Investment(Earmarked/Endowment Fund)	15	22,516,459.00	16,420,280.00
Income from Royalty	16	-	-
Intrest Earned	17	13,756,397.00	4,157,388.08
Other Income	18	634,119.00	536,090.00
Increase/(Decrease)in stock of finished goods	19	-	-
Prior Period Income		52,843,897.00	5,943,474.00
TOTAL (A)		684,780,696.00	605,298,115.91
(B) EXPENDITURE			
Establishment Expenses	20	419,297,640.00	365,985,097.00
Other Administrative Expenses etc.	21	189,366,654.00	163,697,994.00
Expenditure on Grants,Subsidies etc.	22	5,000.00	-
Interest	23	-	-
Depreriation(Net Total at the year-end - corresp.Sch.-8)	8	145,625,056.00	114,698,972.00
Prior Period Expenditure		18,593,744.00	7,210,991.00
TOTAL (B)		772,888,094.00	651,593,054.00
Balance being excess of Expenditure over Income(A-B)		(88,107,398.00)	(46,294,938.09)
SIGNIFICANT ACCOUNTING POLICIES	24		
CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS	25		

[Signature]

DEPUTY REGISTRAR(FA)
Deputy Registrar (FAA)
National Institute of Technology
Rourkela-769008, Orissa

[Signature]

REGISTRAR
REGISTRAR
National Institute of Technology
Rourkela- 769008, Orissa

[Signature]

DIRECTOR
DIRECTOR
National Institute of Technology
Rourkela- 769008, Orissa

For S.Keshri & Co
Chartered Accountants

[Signature]

Sunil Kumar Keshri
Partner, M No 057715

NATIONAL INSTITUTE OF TECHNOLOGY , ROURKELA
SCHEDULES FORMING PART OF BALANCE SHEET AS ON 31.03.2012

SCHEDULE : 01 - CAPITAL / CORPUS FUND

	Particulars	Current Year (₹)	Previous Year (₹)
	Balance as at the begining of the Year	2,179,389,100.91	1,467,559,039.00
	Add: Govt of India - Plan Grant (Others)	-	1,250,000.00
	Add:Govt.of India - Plan Grant (MHRD)	1,000,000,000.00	756,875,000.00
	Add:TEQIP-II	20,000,000.00	-
	Sub-Total	3,199,389,100.91	2,225,684,039.00
	Add/(Deduct):Balance of net income/(expenditure) transferred from Income and Expenditure Account	(88,107,398.00)	(46,294,938.09)
	Balance as at the Year - End.	3,111,281,702.91	2,179,389,100.91

SCHEDULE : 02 - RESERVE AND SURPLUS:

	Particulars	Current Year (₹)	Previous Year (₹)
1	GENERAL RESERVE:		
	As per last Account	8,811,177.00	8,811,177.00
	Addition during the year	-	-
		8,811,177.00	8,811,177.00
	Less : Deductions during the year	-	-
	Closing Balance	8,811,177.00	8,811,177.00

NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA, F.Y. 2011-2012

SCHEDULE-3, EARMARKED/ENDOWMENT FUND.

Sl.No.	PARTICULARS	Amount in (₹)							Closing Bal. as on 31-03-2012
		Opening Bal. as on 01-04-2011	Addition to Fund	Total	Refund	Capital Exp	Revenue Exp	Total Exp	
	SRICCE								
1	Non-MHRD	43,270,449	75,627,022	118,897,471	759,823	21,549,454	31,986,737	54,296,014	64,601,457
2	FIST	26,829,265	33,455,151	60,284,416	-	2,795,379	-	2,795,379	57,489,037
3	Consultancy	14,195,869	18,562,316	32,758,185	-	-	12,062,060	12,062,060	20,696,125
4	Continuing Education	3,934,260	3,487,725	7,421,985	-	-	3,485,105	3,485,105	3,930,880
5	Activity Fund	505,258	2,119,271	2,624,529	-	-	2,064,896	2,064,896	559,633
6	R&D	68,640	-	68,640	-	-	-	-	68,640
7	SRICCE Fund	18,578,247	16,779,512	35,357,759	-	-	13,670,121	13,670,121	21,687,638
8	MODROB(MHRD)	(6,133)	-	(6,133)	-	-	-	-	(6,133)
9	TAPTEC Project	(4,790)	-	(4,790)	-	-	-	-	(4,790)
10	Testing Service	1,502,857	3,895,687	5,398,544	-	-	5,163,327	5,163,327	235,417
11	SRICCE MISC	-	1,073,249	1,073,249	-	-	1,063,799	1,063,799	9,450
	Sub-Total	108,873,922	155,000,133	263,874,055	759,823	24,344,833	69,496,045	94,600,701	169,273,354
	INSTITUTE								
1	EDP School	9,248	-	9,248	-	-	-	-	9,248
2	MIS Recurring (R)	179,177	-	179,177	-	-	-	-	179,177
3	Rail Road Wheel Rail System	309	-	309	-	-	-	-	309
4	Industry Institute Interaction Scheme	8,135	-	8,135	-	-	-	-	8,135
5	EDP (Impact Project)	(20,736)	-	(20,736)	-	-	-	-	(20,736)
6	Material Science Contingency	409,951	-	409,951	-	-	-	-	409,951
7	Substantiality Support Scheme AEIE	10,368	-	10,368	-	-	-	-	10,368
8	Substantiality Support Scheme CSEA	14,118	-	14,118	-	-	-	-	14,118
	GRANT SANCTIONED BY AICTE								
9	MODROB (MHRD) Replacement of Old Non-Functioning & Outdated Equipment for process Met. Lab (Dr. R.C. Behera)	4,359	-	4,359	-	-	-	-	4,359
10	Hierarchical Neuro-Fuzzy Hybrid Architecture for Nonlinear control (Dr. J.K. Satpathy)	58,233	-	58,233	-	-	-	-	58,233
	MHRD (R & D)								
11	Advance DST Techniques for Mobility Management (Shri R.B.Singh)	(1,295)	-	(1,295)	-	-	-	-	(1,295)
12	Development of Lab on Machine Vision (Dr.S.K.Acharya)	4,394	-	4,394	-	-	-	-	4,394
13	Infrastructure Development of Software Eng. Lab Dr.S.K.Rath	(4,997)	-	(4,997)	-	-	-	-	(4,997)
	GRANT SANCTIONED BY CSIR								
14	Adhoc grant council Scientific & Industrial Research HRD Grant, CSIR, New Delhi	(40,000)	-	(40,000)	-	-	-	-	(40,000)
15	ISTE Grants, Dr.L.Kar	350	-	350	-	-	-	-	350
16	UGC Teacher Fellowship	5,000	-	5,000	-	-	-	-	5,000
17	National Convention on Env.Engg (Dr.K.K.Mishra)	26,000	-	26,000	-	-	-	-	26,000
18	UGC Career Awards, Dr.J.K.Satpathy	(247,355)	-	(247,355)	-	-	-	-	(247,355)
19	Indo-US Project Other Agency	38,540	-	38,540	-	-	-	-	38,540

44

Sl.No.	PARTICULARS	Opening Bal. as on 01-04-2011	Addition to Fund	Total	Refund	Capital Exp	Revenue Exp	Total Exp	Closing Bal. as on 31-03-2012
20	GOI, Indo-UK Joint Res. Project, Dr.S.Mohapatra (STRR, MSI)	43,126	-	43,126	-	-	-	-	43,126
	CENTRAL GOVT. / STATE GOVT. SCHOLARSHIP								
21	NEC Scholarship Assam	10,600	-	10,600	-	-	-	-	10,600
22	NEC Shillong	13,231	-	13,231	-	-	-	-	13,231
23	PMS Andhra Pradesh	10,325	200,375	210,700	-	-	200,375	200,375	10,325
24	PMS Chattisgarh	2,500	-	2,500	-	-	-	-	2,500
25	PMS Karnataka	700	-	700	-	-	-	-	700
26	PMS Orissa	290,325	-	290,325	-	-	-	-	290,325
27	PMS Orissa(SC)	-	1,360,624	1,360,624	-	-	1,313,084	1,313,084	47,540
28	PMS Orissa(ST)	-	4,016,886	4,016,886	-	-	3,723,924	3,723,924	292,962
29	PMS Uttarakhand	-	-	-	-	-	-	-	-
30	PMS Rajasthan	7,300	-	7,300	-	-	-	-	7,300
31	PMS West Bengal	14,880	15,000	29,880	-	-	15,000	15,000	14,880
32	PMS Chhindabada	-	-	-	-	-	-	-	-
33	PMS Jharkhand	10,145	229,400	239,545	-	-	229,400	229,400	10,145
34	PMS Uttar Pradesh	40,986	61,480	102,466	-	-	61,480	61,480	40,986
35	PMS Bihar	22,596	1,001,370	1,023,966	-	-	837,490	837,490	186,476
36	PMS Chandigarh	8,850	-	8,850	-	-	-	-	8,850
37	PMS Maharashtra	21,258	-	21,258	-	-	-	-	21,258
38	PMS Kerala	31,748	-	31,748	-	-	-	-	31,748
39	PMS Nagpur	14,835	-	14,835	-	-	-	-	14,835
40	PMS Assam	-	-	-	-	-	-	-	-
41	PMS Meghalaya	-	-	-	-	-	-	-	-
42	PMS M.P.	-	165,330	165,330	-	-	165,330	165,330	-
43	GOI, TCS, Colombo	3,039,868	-	3,039,868	-	-	-	-	3,039,868
44	GOO, Loan Stipend, Orissa Student	13,999	-	13,999	-	-	-	-	13,999
45	GOO, DPI Senior Merit Scholarship	(10,905)	-	(10,905)	-	-	-	-	(10,905)
46	GOO, DPI National Loan Scholarship	5,550	-	5,550	-	-	-	-	5,550
47	GOO, DPI National Scholarship Orissa	212,700	-	212,700	-	-	-	-	212,700
48	GOO, TRW Post Martic Scholarship	135,673	-	135,673	-	-	-	-	135,673
49	Industry Institute Interaction Scholarship (GOO)	39,185	-	39,185	-	-	-	-	39,185
50	PG Meritorius Scholarship IMA, BBSR	-	-	-	-	-	-	-	-
51	Girls Merit Scholarship	36,000	-	36,000	-	-	-	-	36,000
52	Minority Community scholarship Thiruvanthapuram	-	41,657	41,657	-	-	41,657	41,657	-
53	Sr.Merit Scholarship, Orissa	1,200	-	1,200	-	-	-	-	1,200
54	National Merit Scholarship	73,300	-	73,300	-	-	-	-	73,300
55	National Scholarship, Sri Lanka	-	38,438	38,438	-	-	38,438	38,438	-
56	National Scholarship, Yemen	-	18,000	18,000	-	-	18,000	18,000	-
57	National Scholarship, Maldives	-	11,468	11,468	-	-	11,468	11,468	-
58	National Scholarship, Bangladesh	181,443	54,581	236,024	-	-	58,792	58,792	177,232
59	National Scholarship, Afghanistan	-	96,678	96,678	-	-	96,678	96,678	-
60	National Scholarship, Congo	-	22,500	22,500	-	-	22,500	22,500	-
61	NTS Scholarship, New Delhi	102,868	48,000	150,868	-	-	72,000	72,000	78,868

Sl.No.	PARTICULARS	Opening Bal. as on 01-04-2011	Addition to Fund	Total	Refund	Capital Exp	Revenue Exp	Total Exp	Closing Bal. as on 31-03-2012
62	Raj Shree Sahu Maharaja Merit Scholarship, Pune, Maharashtra	-	40,000	40,000	-	-	40,000	40,000	-
63	SC Central Top Class Scholarship	1,468,235	763,765	2,232,000	-	-	1,341,466	1,341,466	890,534
64	ST Central Top Class Scholarship	59,027	1,424,473	1,483,500	-	-	-	-	1,483,500
65	Nalco Foundation Day Scholarship	6,200	-	6,200	-	-	-	-	6,200
66	Stipened QIP	(940,047)	-	(940,047)	-	-	1,293,920	1,293,920	(2,233,967)
67	Scholarship Vishakapatnam Steel Plant	-	18,000	18,000	-	-	18,000	18,000	-
68	Scholarship Govt Of Tripura	24,000	-	24,000	-	-	-	-	24,000
69	Scholarship Govt Of Pondichery	20,915	-	20,915	-	-	-	-	20,915
70	Scholarship Arunachal Pradesh	4,800	6,600	11,400	-	-	6,600	6,600	4,800
71	Scholarship Nagaland Govt.	-	-	-	-	-	-	-	-
72	Scholarship Bilul Steel Plant	3,750	-	3,750	-	-	-	-	3,750
73	Scholarship Bokaro Steel Plant	3,000	-	3,000	-	-	-	-	3,000
74	Scholarship New Delhi, SAIL	4,050	-	4,050	-	-	-	-	4,050
75	Scholarship Paradeep Port Trust	400	-	400	-	-	-	-	400
76	Scholarship Coal India	6,400	-	6,400	-	-	-	-	6,400
77	Scholarship Bank Loan, Orissa	4,452	-	4,452	-	-	-	-	4,452
78	Scholarship Orissa Mining & Geology	300	-	300	-	-	-	-	300
79	Scholarship Govt Of Assam	85,125	-	85,125	-	-	-	-	85,125
80	Scholarship Govt Of Tamil Nadu	5,928	-	5,928	-	-	-	-	5,928
81	Scholarship Govt Of Punjab & Haryana	7,191	-	7,191	-	-	-	-	7,191
82	Scholarship Govt Of Jammu & Kashmir	1,480	-	1,480	-	-	-	-	1,480
83	Scholarship Govt Of Madhya Pradesh	4,930	-	4,930	-	-	-	-	4,930
84	Scholarship Govt Of Himachal Pradesh	5,400	-	5,400	-	-	-	-	5,400
85	Scholarship Govt Of Maharashtra	40,530	-	40,530	-	-	-	-	40,530
86	Scholarship Govt Of Manipur	40	-	40	-	-	-	-	40
87	Scholarship Girls Merit Scheme, Orissa	30,978	-	30,978	-	-	-	-	30,978
88	Scholarship Foreign Student	294,170	-	294,170	-	-	-	-	294,170
89	Scholarship Govt Of Uttaranchal	25,400	-	25,400	-	-	-	-	25,400
90	Scholarship- Book Grant, Santika Das, Met Eng	42,400	-	42,400	-	-	-	-	42,400
91	Merit Scholarship, Pune	(2,200)	-	(2,200)	-	-	-	-	(2,200)
92	Merit cum means scholarship for minorities, Bihar	-	16,000	16,000	-	-	16,000	16,000	-
93	PG Merit cum Poverty, Odisha	-	110,000	110,000	-	-	70,000	70,000	40,000
94	PG Merit odisha	-	50,000	50,000	-	-	50,000	50,000	-
95	PG Meritorius Scholarship, IMA, BBSR	-	72,000	72,000	-	-	72,000	72,000	-
96	National Scholarship (Orissa)	19,320	-	19,320	-	-	-	-	19,320
97	Post Graduate Merit Scholarship, New Delhi	-	-	-	-	-	-	-	-
98	Chief Minister Sch. Orissa	-	-	-	-	-	-	-	-
99	Educational Sch. Hyderabad	-	40,000	40,000	-	-	40,000	40,000	-
100	Indira Gandhi Sch. Single Girl Child, ND	-	-	-	-	-	-	-	-
101	National Scholarship, Congo	-	-	-	-	-	-	-	-
102	NCT, New Delhi	-	38,880	38,880	-	-	38,880	38,880	-
103	General Scholarship, Uttarpradesh	-	29,400	29,400	-	-	29,400	29,400	-
104	ONGC Scholarship	-	240,000	240,000	-	-	-	-	240,000
105	Students Convocation & Degree	215,417	-	215,417	-	-	-	-	215,417
106	Students Regn. & Migration	158,847	-	158,847	-	-	-	-	158,847

Sl.No.	PARTICULARS	Opening Bal. as on 01-04-2011	Addition to Fund	Total	Refund	Capital Exp	Revenue Exp	Total Exp	Closing Bal. as on 31-03-2012
107	Students Univ. Exam A/c	129,742		129,742		-	-	-	129,742
108	Students Univ. Enrollment & Late Admn A/c	82,046		82,046		-	-	-	82,046
109	Students Tech.Univ A/c	1,399,000		1,399,000		-	-	-	1,399,000
110	Students Univ. Games & Sports A/c	19,073		19,073		-	-	-	19,073
111	Students Insurance	48,883		48,883		-	-	-	48,883
112	Students A.V.Subscription	327,485		327,485		-	-	-	327,485
113	Students College Blazer	13,630		13,630		-	-	-	13,630
114	Students Hostel Fund	49,950		49,950		-	-	-	49,950
115	Students SSG Share Money	81,299		81,299		-	-	-	81,299
116	Students SSG A/c Subscription	358,333		358,333		-	-	-	358,333
117	Students Spring Time	193		193		-	-	-	193
118	Students NCC A/c	1,746		1,746		-	-	-	1,746
119	Students Additional Cont.Allow	15,000		15,000		-	-	-	15,000
120	Student AF Subscription A/c	7,620		7,620		-	-	-	7,620
121	Sambalpur Univ. Deposit Imprest A/c	2,294		2,294		-	-	-	2,294
122	Sambalpur Univ. Exam (Pvt.Cand.)	10,499		10,499		-	-	-	10,499
123	Sambalpur Int.College Tournament	7,242		7,242		-	-	-	7,242
124	Sambalpur Regn.Of College Teacher	275		275		-	-	-	275
125	Institute Corpus fund	-	197,182,544.00	197,182,544.00	-	-	345,097.00	345,097.00	196,837,447.00
126	Endowment fund(Inst.)	87,620,467	3,513,220	91,133,687	-	-	81,909,969	81,909,969	9,223,718
127	SRICCE Fund	10,000,000.00	-	10,000,000	-	-	10,000,000.00	10,000,000.00	-
128	Fellowship	-	5,022,056.00	5,022,056	-	-	3,533,623.00	3,533,623.00	1,488,433
	Sub- Total	106,603,300	215,948,725	322,552,025	-	-	105,710,571	105,710,571	216,841,454
	BOT								
129	Board of Trustee(CPF/GPF/Pension),NIT, Rourkela	351,083,553	97,097,894	448,181,447	41,572,192	-	23,336,361	64,908,553	383,272,894
130	Board of Trustee(NPS),NIT, Rourkela	1,265,066	15,780,672	17,045,738	15,133,964	-	1,500	15,135,464	1,910,274
	Sub - total	352,348,619	112,878,566	465,227,185	56,706,156	-	23,337,861	80,044,017	385,183,168
	Grand Total	567,825,841	483,827,424	1,051,653,265	57,465,979	24,344,833	198,544,477	280,355,289	771,297,976

NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA
FORMING PART OF BALANCE SHEET AS ON 31.03.2012
SCHEDULES F

SCHEDULE:04-SECURED LOANS AND BORROWINGS:

Particulars	Current Year (₹)	Previous Year (₹)
NIL	-	-

SCHEDULE:05-UNSECURED LOANS AND BORROWINGS:

Particulars	Current Year (₹)	Previous Year (₹)
NIL	-	-

SCHEDULE:06-DEFERRED CREDIT LIABILITIES:

Particulars	Current Year (₹)	Previous Year (₹)
NIL	-	-

SCHEDULE :07 - CURRENT LIABILITIES AND PROVISIONS:

Particulars	Current Year (₹)	Previous Year (₹)
A. CURRENT LIABILITIES		
1 Advance Received	50,567,967.38	93,015,906.30
2 Liabilities for Expenses	42,518,455.00	39,649,846.00
3 Security Deposit	145,984,839.00	119,607,294.00
4 Statutory Liabilities	5,540,316.00	1,950,871.00
5 TEQIP CELL-I	1,023.16	432,740.16
6 TEQIP CELL-II	259,548.00	
7 Sundry Creditors	73,853,275.00	74,407,086.00
8 BOT (Payable)	4,997,615.00	4,476,406.00
TOTAL	323,723,038.54	333,540,149.00
B. PROVISIONS		
1 Gratuity	1,487,761.00	1,482,707.00
2 Pension	6,000,437.00	5,380,670.00
3 Provision for D.A.	2,803,513.00	617,945.00
	10,291,711.00	7,481,322.00
TOTAL(A+B)	334,014,749.54	341,021,471.00

NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA-769008

SCHEDULE-8 FIXED ASSETS AS ON 31.03.2012

Amount in (₹)

SLNO.	PARTICULAR	GROSS BLOCK				DEPRECIATION				NET BLOCK	
		As At beginning of year	Additions during the year	Deletions/ adjustments during the year	As at the year end	As At beginning of year	For the year	Deletions/ adjustments during the year	Upto end of the year	As at the current year end	As at the previous year end
		(1)	(2)	(3)	(1+2-3=4)	(5)	(6)	(7)	(5+6-7=8)	(4-8=9)	(1-5=10)
	A. FIXED ASSETS										
	INSTITUTE										
1	Land	438,878	-	-	438,878	-	-	-	-	438,878	438,878
2	Building	555,320,402	261,050,636	30,429,325	785,941,713	191,402,446	50,021,338	-	241,423,784	544,517,929	363,917,956
3	Plant, Machinery & Equipments	425,820,755	35,964,203	1,730,300	460,054,658	183,761,191	39,227,343	-	222,988,534	237,066,124	242,059,564
4	Vehicles	568,270	-	-	568,270	563,003	1,053	-	564,056	4,214	5,267
5	Furniture & Fixture	75,883,119	25,470,514	5,052	101,348,581	19,217,742	7,105,154	-	26,322,896	75,025,685	56,665,377
6	Office Equipment	70,370,068	-	-	70,370,068	64,719,728	1,412,585	-	66,132,313	4,237,755	5,650,340
7	Computer / Peripherals	118,812,294	36,679,034	1,832,750	153,658,578	96,173,687	24,527,172	-	120,700,859	32,957,719	22,638,607
8	Electrical Installation	81,543,750	28,692,222	2,053,696	108,182,276	35,659,206	6,425,163	-	42,084,369	66,097,907	45,884,544
9	Library Books	56,376,124	7,893,373	112,490	64,157,007	19,441,539	6,123,514	-	25,565,053	38,591,954	36,934,565
10	Tube well & Water Supply	27,935,250	7,976,207	644,192	35,267,265	14,102,040	2,096,295	-	16,198,335	19,068,930	13,833,210
11	Other Fixed Assets	10,479,543	16,692	27,366	10,468,869	9,542,143	230,450	-	9,772,593	696,276	937,400
12	Telecom & Networking Inst.	63,413,959	15,876,354	-	79,290,313	39,168,440	8,454,989	-	47,623,429	31,666,884	24,245,519
	TEQIP-I										
13	Book & Learning Resources (TEQIP)	6,013,363	-	-	6,013,363	-	-	-	-	6,013,363	6,013,363
14	Electric Equipment (TEQIP)	1,029,955	-	-	1,029,955	-	-	-	-	1,029,955	1,029,955
15	Civil Work (TEQIP)	10,028,580	-	-	10,028,580	-	-	-	-	10,028,580	10,028,580
16	Plant, Machinery & Equip. (TEQIP)	116,813,443	-	-	116,813,443	-	-	-	-	116,813,443	116,813,443
17	Furniture (TEQIP)	4,038,614	-	-	4,038,614	-	-	-	-	4,038,614	4,038,614
	TOTAL (A)	1,624,886,367	419,619,235	36,835,171	2,007,670,431	673,751,165	145,625,056	-	819,376,221	1,188,294,210	951,135,202
	INSTITUTE										
	B. CAPITAL (WIP)										
1	Building	958,322,521	571,047,599	251,484,549	1,277,885,571	-	-	-	-	1,277,885,571	958,322,521
2	Electrical Installation	33,529,480	76,806,016	23,360,289	86,975,207	-	-	-	-	86,975,207	33,529,480
3	Plant, Machinery & Equipment	-	2,496,876	207,840	2,289,036	-	-	-	-	2,289,036	-
	TOTAL (B)	991,852,001	650,350,491	275,052,678	1,367,149,814	-	-	-	-	1,367,149,814	991,852,001
	C. TOTAL (A+B)	2,616,738,368	1,069,969,726	311,887,849	3,374,820,245	673,751,165	145,625,056	-	819,376,221	2,555,444,024	1,942,987,203
	D. PREVIOUS YEAR	1,850,780,667	1,396,979,229	631,021,528	2,616,738,368	559,052,193	114,698,972	-	673,751,165	1,942,987,203	1,291,728,474

NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA
SCHEDULES FORMING PART OF BALANCE SHEET AS ON 31.03.2012

SCHEDULE :09 - INVESTMENT FROM EARMARKED/ENDOWMENT FUND

	Particulars	Current Year (₹)	Previous Year (₹)
1	Term Deposits with Schedule Banks(SRICCE)	30,033,720.00	28,033,720.00
2	Term Deposits with Schedule Banks(Institute)	218,087,197.00	172,720,541.00
3	Term Deposits with Schedule Banks(B.O.T.)	375,561,693.17	339,012,678.38
	TOTAL	623,682,610.17	539,766,939.38

SCHEDULE :10 - INVESTMENT OTHERS

	Particulars	Current Year (₹)	Previous Year (₹)
1	Term Deposits with Schedule Banks	481,334,922.00	197,327,383.00
	TOTAL	481,334,922.00	197,327,383.00

SCHEDULE :11 - CURRENT ASSETS, LOANS & ADVANCES

	Particulars	Current Year (₹)	Previous Year (₹)
	<u>Current Assets, Loans & Advances</u>		
1	Security Receivable	4,068,808.00	3,593,060.00
2	Advance Receivable	194,356,603.00	207,020,642.00
3	TEQIP-I (Advance)	-	158,910.00
4	Advance (TEQIP-II)	50,000.00	
5	Temporary Advance	69,864.00	69,864.00
6	Cash-in-hand	20.00	348.00
7	B/D/Cheques-in-hand	-	6,195.00
8	<u>Bank Balances</u>		
(i)	Current Account	63,627,535.79	84,963,409.79
(ii)	Saving Account	2,334,649.83	6,526,883.00
(iii)	TEQIP-I	71,403.00	563,612.00
(iv)	TEQIP-II	19,539,072.00	
(v)	SRICCE	124,622,304.86	65,596,222.86
9	Accrued Interest	33,111,820.00	21,653,092.00
10	Deferred Revenue Expenditure	-	
11	Grant Receivable	100,000,000.00	
12	Salary Nodal Receivable	318,657.00	220,607.00
13	<u>SRICCE</u>		
(i)	Permanent Advance	380,000.00	340,000.00
(ii)	Temporary Advance	7,774,222.00	8,440,872.00
14	<u>BOARD OF TRUSTEES</u>		
(i)	Accrued Interest	10,314,185.19	15,795,424.57
(ii)	Advance Receivable	14,400.98	14,401.00
(iii)	Income Tax Receivable	2,294,210.11	1,901,830.95
(iv)	Bank Balance	1,996,293.52	100,690.00
	TOTAL	564,944,049.28	416,966,065.07

SCHEDULE:12 - INCOME FROM SALES/SERVICES

	Particulars	Current Year (₹)	Previous Year (₹)
1	Sale of Application form	1,685,925.00	617,400.00
2	Sale of Tender Paper	-	83,000.00
	TOTAL	1,685,925.00	700,400.00

NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA
SCHEDULES FORMING PART OF BALANCE SHEET AS ON 31.03.2012

SCHEDULE:13 - GRANTS/SUBSIDIES

	Particulars	Current Year (₹)	Previous Year (₹)
1	Central Govt.	480,000,000.00	490,000,000.00
2	State Govt.	-	2,346,000.00
	TOTAL	480,000,000.00	492,346,000.00

SCHEDULE : 14 - FEES/SUBSCRIPTIONS

	Particulars	Current Year (₹)	Previous Year (₹)
1	Admission Fee	1,480,000.00	1,418,000.00
2	Hall Admission Fee	736,500.00	683,000.00
3	Processing Fee (B.Tech/M.Tech/Ph.D)*	-	1,295,904.00
4	Other Fee (Examination, Library Etc.) *	-	13,059,475.00
5	Transcript fee*	-	185,214.00
6	Tuition Fees	111,127,399.00	68,537,390.83
7	Dayscholar Permission Fee*	-	-
8	TEQIP-I	-	15,500.00
	TOTAL	113,343,899.00	85,194,483.83

*Transferred to Institute corpus fund as per Finance Committee Res. No.F.C.18(2012)-07,dt.16.03.2012

SCHEDULE:15 - INCOME FROM INVESTMENTS

	Particulars	Current Year (₹)	Previous Year (₹)
1	Rent	1,000,512.00	842,328.00
2	Vehicle Rent	9,661.00	12,190.00
3	Hall Seat Rent	17,890,765.00	12,809,940.00
4	Licence Fee	1,981,121.00	1,485,402.00
5	Rent(VH/GH)	1,634,400.00	1,270,420.00
	TOTAL	22,516,459.00	16,420,280.00

SCHEDULE:16 - INCOME FROM ROYALTY PUBLICATION

	Particulars	Current Year (₹)	Previous Year (₹)
1	Income from Publication	-	-
	TOTAL	-	-

NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA
SCHEDULES FORMING PART OF BALANCE SHEET AS ON 31.03.2012

SCHEDULE :17 - INTREST EARNED

	Particulars	Current Year (₹)	Previous Year (₹)
1	With Schedule Bank	13,752,249.00	4,157,388.00
2	TEQIP-I	4,148.00	
	TOTAL	13,756,397.00	4,157,388.00

SCHEDULE :18 - OTHER INCOME

	Particulars	Current Year (₹)	Previous Year (₹)
1	Miscellaneous Income	431,187.00	438,490.00
2	Other Income	169,276.00	97,600.00
3	TEQIP-I	33,656.00	
	TOTAL	634,119.00	536,090.00

SCHEDULE :19 - INCREASE/(DECREASE) IN STOCK OF FINISHED GOODS WORK IN PROGRESS.

	Particulars	Current Year (₹)	Previous Year (₹)
1	Nil	Nil	Nil
	TOTAL	Nil	Nil

SCHEDULE : 20 ESTABLISHMENT EXPENSES

	Particulars	Current Year (₹)	Previous Year (₹)
1	Salary & Wages	274,910,150.00	229,402,887.00
2	Allowances & Bonus	931,428.00	929,126.00
3	Contribution to CPF	1,507,980.00	1,475,944.00
4	Contribution to New Pension Scheme	8,277,972.00	5,944,423.00
5	Lien Contribution of Prof. S. K. Sarangi, Director	270,166.00	179,608.00
6	Outsourced Services	23,685,916.00	23,257,066.00
7	Staff Welfare Expenses	20,242,806.00	11,231,291.00
8	Expenses on Employees' Retirement & Terminal Benefits	89,471,222.00	91,218,752.00
9	GOO (Arear) Pension	-	2,346,000.00
	TOTAL	419,297,640.00	365,985,097.00

NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA
SCHEDULES FORMING PART OF BALANCE SHEET AS ON 31.03.2012

SCHEDULE : 21 -OTHER ADMINISTRATIVE EXPENSES.

	Particulars	Current Year (₹)	Previous Year (₹)
1	Advertisement & Publicity	6,967,762.00	5,881,134.00
2	Auditors' Remuneration	300,000.00	300,000.00
3	Awards & Prizes	-	52,200.00
4	Bank Charges	53,048.00	70,804.00
5	Books & Professional Society Membership Allow.	1,580,185.00	854,036.00
6	Contingencies Expenses	1,427,877.00	1,936,081.00
7	Conveyance Allow.	5,500.00	6,500.00
8	Children Education Allowance *	-	2,953,694.00
9	Convocation	1,180,669.00	551,076.00
10	Conference & Seminar Expenses	9,641,173.00	6,045,055.00
11	Electricity & Power	25,283,829.00	19,966,197.00
12	Golden Jubilee Celebration Expenses	1,360,564.00	
13	Hospitality Expenses	238,893.00	199,018.00
14	Honorarium	677,000.00	303,490.00
15	Internet Charges	2,745,258.00	3,279,747.00
16	Labour & Processing	-	267,710.00
17	Legal Expenses	504,580.00	239,305.00
18	License fee for software/web Edition	16,564,599.00	12,814,950.00
19	Miscellaneous Expenses	203,100.00	-
20	M.Tech. stipend	43,431,697.00	35,749,328.00
21	Ph.D Stipend	28,136,655.00	17,343,883.00
22	Postage, telephone & communication charges	450,841.00	349,778.00
23	Printing & Stationary	4,904,026.00	4,980,431.00
24	Professional Charges	297,969.00	175,849.00
25	Remuneration to External Examiners	337,333.00	268,502.00
26	Repair & Maintenance	29,524,423.00	36,682,175.00
27	Student Travel	1,455,978.00	857,604.00
28	Stipendary Trainees/Teaching Asstt. Remuneration	4,020,122.00	4,884,933.00
29	TEQIP-I(Revenue Expenses)	257,206.00	1,155,676.00
30	TEQIP(Revenue Expenses)	670,476.00	-
31	Training to faculty & staff	116,564.00	183,463.00
32	Traveling & Conveyance Expenses	3,877,180.00	2,648,625.00
33	Telephone Charges	1,278,801.00	1,121,421.00
34	Uniform & Washing Allowance	26,429.00	12,616.00
35	Vehicle Running & Maintenance	311,158.00	571,971.00
36	Water Charges (PHED)	1,535,759.00	990,742.00
	TOTAL	189,366,654.00	163,697,994.00

* Children Education Allowance transferred to Staff welfare expenses of sch.20

NATIONAL INSTITUTE OF TECHNOLOGY , ROURKELA
SCHEDULES FORMING PART OF BALANCE SHEET AS ON 31.03.2012

SCHEDULE:22 - EXPENDITURE ON GRANTS,SUBSIDIES

	Particulars	Current Year (₹)	Previous Year (₹)
	Grants to School/Club		
1	Community centre	5,000.00	
	TOTAL	5,000.00	

SCHEDULE: 23 - INTEREST

	Particulars	Current Year (₹)	Previous Year (₹)
	NIL	-	
	TOTAL:	-	

SCHDULES 24- SIGNIFICANT ACCOUNTING POLICIES

1. ACCOUNTING CONVENTION

The financial statements are prepared on the basis of historical cost convention, unless otherwise stated and on the accrual method of accounting.

2. INVESTMENTS

Investments are valued at cost.

3. FIXED ASSETS

Fixed Assets are stated at cost of acquisition inclusive of inward expenses and incidental and direct expenses.

Fixed Assets acquired out of Earmarked/Endowment Funds being the assets of the Fund provider are deducted from the respective Fund Account as Capital expenditure & are not taken into Account in the Fixed Assets of the Institute shown under Schedule-8.

4. DEPRECIATION

Depreciation is provided on written down value method as per rates specified in the Income Tax Act, 1961.

Depreciation on fixed assets (TEQIP) has not been provided as per specification of the terms & condition of TEQIP-NPIU.

5. GOVERNMENT GRANTS

Government grants received during the year for capital expenditure are treated as Corpus Fund.

Government grant of the nature of contribution towards Capital & Revenue Expenses for specific projects are treated as Endowment/Earmarked Fund.

Government grants under Non-Plan received during the year for revenue Expenditure of the institute are treated as income under head grants/subsidies.

Government grants/subsidies are accounted on accrual basis.

6. RETIREMENT BENEFITS

Liabilities towards gratuity payable on death/retirement of employees is provided based on actual valuation.

Liabilities towards pension payable on retirement of employees is provided based on actual valuation.

Leave encashment benefit(arrear) to the employee is accounted on actual valuation.

SCHEDULE 25-CONTINGENT LIABILITIES AND NOTES ON ACCOUNT

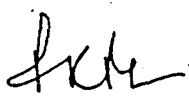
1. CONTINGENT LIABILITIES

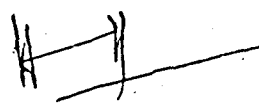
Claims against the Institute under suit Rs.Nil (Previous Year Rs.Nil).

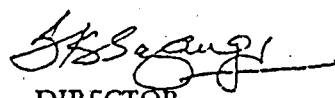
1. NOTES ON ACCOUNT

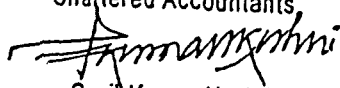
A) Corresponding figure for the previous year have been regrouped/rearranged, whenever necessary.

B) Capital assets acquired out of earmarked/endowment fund amounts to Rs.243,44,833/- (Total accumulated up to end of previous Year Rs.20,79,17,107/-).


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Rourkela- 769008, Orissa


DIRECTOR
DIRECTOR
National Institute of Technology
Rourkela 769008, Orissa

For S.Keshri & Co
Chartered Accountants

Sunil Kumar Keshri
Partner, M. No 057715

NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA
RECEIPT AND PAYMENT ACCOUNT FOR THE PERIOD 01-04-2011 TO 31-03-2012

RECEIPTS

Sl.No	PARTICULARS	AMOUNT IN (₹)	AMOUNT IN (₹)
1	OPENING BALANCE		157,743,186.93
	a) Cash-in-hand (Institute)	348.00	
	b) Bank Draft/Cheque-in hand	6,195.00	
	c) Bank Balance		
	i) In current Account (Institute)	84,963,410.00	
	ii) In savings a/c (Institute)	6,526,884.00	
	iii) Bank Balances (TEQIP-I CELL)	563,612.00	
	iv) Bank Balance (TEQIP - II CELL)		
	v) Bank Balances (SRICCE)	65,582,047.86	
	vi) Bank Balances (BOT)	100,690.07	
		157,743,186.93	
2	GRANT RECEIVED-(NON-PLAN)		1,400,000,000.00
	Central Govt (Non-Plan)	380,000,000.00	
3	GRANT RECEIVED -PLAN		
	a) Central Govt.	1,000,000,000.00	
	b) TEQIP - II	20,000,000.00	
		1,400,000,000.00	
4	EARMARKED/ENDOWMENT FUND		580,482,141.31
	(A) SRICCE		
	a) Grant	113,555,130.00	
	b) Interest/Fee & Overheads	41,445,003.00	
	c) Loan & Advance	8,400,251.00	
	d) Investments Fixed Deposits	25,000,000.00	
		188,400,384.00	
	(B) BOT		
	a) Contribution to Members Fund	38,505,135.00	
	b) Contribution to NPS	15,697,656.00	
	c) Advance Recovery from members	4,641,699.00	
	d) Receivables & Loans	13,653,021.16	
	e) Interest	36,754,435.31	
	f) Discount on Investments	66,000.00	
	g) Investments	282,514,424.84	
	h) TDS Refund	249,386.00	
		392,081,757.31	
	Sub- Total (A + B)	580,482,141.31	
5	INCOME FROM SALES/SERVICE		1,685,925.00
	Sale of application form	1,685,925.00	
		1,685,925.00	
6	INCOME FROM FEES/SUBSCRIPTION		108,030,327.00
	Fees	108,030,327.00	
		108,030,327.00	

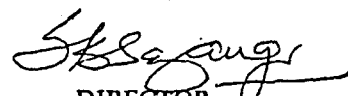
7	<u>INCOME FROM INVESTMENT</u>		20,927,589.00
	Rent	20,927,589.00	
8	<u>INCOME FROM ROYALTY/PUBLICATION</u>		
	From Publication		
		-	
9	<u>INTREST EARNED</u>		2,984,707.00
	a)Loans and Others	2,980,559.00	
	b) TEQIP- I CELL	4,148.00	
		2,984,707.00	
	<u>OTHER INCOME</u>		6,264,687.00
	a)Fees & Misc.Receipt	429,384.00	
	b)Others	169,276.00	
	c)Prior Period Income	5,632,371.00	
	d) TEQIP - I	33,656.00	
		6,264,687.00	
10	<u>INVESTMENT - OTHERS</u>		936,929,928.00
	a)Principal Matured	935,913,536.00	
	b)Intrest received on Investment	1,016,392.00	
		936,929,928.00	
11	<u>OTHER RECEIPTS</u>		601,933,434.00
	a)Advance Received	110,802,621.00	
	b)Statutory Liabilities	125,979,041.00	
	c)Security Deposit	63,082,318.00	
	d)Scholarship	10,230,905.00	
	e)Advance Receivable(Loans & Adv.)	247,434,739.00	
	f)Fellowship	4,564,200.00	
	g)Corpus Fund	39,680,700.00	
	h)TEQIP- I (Advance)	158,910.00	
		601,933,434.00	
	GRAND TOTAL		3,816,981,925.24



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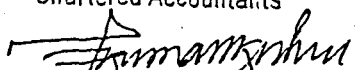


REGISTRAR
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Rourkela- 769008, Orissa



DIRECTOR
DIRECTOR
National Institute of Technology
Rourkela 769008, Orissa

For S.Keshri & Co
Chartered Accountants

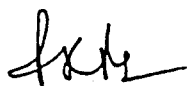

Sunil Kumar Keshri
Partner, M. No 057715

NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA
RECEIPT AND PAYMENT ACCOUNT FOR THE PERIOD 01-04-2011 TO 31-03-2012

PAYMENTS

Sl.No	PARTICULARS	AMOUNT IN (₹)	AMOUNT IN (₹)
1	EXPENSES		557,391,210.00
	a) Establishment Expenses	279,323,500.00	
	b) Other Administrative Expenses	175,487,805.00	
	c) Prior - Period Expenses	2,438,126.00	
	d) Retirement & Terminal Benefit	81,446,775.00	
	e) Staff Welfare	18,021,870.00	
	f) Grants to clubs & other societies	5,000.00	
	g) TEQIP- I (Revenue Expenses)	257,206.00	
	h) TEQIP- I I (Revenue Expenses)	410,928.00	
		557,391,210.00	
2	ENDOWMENT / EARMARKED FUND		519,560,455.86
	(A) SRICCE		
	i) Capital Expenditure	24,344,833.00	
	ii) Revenue Expenditure	69,496,045.00	
	iii) Loan & Advances	7,773,601.00	
	iv) Refund to Sponsor	759,823.00	
	v) Investments Fixed Deposits	27,000,000.00	
		129,374,302.00	
	(B) BOT		
	i) Revenue Expenditure	107,771.91	
	ii) Refund to Contributors	41,572,192.00	
	iii) CRA -NSDL	15,133,964.00	
	ii) Loan & Advances	13,653,021.16	
	v) Investments	319,063,439.63	
	vi) Current Liabilities	14,000.00	
	vii) TDS Deductions	641,765.16	
		390,186,153.86	
	Sub- Total (A + B)	519,560,455.86	
3	FIXED ASSETS		690,235,861.00
	a) Purchased & Capitalised	100,571,014.00	
	b) Capital Work in Progress	589,664,847.00	
		690,235,861.00	

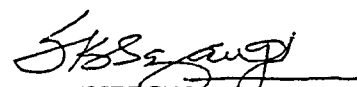
4	OTHER PAYMENTS		1,837,617,294.00
	a) Advance Received	94,577,751.00	
	b) Statutory Liabilities	122,389,687.00	
	c) Security Deposites	36,704,773.00	
	d) Liability for Exp.	38,951,818.00	
	e) Provisions paid	7,254,250.00	
	f) Scholarship	9,372,793.00	
	g) Fellowship	3,520,623.00	
	h) Loans & Advances	209,114,015.00	
	i) Security Receivable	340,940.00	
	j) Investment	1,240,500,000.00	
	k) Sundry creditors paid	74,372,085.00	
	l) Endowment fund (Inst.)	2,623.00	
	m) Endowment fund (Inst.) Interest	34,219.00	
	n) TEQIP - I (Advance / EMD/ Liabilities)	431,717.00	
	o) TEQIP-II(Advance)	50,000.00	
		1,837,617,294.00	
5	CLOSING BALANCE		212,177,104.38
	Institute		
	a) Cash-in-hand	20.00	
	b) Bank Draft/ Cheques in hand	-	
	c) Current a/c	63,627,536.00	
	d) Savings a/c	2,334,650.00	
		65,962,206.00	
	TEQIP - I CELL		
	i) Canara Bank (SB A/c)	70,297.00	
	ii) SBI NIT(C/ A)	1,106.00	
		71,403.00	
	TEQIP - II CELL		
	SBI - NIT C/A	19,539,072.00	
		19,539,072.00	
	SRICCE		
	SBI NIT Branch (SB A/c)	124,608,129.86	
		124,608,129.86	
	BOARD OF TRUSTEE (CPF/ GPF/ NPS)		
	SBI NIT & Others	1,996,293.52	
		212,177,104.38	
	GRAND TOTAL		3,816,981,925.24



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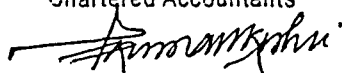


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For S.Keshri & Co.
Chartered Accountants


Sunil Kumar Keshri
Partner, M. No 057715

National Institute of Technology Rourkela

MINUTES

18th Meeting of Finance Committee



DATE : 16th March, 2012 (Friday)
Time : 12.00 Noon.
Venue : Conference Hall.
Hotel Swasti Premium, Bhubaneswar.



राष्ट्रीय प्रौद्योगिकी संस्थान, राउरकेला
National Institute of Technology, Rourkela

MINUTES OF THE 18TH MEETING OF THE FINANCE COMMITTEE, NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA HELD AT 12.00 NOON ON 16.03.2012 (FRIDAY) IN THE CONFERENCE OF HALL, HOTEL SWASTI PREMIUM, BHUBANESWAR.

Members Present:

- | | | | |
|----|--|-----|---------------------------|
| 1. | Sri B. S. Sudhir Chandra
Director (Project & Planning) &
Chairman, BOG, NIT, Rourkela,
Bangalore Metro Rail Corporation Ltd
3rd Floor, BMTC Complex
K.H.Road, Shanthinagar, Bangalore. | ... | Chairman |
| 2. | Prof. Sunil Kr Sarangi
Director
National Institute of Technology
Rourkela -769 008 (Odisha). | ... | Member |
| 3. | Shri R. D. Sahay,
Joint Secretary
MHRD, Government of India
Dept. of Higher Education
Shastri Bhawan, New Delhi. | ... | Joint Secretary, MHRD |
| 4. | Shri Satpal Sharma,
Dy. Finance Advisor, MHRD, Government of India
Dept. of Higher Education
Shastri Bhawan, New Delhi. | ... | Representative of AS & FA |
| 5. | Prof. (Ms.) Rintu Banerjee
Professor, Agriculture & Food Engineering
IIT, Kharagpur. | ... | Member |
| 6. | Prof. R. K. Patel,
Associate Prof., Department of Chemistry,
N.I.T., Rourkela. | ... | Member |
| 7. | Er. S. K. Upadhyay,
Registrar
N.I.T., Rourkela. | ... | Member Secretary |

F.C-18 (2012)-01: *Welcome to the members by the Chairman.*

Chairman welcomed all the members to the meeting including the new member Prof. R.K. Patel.

The FC recorded its appreciation of services of outgoing member Prof. S. K.Patel.

F.C-18 (2012)-02: *Confirmation of the minutes of the 17th Meeting of the Finance Committee held on 02.12.2011 at Bhubaneswar.*

The minutes of the 17th Meeting of the FC were sent to the members vide letter NITR/RG/2011/531, dt:19.12.2011.

The Secretary reported that no comments have been received from any member.

The FC discussed the recording and confirmed the minutes. The committee, however, decided that in future, the minutes of the previous meeting will be made available on the table for discussion before confirmation of the minutes.

F.C-18 (2012)-03: *To report on the Action Taken on the minutes of 17th meeting of the Finance Committee held on 02.12.2011 at Bhubaneswar.*

The report on the action taken on the decisions made in the 17th Meeting of the Finance Committee held on 02.12.2011 is presented for FC's consideration.

One suggestion has been received from Prof.(Mrs.) Seemita Mohanty, Head, Department of Humanities and Social Science where she has suggested that the name of the 'Technology Club' should be changed to more prosaic "Faculty Club".

The FC noted the above but decided to retain the name "Technology Club".

[Annexure- A1, Pg. 10 -13]

F.C-18(2012)-04: *Proposal for Honorarium for the Secretarial service at Chairman, BOG Office.*

For regular secretarial service and other miscellaneous work at Chairman, BOG Office, the assistance is taken from part time Assistant who is a temporary worker at Bangalore, Metro Railway Office. In addition to that there are other requirements such as stationery and office equipments purchase (staplers, perforators, etc) and miscellaneous works.

It was proposed that an honorarium of Rs.1000/- per month be given to the Assistant and an imprest money of Rs.10,000/- be maintained at Chairman, BOG Office to meet the daily expenses.

The FC noted that the word "Honorarium" should be used only to describe one time payments, not for a payment that is given on regular basis. It, however, approved the proposal for an expenditure of @Rs.1000 per month towards secretarial services in the office of the chairman (w.e.f. March 01, 2011, the date the present chairman assumed office) in addition to other sundry expenses such as stationery, computer consumables, postage etc. An imprest account of Rs.5000 would be maintained to meet these expenses.

F.C-18(2012)-05: Travel grant to research students for presenting papers in conferences abroad.

In order to improve knowledge, confidence and exposure of research students, all major technology institutes in India are supporting travel of research students to present papers in reputed overseas conferences. NIT Rourkela is not doing it as a matter of REC legacy, not because of any higher law against it.

It was proposed to introduce a scheme for supporting research students to travel abroad to present papers.

1. The support will be made available only to full time research students residing in hostels.
2. There will be no discrimination on the basis of source of his income – institute fellowship, project, sponsored, QIP or any other category.
3. The student must complete at least 18 months of study before the date of conference and the paper must be a result of his work carried out at NIT,Rourkela.
4. The travel grant must be availed before submission of synopsis.
5. A student may receive support to overseas travel from the Institute only once in his career as a Ph.D. student. This will cover all institutional sources including special projects (e.g. TEQIP), exchange programmes (e.g. Erasmus Mundus fellowship) and conference travel grants. If a student has availed a higher grant in the past, he will be ineligible from a conference travel grant; but the reverse will not be true.
6. Students are at liberty to avail multiple support from non-institutional initiative e.g. supervisor's sponsored R & D projects, grants from external agencies or alumni sources either before, after or during the travel requested.
7. The travel support shall include internal and local travel, per diem, visa expenses, registration fee and essential miscellaneous expenses, subject to a limit of Rs.100,000/- for visit to North America and Rs.60,000/- to other destination. Preference will be given to applicants who have arranged at least 1/3rd of the total cost from other sources, including research projects. Personal money, of any type will not be counted for this purpose. Cash advance may be issued to students against a personal bond signed by him on Rs.20 non judicial stamp paper.

8. On return from the conference, the student will make a presentation in his department. Conference proceedings will be the property of the Department Library.

The budget allocation under this head should be Rs.0.50 crore per year. The faculty feels that the return on investment under such a scheme in terms of enhancement in quality of research will be very high.

The FC approved the proposal with the following changes:

1. There shall be 20 such travel grants in an academic year [July 01 to June 30]. Depending on the experience, the number will be reviewed towards the end of AY 2012-13. The first day of the conference will be taken as crucial date for deciding academic year.
2. The budget allocation shall be Rs 0.2 crore per year.

F.C-18(2012)-06: Proposal for payment of Over-time Allowance to Vehicle Staff

At present, the institute has 2 permanent Drivers who drive two vehicles hired on lease regularly and the institute owned bus occasionally. Besides, there are two other leased vehicles; one earmarked for use of Director and the other as a medical vehicle.

Owing to the dynamic nature of requirement of vehicles, the vehicle staff are often called for duty and/or retained on duty beyond the normal working hours. For the over-time duty they are currently being paid @ ~~Rs.50/-~~ **Rs.50/- per hour subject to a maximum of ` 1650/- in a month.** The Drivers have been expressing their discontent for this meager compensation for their stretched working hours and duty at odd hours of night.

This involves a lot of record keeping and manpower requirement. In order to overcome such problems it is proposed that each driver may be paid Rs.3000 PM as honorarium for official duty done during odd hours on certification from AR (TS) and Registrar.

The FC did not approve the proposal but advised the administration to look for alternative ways of compensating the drivers against additional and odd-time services without incurring excessive administrative cost.

F.C-18(2012)-07: Policy on Corpus/ Endowment Fund:

As per the format given by MHRD, Govt. of India, the institute has got scope to park its development fund incomes either under the head of Corpus / Capital Fund or under the head of Earmarked / Endowment Funds in the Liability side of Balance Sheet. Presently, the institute is putting some of such incomes in the current liability expecting any payments out of that fund, some part under endowment fund and some part in income of the institute. In the Corpus / Capital Fund head, the institute only maintains the accumulated balance position of Plan Grants received from Government after adjustment of Surplus / Deficit of Income & Expenditure A/c. The earlier resolution of FC / BOG advised the institute to put the development fee incomes in the Corpus Fund head of the Balance Sheet. But the institute has kept those funds in the Earmarked / Endowment Fund especially with an intension to maintain more clarity of its capital fund.

Considering the above, it is requested to allow the institute to transfer the following incomes of the institute as development fund incomes and be kept under the head of Earmarked / Endowment Fund in the liability side of its Balance Sheet.

01. Institute Development Fees collected from the newly joined students every year.
02. Interest generated out of that fund of investments.
03. Funds transferred from SRICCE Fund A/c.
04. Fees collected such as Misc. Fees, Transcript Fees, Thesis Processing Fees, etc.
05. Other Fees collected from each student every year (Exam, Library, etc.)
06. Fines collected from students due to late registration, Library fines, vehicle parking fines, etc.
07. Interest on Security Deposit Investments.
08. Interest on Caution Money Deposits Investments.
09. Un-claimed Caution Money.
10. Forfeited portion of fees collected from students due to cancellation of admission.
11. LD Charges collected from vendors / contractors at the end of the each year.
12. Un-disbursed part of Summer Course Fee.
13. Any other un-estimated unutilized incomes of the institute, except plan and non-plan grants and tuition fees.

The FC approved the proposal.

F.C-18(2012)-08: Policy on Fixed Asset.

The issue of creation and maintenance of a Central asset Register as per the format prescribed in the GFR, 2005 is being emphasized by the Govt. auditors in their Audit Reports and the issue was also discussed during review of the last Audit Report.

Since there is no clear-cut guideline as to an inclusive definition of "FIXED ASSET" either in the GFR 2005 or any other source known to us, it was decided to frame a pragmatic policy on the matter and follow the same after due approval by the FC and BOG.

While preparing the draft policy, the following have been the considerations:

- a) If small items are classified as assets, the staff will more likely keep them under lock and key, effectively denying access to the students, and thus totally wasting the money.
- b) If small items are individually included in the asset register, the administrative cost of keeping track of them may offset the cost of the material itself.
- c) If, to counter difficulties under (a) and (b) above, items of moderate cost are kept out of the asset register, losses by damage, theft or pilferage will not come to attention of authorities, leading to loss to the Institute.

The definition of "ASSET", therefore, must be a pragmatic compromise between the two extremes.

The following draft policy is put up for consideration of the FC and BOG.

1. GENERAL DEFINITION:

- a) Assets will be classified under 3 broad heads:
- i) Immoveable Assets (IA) – buildings, roads, lawns, play grounds, water supply including pumps, motors and switches, electric network including transformers and switchyards, ICT network, including renovation and extension.
 - ii) Movable Assets (MA) – furniture, cutlery, crockery, kitchen utensils, small laboratory instruments and equipment.
 - iii) Single Assets (SA) - High value single items that retain their shape, size and other physical characteristics over a long period
- b) Movable and single assets that are anchored to buildings, augment the function of the building and are not expected to move out will be counted as part of the building itself (e.g. ceiling fans, Air Conditioners) whether made during construction of building or added on a later date.
- c) Movable goods that are employed in large numbers and do not constitute a part of the building will fall into the category "Movable Assets". Furniture, crockery, cutlery, kitchen utensils, small laboratory instruments (e.g. vernier, callipers, electronic multi meters etc.) fall into this category. These stores are not to be individually tagged nor counted routinely.
- d) Any single item of gross value (inclusive of all taxes, duties, charges, etc.) equal to or more than Rs.50,000/- and which does not lose/ change its normal physical properties (such as shape, volume, etc.) to a significant extent on use over a few years will be classified as "Single Asset".
- e) Any single item of gross value (inclusive of all taxes, duties, charges, etc.) less than Rs.50,000/- but more than Rs.15,000/- and has a sizable volume (say 0.2 m³) or mass (say 100 kg) (e.g. refrigerator, machinery) and does not lose/change its normal physical properties (such as shape, volume, etc.) to a significant extent on use over a few years will be classified as "single asset".
- f. Any expense of gross value (inclusive of all taxes, duties, charges, etc.) equal to or more than Rs.50,000/- and which creates an asset of above nature and/or increases the life span or value of any asset of above nature will be counted as asset of relevant type to the extent of such expense.
- g. Items individually costing less than Rs.15,000/- each but purchased in large numbers, e.g. ceiling fans, small furniture, crockery and cutlery in hostels, black boards etc., multimeters, small instruments for UG Laboratory use etc. will be considered as fixed or movable assets when procured for Rs.50,000/- or higher against a single purchase order.

2. SPECIFIC INCLUSIONS:

- a. Computers, Laptops, tablet PCs, printers, scanner or other peripherals costing more than Rs.15,000/- each.
- b. Xerox Machines costing more than Rs.15,000/- each.
- c. Computer software (one time or perpetual license only) costing more than Rs.15,000/-
- d. Refrigerators, air-conditioners.
- e. Gold, platinum, radioactive materials.
- f. Any other item specified by Director from time to time.

3. SPECIFIC EXCLUSIONS

- a. Items purchased for presentation as Memento/Prize/Award (e.g. Convocation Medals),
- b. Furniture, Kitchen/Decorative/Furnishing items of value less than 5,000/- per piece,
- c. Any single items costing less than Rs.15,000/- unless specifically approved to declared as asset.
- d. Any other item to be specified by Director from time to time

6. ACCOUNTING OF ASSETS

1. IA (Immovable Assets)
Only during assessment of buildings to be estimated.
2. MA (Movable Assets)
To be estimated once every five years.
3. SA (Single Assets)
Every year to be individually tagged.

The FC advised the administration to find norms from other Institutions and put the revised proposal in the next meeting in line with GFR 2005.

F.C-18(2012)-10:

1) Endowment Fund for National Institute of Technology, Rourkela by Swami Sibananda Foundation.

During 34th Odisha Divine Life Society Spiritual Conference and 7th State Level Youth Camp were held at Rourkela during 29th Dec. 2011 to 1st Jan. 2012. Swami Sivananda Foundation, Haridwar, India was considering NIT, Rourkela for donation towards endowment fund for student scholarship. It was informed that Swami Sivananda Foundation have expressed willingness to donate for endowment found towards scholarship of one student (1 student each in 4 years of B. Tech programme). A suitable proposal will be sent by the Institute and the modalities will finalized after discussion with them.

The FC approved the proposal.

2) Donation by Sri Pramod Kumar Jain 1974 batch Alumnus:

The Institute has received a donation of Rs3.0 lakh from Sri Pramod Kumar Jain, 1974 batch alumnus (B.Sc. Engg.), Mechanical Engg. for giving an award to an outgoing student. Sri Jain has expressed his desire to name it "Mrs. Santa Jain Prize for the best product oriented

project of the year" in honour of his wife. This is the first major contribution from an individual alumnus. The BOG is requested to accept the donation and to install the prize. The Senate may be authorized to work out the rules of the award. The funds have been deposited on the account of 'NIT Rourkela Alumni Fund' at SBI.

FC approved the proposal and advised the administration to come up with a detailed pragmatic proposal on the norms to be adopted for accepting donations from individuals and firms including alumni.

F.C-17(2011)-11: *Proposal to allow Agent charges for booking of Air and Rail tickets on official duty.*

Employees sent for official duty may be allowed Agent Charges on Air and Railway tickets.

FC approved the proposal in accordance with the norms followed by Govt. Agencies such as Ashoka Travels and M/s Balmer Lawrie Ltd.

F.C-18 (2012)-12 *Any other item with the permission of the Chair.*

1) *Proposal for enhancement of SAC Fee.*

At. Present the expenditure on Student Activities Center (SAC) is about Rs.80 lakhs per annum. President SAC has given a proposal for enhancement of SAC budget from Rs.80,00,000/- lakhs to Rs.1,29,63,000/-. It was decided in the Deans and Heads of the meeting vide resolution No.HODM-101(2012)-07 dt.7.03.2012 to make about 10 hrs. of swimming lessons compulsory for all incoming undergraduates, and to enhance coaching facilities in several sports & games, as well as in fine arts, performing arts. Besides, SAC was advised to spend more effort towards growth of Indian cultural traditions in the campus. Therefore it was decided to increase the SAC fee from Rs.2000/- to 3000/- to meet the additional expenses. The budget proposal is given in the Annexure.

BOG vide resolution No.BOG-26(2011)-06 and FC vide resolution No.FC-15(2011)-09(1), dt17.06.11 had revised the fee structure as given in the Annexure.

The FC approved the proposal to increase the SAC fee from Rs.2000/- to Rs.3000/- w.e.f. the academic session 2012-13. Both the services as well as fees will be applicable to all students from Academic Year 2012-13. The FC directed that the additional SAC funds should be utilized for providing coaching and supervision to students in various sports including swimming (which should be compulsory in light of the avoidable drowning accidents taking place), and other outdoor sports for both boys and girls, and for coaching in performing arts, fine arts and promoting Indian cultural traditions among students.

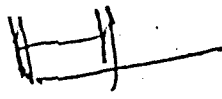
[Annexure- A2, Pg. 14 -12]

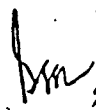
2) *Proposal for introduction of high value scholarships for research students :*

The FC noted that institutes like IIT Kharagpur and IIT Delhi, in order to attract very bright students as research scholars have provision for award of high value fellowships. The FC resolved to introduce the system of "High Value Scholarships" at NIT Rourkela with the following constraints.

- (a) Such fellowships shall normally carry a value of 150% of the standard institute fellowship for the category of student. If sponsors agree, higher amounts of fellowship may also be given.
 - (b) Such fellowships can only be given from externally funded research grants with consent of the sponsors. Faculty members may include high value fellowships in their proposals, or convert existing fellowships to high value with consent of the sponsors if not included in original proposal.
 - (c) With consent of sponsors, institute scholars, and scholars paid from other sources, may be given a top-up fellowship limited to 50% of the normal value from externally funded projects.
 - (d) No high value fellowship nor top up fellowship may be given from normal institute account.
- 3) The next meeting of the finance committee will be held in the month of June 2012 in consultation with Chairman, BOG.

The meeting ended with thanks to the Chair.


(S.K. Upadhyay)
Registrar and Secretary
Finance Committee, NIT., Rourkela

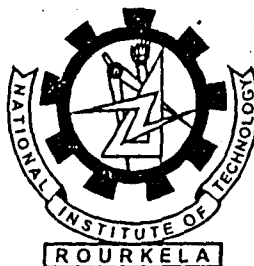
 21/05/12
(B. S. Sudhir Chandra)
Chairman
Finance Committee, NIT., Rourkela

*Agd with
minor
corrections
done*

National Institute of Technology Rourkela

MINUTES

19th Meeting of Finance Committee



DATE : 29th June, 2012 (Friday)
Time : 12.00 Noon.
Venue : Conference Hall.
Hotel the Crown, Bhubaneswar.



राष्ट्रीय प्रौद्योगिकी संस्थान, राउरकेला
National Institute of Technology, Rourkela

MINUTES OF THE 19TH MEETING OF THE FINANCE COMMITTEE, NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA HELD AT 12.00 NOON ON 29.06.2012 (FRIDAY) IN THE CONFERENCE HALL OF HOTEL "THE CROWN", BHUBANESWAR.

Members Present:

- | | | | |
|----|--|-----|----------------------------|
| 1. | Sri B. S. Sudhir Chandra
Director (Project & Planning) &
Chairman, BOG, NIT, Rourkela,
Bangalore Metro Rail Corporation Ltd.
3rd Floor, BMTC Complex
K.H.Road, Shanthinagar,
Bangalore - 560 027. | ... | Chairman |
| 2. | Prof. Sunil Kr Sarangi
Director
National Institute of Technology
Rourkela -769 008 (Odisha). | ... | Member |
| 3. | Shri R. D. Sahay,
Joint Secretary, MHRD
Dept. of Higher Education
MHRD, Government of India
Shastri Bhawan, New Delhi- 110 015. | ... | Member |
| 4. | Shri Satpal Sharma,
Dy. Financial Advisor,
Dept. of Higher Education
MHRD, Government of India
Shastri Bhawan, New Delhi- 110 015. | ... | Representative of FA, MHRD |
| 5. | Prof. (Ms.) Rintu Banerjee
Professor, Agriculture & Food Engineering
IIT, Kharagpur – 721 302. | ... | Member |
| 6. | Prof. R. K. Patel,
Associate Prof., Department of Chemistry,
National Institute of Technology
Rourkela -769 008 (Odisha). | ... | Member |
| 7. | Er. S. K. Upadhyay,
Registrar
National Institute of Technology
Rourkela -769 008 (Odisha). | ... | Member Secretary |

F.C-18 (2012)-01: *Welcome to the members by the Chairman.*

Chairman welcomed all the members to the meeting.

F.C-19 (2012)-02: *Confirmation of the minutes of the 18th Meeting of the Finance Committee held on 16.03.2012 at Bhubaneswar.*

The minutes of the 18th Meeting of the FC were sent to the members vide letter No.NITR/RG/BOG-28/531, 1dt: 19.12.2011. No comments have been received from any member.

The FC confirmed the minutes.

F.C-19 (2012)-03: *To report on the Action Taken on the minutes of 18th meeting of the Finance Committee held on 16.03.2012 at Bhubaneswar.*

The report on the action taken on the decisions made in the 18th Meeting of the Finance Committee held on 16.03.2012 were presented for FC's consideration.

The FC noted the above.

[Annexure- A1, Pg. 9 - 12]

F.C-19(2012)-04: *To approve the Statement of Accounts for the Financial year 2011-12.*

The Statement of Accounts for the financial year 2011-12 was enclosed in the Annexure for consideration of the FC.

The FC approved the Statement of Accounts for the financial year 2011-12. FC advised the administration to present the salient features of the Statement of Accounts in the next meeting of the FC.

[Annexure- A2 , Pg. 12(a) - 32]

F.C-19 (2012)-05: *Employees who were due to get their annual increment between February to June, 2006 may be granted one increment in the pre-revised scale.*

The Govt. of India, Minister of finance vide letter No.10/02/2011-E.III/a DT.19.03.2012, on further consideration and in exercise of the powers available under CCS (RP) Rules, 2008, the President is pleased to decide that in relaxation of stipulation under Rule 10 of these rules, those Central government employees who were due to get their annual increment between February to June during 2006 may be granted one increment on 1.1.2006 in pre-revised pay scale as a one time measure and thereafter will get the next increment in the revised pay structure on 1.7.2006 as per 10 of CCS (RP) Rules, 2008. Accordingly the pay fixation of the eligible employees will be taken up.

The FC approved the proposal.

[Annexure- A3 , Pg. 33]

F.C-19 (2012)-06: *Reimbursement of accommodation charges for Stay En-Route on Official Tour. on Official Tour.*

Faculty and officers usually need to stay in hotels or other places en-route when they take night trains to catch flights in the next morning for freshening up before getting into the flight and also in situations when there is substantial time gap between the connecting air and/or train while

travelling to far-off cities or aboard. Such expenses are not reimbursed by Institute as a matter of practice. As a result, in many instances, employees are choosing more expensive travel plans only to avoid such situations, which sometimes result in loss of more working days.

The matter of reimbursement of accommodation charges for stay en-route on official tour was under consideration for quite some time. After thorough examination of the relevant Govt. of India rules available with the institute, no rule forbidding reimbursement of such expenses could be found.

In view of the above situation and in consideration of the legitimacy of the expenses required to be incurred for stay en-route on official tour, the competent authority, for ensuring more economy and efficiency of operation, is now pleased to approve the following:-

- (1) When an officer needs to take rest en-route, expenses will be reimbursed as per entitlement of the person travelling.
- (2) However, to check misuse of this facility, the following restriction will be used.

In order to avail en-route accommodation facility, the break must be for at least 6 hours between connections during the day time, or 3 hours between 9.00 P.M. and 9.00 A.M. or in the morning hours if an employee needs to freshen up before the next day's business.

- (3) Taxi fares between railway station and/or airport to an appropriate hotel or other place of stay are also to be reimbursed as per entitlement.
- (4) In case of any difficulty in interpretation, the decision of the Director shall be final and binding.

To overcome the difficulty faced by the employees of the Institute, the above was provisionally implemented for travels to be undertaken w.e.f. 01/04/2012 following the decision taken by the Deans & Heads of the meeting vide resolution No.

The FC approved the proposal, post facto. It, however found no justification for implementing the proposal before approval by the BOG. The administration was advised to avoid such a situation in future.

[Annexure- A4 , Pg. 34]

F.C-19 (2012)-07: Proposal for Revision of License fee for Residential Accommodation.

BOG-23(2010)-05 dt.09.09.2010 approved the Revision of License fee for Residential Accommodation as per Govt. norms w.e.f. 01.09.2010. After renovation of the quarters the plinth area of some quarters are increased. Accordingly rate of license fee was proposed for residential accommodation as given in the following table as per the OM of the Govt. of India, Ministry of Urban Development vide letter No.18011/1/2009-Pol.III dt.28.04.2011 for Revision at Flat rates of License fee charges for Central Government Residential Accommodation throughout the Country.

SCHEDULE – 1**FLAT RATE OF LICENCE FEE**

Type of Houses	Sl. No. of Houses	No. of Houses	Attached Garage (Yes/No)	Plinth Area (M ²)	Existing License Fee (₹ / month)	Revised License Fee (₹ / month)
A	0 (zero)	1	Yes	Earmarked as Director's Residence Licence Fee is Exempted		
	1 to 12	12	Yes	193	1099	1550
	13	1	Yes	155	Earmarked as Registrar's Residence Licence Fee is Exempted	
	14 to 19	06	Yes	172	782	1320
FR	1 to 84	84	Yes	189	1099	1550
B	1 to 20	20	Yes	176	782	1320
	21 to 22	02	Yes	157	782	1100
C	1 to 14	14	Yes	179	782	1320
	15 to 30	16	Yes	170	782	1320
D	1 to 20	20	Yes	144	639	1100
FD	21 to 56	36	No	110	526	900
	57 to 64	08	No	83	371	525
BF	1 to 24	24	No	100	526	740
TF	1 to 18	18	No	77	371	525
FE	1 to 18	18	No	77	371	525
E	1 to 40	40	No	105	297	740
F	1 to 96	96	No	88	268	525
	97 to 108	12	No	77	185	525
G	1 to 115	115	No	62	144	380
Attached Garages	N/A	185	N/A	N/A	22	30
Special Car Parks	1 to 30	30	N/A	N/A	N/A	100

Note: License fee for new houses will be charged at the rate prescribed for similar type of residential accommodation by Directorate of Estates, Govt. of India.

On rationalization of boundaries of the academic campus, two 'G' type quarters near High School Building G-88 to G-89 will be inside the academic area. Therefore it is proposed to take the small building out of the residential quarters list and use for institutional purpose. Similarly Qr. No. D/65 falls within the premises of KMS Hall. It was proposed to merge the building with the hall for use as Wardens' Office and to house facilities for students.

SCHEDULE - 2

(See Clause # 4 of the House Allotment Rules)

Sl. No.	Cadre	Pay Band	GP/AGP	FR	A	B	C	D/FD	BF/TF
1	Faculty & Academic Staff	N/A	HAG Scale	√	√	√	√	√	√
2		4	10000	√	√	√	√	√	√
3			9000	√	√	√	√	√	√
4			8000	√	---	√	√	√	√
5		3	7000	√	---	---	√	√	√
6			6000	√	---	---	√	√	√
7	Officers	4	10000	√	√	√	√	√	√
8			8700	√	√	√	√	√	√
9		3	7600	√	---	√	√	√	√
10			6600	√	---	---	√	√	√
11			5400	√	---	---	√	√	√

Sl. No.	Cadre	Pay Band	GP	D	FD	E	FE	F	G
12	Technical & Administrative Higher Cadre	2	5400	√	√	√	√	---	---
13			4800	---	√	√	√	√	---
14			4600	---	---	√	√	√	---
15			4200	---	---	√	√	√	---
16	Technical & Administrative Lower Cadre	1 & 2	4600	---	---	√	√	√	---
17			4200	---	---	√	√	√	---
18			2800	---	---	---	---	√	---
19			2400	---	---	---	---	√	---
20			2000	---	---	---	---	√	√
21	Supporting Staff	1	2400	---	---	---	---	√	√
22			2000	---	---	---	---	---	√
23			1900	---	---	---	---	---	√
24			1800	---	---	---	---	---	√

Notes:-

1. The entitlement is based on cadre with GP/AGP, and not salary-based. If new cadres and/or PB and/or GP/AGP are introduced in future, the entitlement will be as per the highest PB and/or GP/AGP listed below the concerned PB and/or GP/AGP.
2. An employee enjoying a personal PB and GP/AGP will be entitled to housing corresponding to the cadre of the post held by him, and not to his present scale or salary.
3. When an employee is upgraded to a higher cadre, pay band and/or GP/AGP (under normal course of promotion, MACP or another rule) even with his old designation, he is entitled to accommodation corresponding to his new cadre, pay band and/or GP/AGP.

4. Accommodations allotted before promulgation of these rules will be honored till the allottee retires or vacates the allotted accommodation.

The F.C. approved the proposal w.e.f. 01.07.2012 and advised the administration to implement the order of the Govt. immediately in future with information to the FC/BOG.

[Annexure- A5 , Pg. 35-37]

F.C-19(2012)-08: Policy on Fixed Asset.

The FC vide resolution No. F.C-18(2012)-08:dt.16.03.2012 advised the administration to find norms from other Institutions and put the revised proposal in the next meeting in line with GFR 2005. M/s. Sarkar Gurumurthy & Associates (Chartered Accountants), Kolkata who is presently working as valuer for the Institute was engaged to prepare the proposal on Policy of Fixed Assets of the Institute considering Accounting Standard, Income tax Act and MHRD guide line. The copy of the draft policy on Fixed Asset is enclosed in the Annexure.

The FC approved the proposal subject to the condition that if any provision of the policy is in conflict with GFR-2005, the latter will prevail.

[Annexure- A6 , Pg.38 - 44]

F.C-19 (2012)-09: CCS (LTC) Rules, 1988-Relaxation for travel by Air to visit North Eastern Region.

- 1) The Govt. of India, Ministry of Personnel, Public Grievances & Pensions vide Order No.31011/4/2007-Estt. (A), dt.02.05.2008 & No. 31011/4/2007-Estt. (A), dt.30.04.2012 relaxation for LTC travel to visit North Eastern Region under CCS (LTC) Rules, 1988 as per the following scheme:

- i) Group A and B Central Government employees will be entitled to travel by Air from their place of posting or nearest airport to a city in the NER or nearest airport.
- ii) Other categories of employees will be entitled to travel by air to a city in the NER from Guwahati or Kolkata.
- iii) All Central Government employees will be allowed conversion of one block of Home Town LTC into LTC for destinations in NER.
- iv) This scheme shall be effective from 01.07.2012 to 30.04.2014.

- 2) **CCS (LTC) Rules, 1988-Relaxation for travel by Air to visit Jammu & Kashmir (J&K).**

The Finance Committee approved the implementation of the Government of India Order vide No.31011/2/2003-Estt. (A-IV), dt.15.06.2012 as per the following scheme:

- i) All Officers/Employees of Government of India will be allowed to avail LTC to visit Jammu & Kashmir (J&K) against conversion of one block of their Home Town LTC.
- ii) Officers/employees of Government of India entitled to travel by air can avail this LTC in their entitled class.
- iii) All the employees of NIT, Rourkela can travel by air in economy class from Delhi and Amritsar to any place in Jammu & Kashmir (J & K) by any airlines subject to their

entitlement being limited to LTC-80 fares of Air India. Journey up to Delhi / Amritsar will have to be undertaken as per their entitlement.

- iv) Restriction of air travel only by Air India on LTC to other places shall continue to remain in force.
- v) This scheme shall be effective from 01.07.2012 to 17.06.2014.

The FC approved both the proposal.

[Annexure- A7, Pg.45 - 47(a)]

F.C-19 (2012)-10: GROUP SAVINGS LINKED INSURANCE POLICY FOR EMPLOYEES.

On the recommendation of the Finance Committee vide Resolution No. F.C-17(2011)-06, dt.02.12.2011, Board vide resolution BOG-29(2012)-05: dt.16.03.2012 had approved the proposal for compulsory Group Savings Linked (Life) Insurance Scheme for all the employees of the institute.

Based on the brief study of certain providers of such schemes and their schemes, it is found that Life Insurance Corporation of India (LIC) is the oldest and largest player in this sector and is fully owned by Govt. of India. Further, most of the corporate, PSUs and banks are covered by LIC. In view of the same, it is proposed to buy their Group Savings Linked (Life) Insurance Scheme as outlined below:-

1. Coverage and Premium.

Group	Category of Employees	Basic Coverage	Accidental Coverage	Premium per Employee per month	Savings Premium	Risk Coverage Premium
1	PB-4, HAG & Director	500000	500000	531.25	325.00	206.25
2	GP – 5400 to AGP – 8000	400000	400000	425.00	260.00	165.00
3	GP – 2000 to GP – 4800	300000	300000	318.75	195.00	123.75
4	GP < 2000	125000	125000	132.82	81.25	51.57

2. Enrolment.

Enrolment will be mandatory. All existing employees will be covered from the date of commencement of the policy and future employees will be covered from their date of joining the institute.

3. Benefits'.

a. Terminal Benefits:- (Payable on Retirement or Resignation or Removal from Service)

Savings Premium along with accumulated Interest there on.

b. Death Benefits:- (Payable on Death - Natural/Accidental)

Basic Sum Assured (Natural Death) or Basic+Additional Sum Assured (Accidental Death) plus Savings Premium along with accumulated Interest there on

(Note – Average rate of interest on Savings Premium is 8% at present).

4. Renewal.

The scheme will be renewed every year w.e.f 1st April.

5. Standard Terms.

All the standard terms and conditions of the Group Savings Linked (Life) Insurance Scheme of Life Insurance Corporation of India (LIC) will be applicable.

The FC approved the proposal to implement the insurance scheme for all regular staff including those on contract against regular posts as a mandatory requirement.

F.C-19 (2012)-11: Any other item with the permission of the Chair.

1) Revision of Interest Rate for GPF / CPF Account Holders:

As per the notifications issued by Ministry of Finance, Govt. of India the rate of interest for payment to GPF & CPF subscribers have been revised from 8% to 8.60% (with effect from 01.12.2011) and again to 8.80% (with effect from 01.04.12). Further it has been clarified that, for payment of the above interest can only be made if the return of these funds are sufficient to meet the same. No grant-in-aid fund amount received from ministry can be used for payment of these interests.

The earnings of Board of Trustee (GPF/CPF) of the institute are sufficient to meet the additional liability of interest. Therefore, if approval is extended, the interest on the GPF/CPF A/c can be paid at the revised rate w.e.f. 01.12.2011 and 01.04.12 in parity with the above notifications.

The FC approved the proposal subject to the condition that the Institute will not be held responsible for any shortfall in the BOT account in future.

[Annexure- A8, Pg.No.48 - 50]

2) The reply to SAR of the year 2010-11 given by The Accountant General (CA), Orissa are put up herewith for information / approval the Finance Committee.

The FC approved the proposal.

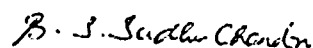
[Annexure- A9, Pg. No.51 - 73]

3) The next meeting of the finance committee will be held in the month of September, 2012 in consultation with Chairman, BOG.

The meeting ended with thanks to the Chair.



(S.K. Upadhyay)
Registrar and Secretary
Finance Committee, NIT., Rourkela



(B. S. Sudhir Chandra)
Chairman
Finance Committee, NIT., Rourkela



**National Institute of Technology
Rourkela – 769 008 (Orissa)**

**Sub: Selection of Non-faculty (officers) positions from 30th April – 3rd May, 2012
Consolidated Recommendations of the Selection Committee**

The following candidates are recommended for selection in Non-faculty (officer) positions in various departments listed below:

Dept.	Positions	Recommendation of candidates of Selection Committee		
		Name of the candidate	Initial basic pay recommended	Note
Admn.	Medical Officer	Dr. Amit Raja Panigrahi	Minimum of scale	Recommended for appointment -In panel-*
		Dr. D. K. Sa (OBC)	Minimum of scale	
		Dr.(Ms.) A. Debata	Minimum of scale	
	Asst. Registrar	1. Sri Gautam Ramani	Beginning of scale	Recommended for appointment -In panel-*
		2. Sri Sudin B. Babu	Beginning of scale	
		3. Sri K. K. Sahoo (OBC)	Beginning of scale	
		4. Sri M. N. Anand Babu(SC)	Beginning of scale	
		5. Ms. Purbasha Bose	Beginning of scale	
		6. Sri N. Shivanand (OBC)	Beginning of scale	
		7. Sri L. Manoj (SC)	Beginning of scale	
Office Auto. Cell	Scientific Officer (Software Dev)	1. Sri Brajendra K. Behera(SC)	Beginning of scale	Recommended for appointment -In panel-*
		2. Sri Chinmoy Kar	Beginning of scale	
		3. Sri S. K. Jena	Beginning of scale	
Civil Maint.	Engineer (Civil)	1. Sri Himanshu Satapathy	Beginning of scale	Recommended for appointment -In panel -*
		2. Mrs. Arunima Dutta	Beginning of scale	
		3. Sri J. N. Gouda (OBC)	Beginning of scale	

* The panel will be valid for one year. The candidates in the panel will be considered as and when the vacancy arises. Appointment letters will be issued at the discretion of BOG, in sequence, against vacancy in the respective reservation category.

SBS Gangi
Director
*Approved & my best up to for
B. S. S. Chandra reactivation
7/5/12*

NOTE SHEETDepartment: Registrar's Office

Office

No.: NITRKL/RG/2012/241

Date: 30.5.12

Subject: Recruitment for the post of T.A, Technicians & Lab. Asst.DirectorSub: Recruitment for the post of Technical Assistant, Laboratory Assistant and Technician.

The Selection Committee recommended the following names for appointment for the post of Technical Assistant, Technician and Laboratory Assistant in the test and interview held during 03.5.2012 to 05.05.2012.

Technical Assistant:				
Sl. No.	Name	Category	Branch	Remarks
1.	Mr. Parmannanda Pandit	OBC	CE	Recommended for appointment
2.	Mr. Nagmani	OBC	ME	Recommended for appointment
3.	M. Arindam Pal	OBC	ME	Recommended for appointment
4.	Mr. Mahesh Kr. Sahoo	OBC	EC	Recommended for appointment
5.	Mr. Radharaman Nayak	OBC	EC	Recommended for appointment
6.	Mr. Bikram Kr. Sahoo	OBC	CS	Recommended for appointment
7.	Mr. Anup Prasad Sahu	OBC	ME	Recommended for the panel
Technician:				
1.	Mr. Sriman Satyabrata Dhal	GEN.	EE	Recommended for appointment
2.	Mr. K. Abh Ranjan	GEN.	EE	Recommended for appointment
3.	Mr. Anup Prasad Sahoo	OBC	ME	Recommended for appointment
4.	Mr. Abhaya Kr. Mohanta	OBC	ME	Recommended for appointment
5.	Mr. Manisha Patra	GEN.	EE	Recommended for the panel
6.	Mr. Ghanashyam Ojha	GEN.	ME	Recommended for the panel
7.	Mr. Sanjay Kr. Nayak	SC	ME	Recommended for the panel
Laboratory Assistant:				
1.	Ms. Smita Mohanta	GEN	PH	Recommended for appointment

Director may kindly approve for issue of appointment letters for the following :

- A) Technical Assistant ... Sl. No. 1 to 5
 B) Technician ... Sl. No. 1 to 4
 C) Lab. Assistant ... Sl. No.1.

The panel will be valid for one year from the date of approval.

In the meantime some more vacancies have arisen due to retirement of employees. The same may be filled up from the panel after approval by BOG.

REGISTRAR

I agree.

SKS Gangi
2012-05-30. 62

AR(E).

for me. P. H. M.

AR (E)

23/3/12

No.F.33 - 7 / 2011 - TS.III
 Government of India
 Ministry of Human Resources Development
 Department of Higher Education

Shastri Bhawan, New Delhi,
 dated, the 14th March, 2012

To

The Directors
of all the National Institutes of Technology (NITs)

Subject: Promotion of faculty members of NITs under the Career Advancement Scheme (CAS) – Issue of necessary guidelines thereof – regarding.

Sir / Madam,

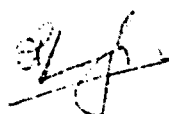
I am directed to refer to the various communications issued by this Ministry on the rules and regulations for promotion under Career Advancement Scheme (CAS) for faculty members of the National Institutes of Technology (NITs). The Ministry has received a number of representations from the faculty members of the NITs on the implementation of CAS. The issue had also been discussed in meetings of the Board of Governors (BoGs) of NITs, wherein concerns have been expressed.

2. In order to resolve the issue, a Committee (under the Chairmanship of Prof. Sunil Kr. Sarangi, Director, NIT-Rourkela) was constituted for removal of pay anomalies. The report submitted by this Committee was examined in the Ministry. It was felt that the instant issue was intricately linked with the Recruitment Rules for faculty posts.

3. In order to approach the instant issue from a holistic perspective and in the backdrop of a need for Recruitment Rules, it was considered necessary to examine these two issues afresh. Accordingly, a Special Committee was set up under the Chairmanship of Prof. Sarangi, Director, NIT – Rourkela vide this Ministry's order F.No.24-1/2010-TS.III dated 27.07.2011 and 23.08.2011. The Sarangi Committee after detailed examination of the aforesaid issues submitted its report to Standing Committee of the Council of NITs in its meeting held on 15.11.2011 under the Chairmanship of Dr. R.A. Mashelkar. The Council of NITs in its 3rd meeting held on 18.11.2011 resolved to accept the recommendations of the Sarangi Committee for implementation of CAS & Recruitment Rules of faculty in NITs, as modified by the Standing Committee.

4. Subsequent to the resolution of the NIT Council, representations have been received in the Ministry from several NITs regarding the decisions taken for removal of anomalies, faculty promotions, condition of service, etc. These representations have since been examined in the Ministry in consultation with certain Chairpersons of the BoGs and Directors of NITs. After due deliberations, the following general and specific guidelines are prescribed:

- a. Career Advancement Scheme (CAS) is an integral part of a rigid staff structure where the number of posts at any given level is limited. Such a scheme provides an avenue through which a qualified employee climbs to the higher rung of the career ladder, even if there is no vacancy. It, however, will not be treated as mere formality as the purpose of the scheme was for development of merit and not eligibility based promotions.
- b. For a faculty member to gain advancement under CAS, he or she must satisfy the approved criteria under three broad heads: (i) a critical number of years in the lower level or designation and/or AGP, (ii) cumulative academic performance during the service period at the current level in terms of teaching and research output as well as sharing institutional responsibility, and (iii) proficiency and knowledge in one's chosen field of research and teaching. Superior record in all these three fronts qualifies a faculty member for advancement to a higher level.
- c. CAS has been in operation in Institutions under guidelines provided by AICTE and UGC. It is clarified that those norms and procedures are not applicable to NITs. CAS in NITs will be governed by guidelines and regulations defined by the Ministry of HRD and the Council of NITs.
- d. The Directors will be assisted by an in-house Advisory Committee on Faculty Recruitment (ACoFAR). Necessary details of this Committee are provided in the Recruitment Rules for faculty positions.
- e. Any distinction between faculty recruited against vacant positions and those promoted under CAS will be abolished completely. It is clarified emphatically that unlike the UGC system, there is no distinction in qualification or achievement between internal and external candidates while assessing their suitability for higher post as in the practice prevalent in the IIT system.
- f. All recommendations of the Selection Committee shall take effect only from the date of approval of the recommendations by the Board or any later date as decided by the Board. There shall be no retrospective implementation of recommendations in any case (either financial or notional).
- g. The constitution of the Selection Committee, the procedure and criteria of selection shall be same for internal and external candidates. There shall not be a separate or special interview for CAS selection; interviews should be conducted along with candidates for direct recruitment against vacancies, if any.
- h. All Professors irrespective of the mode of selection should start at the basic pay of Rs.43,000/- and AGP of Rs.10,000/- on or after 01.01.2006.
- i. When a vacancy occurs in the higher posts and there are serving faculty members with corresponding designation under CAS, they must be adjusted as per the respective seniority list before fresh advertisements are published. For a faculty member, there should be no distinction drawn between a CAS post or an direct selection post. Reservation principles for categories specified (viz. SC / ST / OBC) should be honoured.



- j. Under special circumstances, if an Institute is looking for new faculty at Professor or Associate Professor level with expertise not available within the Institute, the Board of Governors (on recommendations of the ACoFAR) can earmark a vacant position exclusively for external recruitment.
- k. ✓ Any promotion or enhancement of Pay Band or Grade Pay, already implemented by the Institute should be got reviewed / examined by the Board by a duly constituted Selection Committee immediately. Any increment paid over the beginning of the scale of Associate Professor to those Assistant Professors who did not complete 3 years, is to be recovered from future pay.
- l. The orders issued by the Ministry following the 6th Central Pay Commission provides minimum number of years of service to go to a higher AGP or a higher designation, e.g. 3 years from AGP Rs.6,000/- to Rs.7,000/- or from AGP Rs.7,000/- to AGP Rs.8,000/- etc. These are to be implemented only through the formal selection process. A formal Selection Committee (as per the NIT Act, 2007 and the Statutes of NITs) must examine the candidature and ensure that an enhancement is recommended on the strength of academic contribution expected of a faculty member of an Institution of National Importance.
- m. The minimum duration prescribed by the Pay Commission for eligibility to move to higher AGPs are applicable only to performing faculty delivering quality academic output. A faculty member, apart from satisfying the minimum duration requirement, must meet academic and related standards set out in Recruitment Rules before being considered by the Selection Committee. Actual selection will depend on academic (research, teaching, writing and academic administration) performance.
- n. The eligibility criteria (number of years in lower AGP) should be seen as necessary but not sufficient condition for upgradation of AGP or change of designation. Any upgradation can be done only on recommendation of a duly constituted Selection Committee after formal interview. The process for AGP upgradation should be as serious and dignified as that for change of designation. A candidate must convince the Selection Committee that he or she engaged in scholastic pursuits (teaching, research and management) to deserve an upgradation after his / her last advancement.
- o. Existing faculty members without Ph.D. degree must direct (at least 50% of their time during semester days) and during vacations and holidays towards completing their Ph.D. A faculty member without Ph.D. will not earn any enhancement of AGP, unless he acquires a Ph.D. degree. The Directors of NITs may ensure that such faculty members are reasonably free from non academic duties to ensure that their Ph.D. gets completed before they are considered for enhanced AGP. A concerted effort must be made to make all faculty members of all NITs obtain Ph.D. degrees.
- p. In case of upgradation of AGP of Professors to HAG scale, personal interview shall be dispensed with. The Selection Committees constituted as per the Statutes for the selection of Faculty, shall make their recommendations on



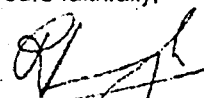
the strength of published work, patents, sponsored projects, consultancy, continuing and distance education, Ph.D. guidance and contribution to the administration of the Institute, including service in other comparable institutions if on sanctioned leave, etc. as submitted by the candidates.

- q. All Institutes shall strive to conduct annual selection processes regularly. In case of Institutes that have not conducted CAS interviews for 3 years or more, Selection Committees may, as a onetime measure, examine scholastic contribution of internal candidates made after the last interview and recommend a salary and AGP they would have earned now, had the Selection Committee met at the appropriate time.
- r. A copy of the RRs (including the relevant performance criteria for different posts and AGPs) shall be made available to the members of the Selection Committees. Ministry of HRD shall, through an appropriate communication, brief the Visitor's nominees (in the Selection Committee) to guide the Selection Committees to adopt norms that are prevalent in other Institutes of National Importance.
- s. All NITs will be required to adopt the 4-tier flexible faculty structure (presently operating in IITs, IIMs, IISERs and NITIE) within a time frame to be determined by Council of NITs.

6. In view of the above, it is requested that the above guidelines may be adopted by the respective BoGs so as to undertake promotion under CAS while adhering to the basic principles of Government rules & regulations and relevant instructions. In case, any further difficulties are noticed within one year of the issue of these guidelines, the same may be placed before the Special Committee constituted by MHRD (vide order F.No.33 – 7 / 2011 – TS.III dated 14th March, 2012) for a decision thereupon.

7. This issues with the approval of the competent authority.

Yours faithfully,



(Rajesh Singh)

Deputy Secretary (NITs)

Tel: 23073687

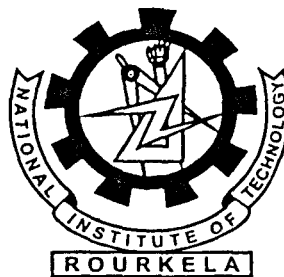
Fax: 23384345

Copy to:-

- (i) PSO to Secretary (HE).
- (ii) PSO to Special Secretary (TE), MHRD.
- (iii) Director (Finance), MHRD.



House Allotment Rules



JUNE, 2012

**NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA**

TOPIC

<u>CONTENTS</u>	<u>PAGE NO</u>
Clause – 1	01
Clause – 2	01
Clause – 3	01 - 03
Clause – 4	03
Clause – 5	03
Clause – 6	0-05
Clause – 7	05
Clause – 8	05-06
Clause – 9	06
Clause – 10	06
Clause – 11	06-07
Clause – 12	07
Clause – 13	07
Clause – 14	07
Clause – 15	08
Clause – 16	08
Clause – 17	08
Clause – 18	08-09
Clause – 19	09
Clause – 20	09
Clause – 21	09
Clause – 22	09
Clause – 23	09
Clause – 24	10
Clause – 25	10
Clause – 26	10
Clause – 27	11
Clause – 28	11
Clause – 29	11
Clause – 30	11
Clause – 31	11
Clause – 32	11-12
Clause – 33	12
Clause – 34	12
Clause – 35	12
Clause –36	12
Clause –37	12
Schedule – 1	13
Schedule – 2	14
Schedule – 3	15

RULES FOR ALLOTMENT OF RESIDENTIAL ACCOMMODATION TO INSTITUTE EMPLOYEES.

Clause – 1

The rules will apply in the matter of allotment of Quarters of the Institute to its employees.

Clause – 2

The Director of the Institute shall exercise the power of allotment under these rules. The power of allotment may be delegated by the Director to officials chosen by him.

Clause – 3 DEFINITIONS:

- i) "Institute" means National Institute of Technology, Rourkela.
- ii) "Director" means Director of the Institute.
- iii) "Emolument" means the monthly salary of an employee and comprising the following:
 - (a) Pay in the pay band (excluding special pay, if any) plus Grade pay,
 - (b) Grade pay or academic grade pay

Explanation:

In case if an employee, who is under suspension the emoluments drawn by him/her immediately before the date of suspension shall be taken as emoluments.

- iv) "Allotment" means the licence to an Institute employee to occupy a quarter in accordance with the provision of these rules. Under this clause, the Institute employee is an "Allottee". In every case the allottee shall be deemed to be a licensee and not a tenant.
- v) "Family" includes spouse, children, parents, dependent brothers and sisters, residing with the employee.
- vi) "Employee" means whole time employee of the Institute who are eligible for allotment of quarter in the campus under the term of these rules.
- vii) (a) "Faculty" means the staff holding one of the following designations: Director, Professor, Associate Professor, Assistant Professor, including those on full time contract.

(b) "Officers" means employees not belonging to the faculty, but holding posts where the entry level of the cadre is in Pay Band 3 or above. They include posts such as Registrar, Dy. Registrar, Assistant Registrar, Executive Engineer, Engineer, Librarian, Dy. Librarian, Assistant Librarian, Medical Officer, Security Officer, Senior Security Officer, SAS officers, Scientific and Technical officers, Medical officers, EDP Coordinator, and all such posts as may be decided by the Director. Employees holding positions in the same or higher scale on promotion from a lower scale within a cadre whose starting scale is not in pay band 3 will not be designated as "officers".

(c) "Non-teaching staff" means the employees of the Institute other than the faculty staff and officers, including personnel promoted from these cadres to higher pay band or GP.
- viii) "Estate Manager" means the officer in charge of managing the institute including immovable properties of the residential quarters (allotment, license fee etc.) of the Institute. Director may choose any of the regular officers of the Institute to serve as Estate Manager. Normally,

but not necessarily, one of the Deputy or Assistant Registrars in charge of Establishment will serve as "Estate Manager".

- ix) "Maintenance Engineer" means an officer, usually an engineer designated by Director to carry out the maintenance of residential quarters.
- x) "Licence Fee" means the sum of the money payable monthly in respect of a quarter as per Institute rules.
- xi) "Seniority" of an employee for allotment of a particular type of residence shall be counted from the date he/she effectively acquires the necessary qualification (Schedule - 2) as may be laid-down in these rules for becoming eligible for allotment of that type of residence, provided he/she continuously retains or exceeds the qualification from the date. The effective date of qualification may precede the date of joining the institute, if the employee joins a post or draws a salary higher than that which is the minimum required under the rules for the particular type of quarter.

Provided that where the above "Seniority" of two or more employees is the same, comparative seniority among them shall be determined by the length of service in the Institute, the employee having more length of service taking precedence over the employee having less length of service; where the lengths of service are equal, then seniority will be decided by the emolument drawn.

Where all the above are equal, seniority will be determined by date of birth, employee senior in age i.e. having earliest date of birth will be determined to be senior.

When an employee joins directly in a higher post of a cadre (e.g. Professor, Assistant Professor, Senior Assistant, Senior Technical Assistant) at the minimum of the scale his seniority is counted from his date of joining the present post for the highest type of accommodation he is entitled to. For allotment of lower type of accommodation, the following principle will be followed.

The employee will be given 5 years initial seniority in the immediately lower post of the cadre, and 10 years initial seniority in the post two steps below his post. For example, an employee joining as a Professor in year 2000 will be deemed to have joined as Associate Professor in 1995 and as Assistant Professor in 1990. Similarly an employee joining as Senior Assistant or Senior Technical Assistant in year 2000 will be deemed to have joined as Junior Assistant or Technical Assistant in respectively 1995. This provision will not extend beyond the cadre. For example Associate Professor can only be eligible for housing designated for an Assistant Professor, but not for that designated for Technical Assistant.

When a single post corresponds to multiple GPs/AGPs, the lowest GP/AGP will be considered in the paragraph above. A higher GP/AGP will add 2 years of seniority. For example, in the rank of Assistant Professor, a faculty member with AGP Rs.8000/- will be 2 years senior to one with AGP Rs.7000/- and 4 years senior to one with AGP Rs.6000/- at the time of joining.

If an employee joins a post from outside with a pay higher than the lowest pay corresponding to his GP/AGP, he is given initial seniority equal to the number of increments given, limited to 4 years or one year less than the next higher GP/AGP whichever is lesser. Persons moving from lower posts may use either old seniority or the new one whichever is advantageous. Increments drawn during one's tenure such as Ph. D. increments and other personal increments etc do not qualify for this benefit.

- xii) "Subletting" means letting out whole or part of the accommodation by an allottee to another person with or without payment of licence fee by such other person.

- xiii) Rates of license fee :
- (a) Standard rate of licence fee means the licence fee of a particular type of quarter as given in Schedule – 1.
 - (b) Enhanced rate of license fee means four times the standard rate of license fee.
 - (c) Market rate of licensee fee means ten times the standard rate of licence fee.
 - (d) Penal rate of license fee means forty times the standard rate of license fee. Penal rate will be charged on daily basis, while Market rate is charged on “actual month or part thereof basis”. The standard and enhanced rates are charged on calendar month or part thereof basis.
- xiv) House Allotment Committee (HAC) : A committee appointed by the Director from among the faculty and staff of the Institute. A senior faculty member nominated by the Director shall serve as the Chairman. One member will be nominated by each of the 2 employees' associations – the Teachers' Association, the Non Teaching Employees' Association. In situations where an association is unable to nominate a member, Director may nominate on its behalf. The Estate Manager shall serve as the Secretary of the Committee. The Maintenance Engineer will serve as an ex-officio member. The Committee will have the responsibility of making recommendations to the Director on matters of House Allotment. The Committee will meet at least twice a year to review all cases of house allotment, and as often as necessary to handle special cases. Routine matters will be handled by the Chairman on behalf of the committee.

[Note: The composition of the committee approved herein will reflect in the composition of committees approved by the BOG under a separate resolution].

Clause – 4 ELIGIBILITY:

An employee's eligibility for allotment of a particular type of quarter shall be determined on the basis of date of joining the Institute and cadre with GP/AGP as shown in the Schedule – 2. The proportion of individual quarters to be allotted to the two categories of staff: (a) Faculty and officers and (b) Non-teaching employees is shown in Schedule – 3.

Depending on the availability of quarters of different types, Director may temporarily permit or restrict availability of a particular type of accommodation to given categories of employees.

Clause – 5 ELIGIBILITY LIST :

- i) Eligibility list of members of the staff eligible for allotment of a particular type of residence shall be prepared by the Establishment Section from time to time on the basis of the date on which a regular employee starts drawing the qualifying pay as indicated in Schedule-2. Period of employment in a temporary or contract position before regularization will not count towards seniority in matters of house allotment. The list will be updated after every cycle of promotions.
- ii) The “Eligibility List” prepared as per Schedule – 2 will be circulated by Estate Manager to the departments / offices for information of employees.
- iii) Any discrepancy in the eligibility list may be brought to the notice of the Estate Manager in writing within a month from the date the list is circulated to the departments and offices. This will be verified and incorporated in the seniority list by the Estate Manager if found genuine.
- iv) An employee who becomes eligible for a type of quarter in the middle of the year will be entitled to allotment even if his/her name does not appear in the list of that year.

Clause – 6 ALLOTMENT :

- i) The Estate Manager will put a circular once a month notifying all vacant quarters. It will be done at the beginning of every month. Additional notifications may be made at the discretion of Chairman, HAC with approval of Deputy Director/Director if situation so dictates.
- ii) An employee will apply in a prescribed form giving the dates of qualification for the particular type of quarter and the order of preference. He will get the allotment according to his preference after the dates are confirmed from the eligibility list.
- iii) The allotment will be done by EM on obtaining approval of Chairman, HAC. For routine cases, a meeting of the whole Committee need not be called. But in cases of exceptions from set rules, the Chairman should call a meeting of the HAC before approving such allotment. Controversial or complex cases should be referred to the Director with all relevant papers. The Chairman HAC will decide the course of action in every case.
- iv) The employee must accept the allotment and move within a pre-specified period not exceeding 10 days. If he/she fails, to move within the set period allotment is cancelled automatically and he / she will not be eligible for any accommodation for one year from the date of allotment. He will also be required to pay license fee for the new house at enhanced rate for 10 days, i.e. 1.33 times the monthly license fee at standard rate.

If any previously held accommodation is not surrendered within the specified period, the employee will have to pay license fee for both houses, the old house at standard rate and the new house at market rate. The employee may, at his discretion, opt to pay the license fee at penal rate on daily basis for the new house.

- v) When a person leaves a quarter, he will first inform the EM or his office and collect a "Provisional surrender certificate (PSC)". He will carry the PSC to the office of the Engineer in charge of Quarters Maintenance, surrender the house and collect the final surrender certificate (SC). The date of SC will be taken as the date of surrender of the house.

The Maintenance Engineer will complete the maintenance (Civil, Electrical and IT) as early as possible and inform EM who will include the house in his next advertisement. The Maintenance Engineer, at his discretion, may declare a house to be ready for occupation with effect from a future date and inform EM accordingly in anticipation of completion of maintenance work. In the event the work is not completed before the expected date of allotment, the Maintenance Engineer shall take the initiative to inform the EM so that allotment can be deferred in time.

Normally inter-occupation maintenance of houses takes 1-3 weeks. It will be the responsibility of the Maintenance section to minimize the idle time. The Maintenance Section is expected either to hand over the house, or to intimate EM on the possible date of completion of maintenance, within two weeks. If the EM does not receive any intimation within 2 weeks, he may take up the matter with Engineering Division and higher authorities.

The Maintenance Engineer will carry out the necessary repair works and will do the white washing. Then the quarter is ready for allotment. Only then he will inform the Estate Manager to include the quarter in the circular. No request for further repair or remodeling is to be entertained before a person occupies the allotted quarter.

- vi) In certain houses, the previous occupant may have made a beneficial change to the house, such as painting, distempering or an extension. In such cases, i.e., if the Maintenance Engineer feels that such a change has been made in a house, he may either restore the house to the standard condition at the cost of the previous occupant or, with approval of

Dean (PD), accept the house with the changes already made and make it available for occupation. In such a case, the new occupant, if he chooses to move into the house, must accept the house in the changed condition. No compensation is payable to the previous occupant.

Clause – 7 ALLOTMENT OF QUARTERS FOR EMPLOYEES OTHER THEN REGULAR EMPLOYEES OF THE INSTITUTE:

- i) Contractual employees will be considered as per the scale of pay attached to the respective post. If consolidated pay is drawn, the Director will assign a "notional scale" for each case considering the nature of the job, the pay drawn and duration of appointment.
- ii) The following will be adhered while allotting the quarters to project staff, PG students, Research Scholars and QIP students, and other contractual employees of the Institute.
 - (a) All students and young contractual staff applying for residential accommodation must be married and should live in campus with their spouses. Senior engineers and scientists working in projects and officers holding otherwise permanent posts on contract may be exempted from this requirement.
 - (b) Students and Project staff will be allotted only certain type of quarters (e.g. TF flats) or quarters specifically designated for such allotment. Institute officials appointed on contract or deputation may be allotted regular accommodation like their regular counterparts.
 - (c) All contractual employees and students should vacate the quarters within a week of expiry of their contracts.
 - (d) To be eligible for allotment of institute quarter, a project employee or other contractual employee should have been selected through an advertisement with wide circulation and job functions must be at the level of Technical Assistant or Project Assistant. Junior employees selected through local advertisement are not eligible for residential quarters.
 - (e) When allotted a quarter, students and contractual employees of the institute will pay license fee at standard rate, unless granted exemption by Director.
 - (f) Agencies doing business with the institute may be allotted quarters on approval of Director. The license fee shall normally be charged at market rate. Director, on case to case basis, may approve reduced rate (enhanced rate or standard rate) or complete waiver.

Clause – 8 ACCOMMODATION WHERE BOTH SPOUSES ARE NIT EMPLOYEES

- i) An employee will not be allotted a second residence, if the employee's spouse has already been allotted a residence.
- ii) If two employees, already in occupation of two separate residences marry, they shall surrender one of the two residences within one month of the marriage.
- iii) If one of the residences occupied by husband or wife is not surrendered as provided in sub-para(ii) above, the allotment of the lower type of residence shall be deemed to have been cancelled on expiry of the aforesaid period of one month.

- iv) Where both the residences are of the same type the allotment of the quarters allotted earlier shall be deemed to have been cancelled.
- v) Nothing in this clause shall apply where the husband and wife are residing separately in pursuance of an order of judicial separation made by a court of law.

Clause – 9 ALLOTMENT EFFECTIVENESS:

- i) An allotment shall be effective from the date on which the employee takes occupation of the house and shall continue till;
 - (a) it is cancelled or is deemed to be cancelled under these rules, or
 - (b) it is surrendered by the employee concerned, or
 - (c) the employee concerned ceases to occupy the residence.
- ii) Provided that an employee, who avails of the following types of leave, may with the prior approval of Director, retain the allotment for a period as indicated below:
 - (a) In case of leave on medical grounds, for the period of leave sanctioned.
 - (b) In case of leave for academic assignments within or outside India, including extraordinarily leave with a fellowship and sabbatical leave for a period not exceeding two years, provided the family of the employee lives in the residence.
 - (c) In case of extra-ordinary leave for purposes other than academic assignments, within or outside India, for a period not exceeding one year provided the employee's family lives in the residence.
- iii) In all cases of (ii) above, a quarter must be surrendered within two weeks of expiry of leave granted irrespective of duration.

Clause – 10 CHANGE OF RESIDENCE:

- i) Any employee in occupation of a residence may apply for a change to another residence of the same type only after a period of one year from the date of occupation of residence.
- ii) Change of residence under sub-para(i) of this clause is not allowed more than once for the same type of residence.
- iii) An employee must apply in the prescribed form in response to circular as in clause-6(i) and his application will be considered along with those of others on the basis of his seniority.
- iv) If an employee fails to accept the change of residence offered, under this clause within ten days after the offer is made, the employees will not be eligible again for a change of residence under this clause.
- v) Interchange of quarters on mutual consent is permitted under the following procedure. The two employees shall make a specific request to the Estate Manager, who will announce the availability of the two quarters. Only when no one with seniority higher than any of the two applicants applies, the interchange will be confirmed. Such a request can be made only once by any employee for a particular type of quarter.

Clause – 11 SURRENDER OF RESIDENCE:

- i) An allottee may, surrender the residence under occupation for at least one year under these rules and in the case of such surrender, the allottee will:
 - (a) not retain any right to the particular residence surrendered;
 - (b) be entitled, on a fresh application made in this behalf, for consideration for new allotment;
 - (c) be eligible for new allotment only after the old accommodation is vacated.

- ii) An allottee who surrenders his accommodation before expiry of one year from the date of his occupying the quarter, will not be eligible for fresh allotment for one year from the date of occupying the earlier quarter.
- iii) An allottee who decides to surrender a residence will inform the Estate Manager in writing at least 10 days before the date when the residence is proposed to be surrendered.

Clause – 12 LIEN:

If an employee, in occupation of Institute residence, leaves the Institute for an outside employment but retains lien on the post at the Institute, the employee may be allowed to retain the residence for a maximum period of one year, on the usual standard rate of License fee.

If an employee holds lien on his post by virtue of his deputation to another academic or R&D institution of the Government of India, he may retain his accommodation by paying the license fee at the standard rate for two years.

Clause – 13 DEATH:

- (i) Subject to Clause-14(iv), If an employee, in occupation of Institute residence, dies, free accommodation may be provided to his/her family in the quarters upto one year. However, they have to pay the water and electricity charges as per the Institute rules.
- (ii) Alternatively, his/her family may retain the accommodation for 2 years by paying the license fee at flat rate for the full period of occupancy along with water and electricity charges.

Clause – 14 RETIREMENT, RESIGNATION OR REVERSION ON TRANSFER OR DISMISSAL

- i) In case of employee's resignation, dismissal or his leaving the Institute for outside employment without keeping lien on his post at the Institute, the allotment of residence shall be cancelled with effect from a date not later than one month after the date of the resignation, dismissal or leaving the Institute without lien, as the case may be or a date when the residence is actually vacated, whichever is earlier.
- ii) Resignation, dismissal, removal or termination of service or unauthorized absence without permission: Permissible period : 1 month, at market rate of license fee.
- iii) Retirement-Permissible period: 2 months on standard license fee; another 2 months at market rate, and penal rate thereafter till eviction. In case of employed staying on extension of service beyond normal superannuation, the permissible period is : 1 month at stand license fee, one month at enhanced rate, next two months at market rate.
- iv) Death of the allottee. Permissible period: 2 years without payment of license fee; penal rate thereafter.
- v) When an employee joining the Institute on deputation from a foreign employer is transferred or reverted back to parent employer, he/she retains the allotment of residence for a maximum period of one month provided that the family of the employee lives in the residence during the one month period.
- vi) Employees occupying the quarters beyond the periods stated under clauses 14(i) to 14(vi), will be deemed to be occupying the houses unauthorized, and shall be charged at penal rate till they leave or are evicted. The subject of unauthorized occupation is discussed in clause 26.

Clause – 15 NOTICE FOR VACATING RESIDENCE:

An allottee in occupation of Institute residence, shall be required to give notice of vacation in writing to the Estate Manager at least ten days in advance, in case the employee decides, under the rules, to vacate the residence. In the event of failure to do so, the allottee shall be responsible for payment of licence fee for the number of days by which the notice given falls short of 10 days from the date of vacation.

Clause – 16 SUBLETTING AND SHARING OUT THE RESIDENCE:

- i) NO allottee shall sublet the residence allotted to him/her or portion thereof or any of the out-houses or apartment thereto.
- ii) In exceptional cases, permission may be given by the Director to an employee to share the quarters with another employee for a specific period and on such conditions as may be laid down in this connection.
- iii) An employee may accommodate casual guests not related to him/her by blood or marriage in his/her residence for a period not exceeding 3 months. The arrival and departure of such guests, if expected to stay for more than 3 months, shall be reported to the Estate Manager within a week of the arrival and departure. This requirement will not apply in the case of domestic help.
- iv) An allottee is not permitted to receive any compensation in cash or kind from a guest, whether or not the guest is related to him/her by blood or marriage.
- v) If an allottee sublets a residence allotted to him/her or any portion thereof or any of the out-houses, apartment thereto, without prejudice to any other action that may be taken against him/her, the allottee shall be charged, for the period of sub-letting, subject to a minimum of one year, the full standard rate of license fee of the residence as per the Institute rules.

Clause – 17 LICENSE FEE

The standard rates of licence fee are listed in Schedule –1. For certain categories of staff (e.g. Wardens of hostels and staff performing special or emergency duties) the licence fee may be waived by the Director.

- (i) The liability for payment of licence fee shall commence from the date of occupation of the residence or from the 10th day after the allotment order is delivered, whichever is earlier.
- (ii) An allottee shall be personally responsible for the licence fee thereof and for any damage beyond wear and tear caused thereto or to services provided therein during the period for which the residence has been and remains allotted to him/her.

Clause – 18 PAYMENT OF LICENCE FEES AND OTHER CHARGES:

- i) An allottee shall pay regular licence fee and such other charges as may be levied from time to time, within the period, notified for the same, unless the same are recovered from the allottee's salary.
- ii) Before leaving the Institute on extra-ordinary leave or on retention of lien on the post at the Institute, the employee shall give an undertaking to the effect that he/she would arrange timely payment of house licence fee, water and electricity charges, etc. to the Institute on receipt of intimation of such dues from the Institute or of his/her own regularly before the 10th day of each month, either through family members residing in the residence or otherwise.

He/she shall furnish surety from a permanent employee of the Institute who will undertake to pay the dues in case the same are not paid within the aforesaid fixed date.

Clause – 19 INVENTORY

- i) An allottee shall be required to sign the inventory of the fittings and fixtures in the residence at the time of taking occupation of or vacating the residence.
- ii) He/she shall give an undertaking on the body of the occupation report to the fact that he/she would abide by the rules of allotment of residence of the Institute.

Clause – 20 CARE OF THE HOUSE

- (i) An allottee shall use the Institute residence strictly for the purpose of the allottee's own or family's residence and shall maintain the premises and the compound in a clean and hygienic condition.
- (ii) An allottee shall not permit trees or shrubs planted in the premises of the residence, to be felled or chopped, save with the approval of the Competent Authority.
- (iii) No large tree is to be planted or allowed to grow within 3 meters from the building.

Clause – 21 RESPONSIBILITY FOR THEFT, DAMAGE, Etc.:

An allottee shall be personally responsible for any damage, beyond fair wear and tear, to the building, fixtures, furniture, sanitary fittings, electrical installations, fencing, etc., provided in the residence or theft of any of these items in the residence, during the period of the allottee's occupation of the residence.

Clause – 22 ADDITIONS AND ALTERATIONS TO THE BUILDINGS:

An allottee shall not make any additions or alterations to the buildings or tamper with fittings or electrical installations or make any unauthorized constructions or extension to the electric, water, telephone or other data supply lines without specific permission of the Director.

When such alteration / addition is made, the employee must restore the original state of a house before leaving the house. In case he does not do so, it will purely be at the discretion of ME and of the new allottee to allow the changes to stay or to reverse them. If the changes are reversed, the cost of reversal will be borne by the employee vacating the house, whether the changes were made by him or by some one staying earlier to him.

Clause – 23 CATTLE AND ANIMALS:

- (i) An allottee can keep pets such as cats, dogs or other animals or birds, as long as they do not create difficulty for the neighbours or the community.
- (ii) The owner must provide hygienic facilities (and medical care when needed) to his/her pets and ensure that they do not cause harm to other pets through spread of disease.
- (iii) An allottee shall not keep animals or birds for trade, business or profit.
- (iv) An allottee is not permitted to rear domestic animals such as cows, goats, sheep, pigs, chicken, ducks etc in the residential quarters for milk, eggs or meat, even if it is only for consumption by the family.
- (v) The Institute appreciates that once upon a time commercial sources of quality milk, egg or meat were either absent or were unaffordable, and that it was fairly common to rear animals at home. But with growth of commercial facilities around the campus, these products are plentifully available, and with assured quality. Therefore, it is in the interest of family members, particularly of the children, and the community as a whole, not to rear milk or meat animals at home.

Clause – 24 BREACH OF RULES:

- i) If an allottee commits any breach of these rules or of the terms and conditions of the allotment or uses the residence or permits the residence or premises to be used, for any purpose other than what is stated under clause 20, or conducts himself/herself in a manner which in the opinion of the Institute is prejudicial to the maintenance of the harmonious relation with the allottee's neighbours, or of maintenance of peace or sanitation in the campus, or if it is found that the allottee has knowingly furnished incorrect information in any application or written statement with a view to securing the allotment, the Institute may, without prejudice to any other disciplinary action that may be taken against the allottee,
 - (a) cancel the allotment of that residence to the allottee, and
 - (b) declare the employee ineligible for any fresh allotment of residence for a period of two years.

Provided that where the allotment of a residence is cancelled for the allottee's conduct prejudicial to the maintenance of harmonious relations with the neighbours, the allottee may be allotted residence of the same type if available, at any other place with the approval of the Director.

- ii) For the purpose of this clause, 'improper use of residence' shall include
 - (a) creation of unauthorized structures in any part of the residence,
 - (b) using the residence or a portion thereof for which they are not meant and
 - (c) unauthorized extension from electricity and water connections or tampering therewith.
 - (d) creating unhygienic conditions, noise, unruly or impolite behaviour considered unacceptable in modern society.

Clause – 25 ALLOTMENT MADE PRIOR TO THESE RULES

The allotment of residence made before the commencement of these rules shall be deemed to have been duly made under these rules notwithstanding the fact that an allottee / allottees might be in occupation of residence/residences to which the allottee / allottees may not be entitled.

Clause – 26 UNAUTHORISED OCCUPATION AND EVICTION:

- i) Where, after the cancellation of an allotment under any of these clauses other than clause-6 (iv), the resident remains or has remained in the unauthorized occupation of an accommodation, then without prejudice to any other action that may be taken against the allottee, the licence fee for the residence shall be charged at penal rate, in the rate of forty times the standard rate of licence fee.
- ii) Unauthorized occupation will entail cutting of water, electricity, telephone and data connections to the residence without any notice.
- iii) Such other steps as deemed proper and appropriate shall be taken to evict the unauthorized occupant and realize the outstanding dues from all available sources standing in the name of the allottee.
- iv) Eviction: The institute's Estate Officer (defined under the Public Premises Act 1971), with approval of director, may evict any person, employee, ex-employee or outsider occupying a house without authority. Such eviction will be carried out in the presence of the Estate Officer or his nominee, the Security Officer, the Estate Manager, the Maintenance Engineer, and at least 2 other employees of the institute, preferably but not necessarily living in the proximity of the house being evicted. The institute shall provide opportunity to the employee to remove his belongings; but if he chooses to be absent the eviction shall still be carried out. The belongings may be stored in a ware house or other space within or outside the premises. The institute will charge a storage fee to the employee not exceeding the standard license fee of the house.

Clause – 27 MAINTENANCE FACILITIES:

An allottee shall allow the maintenance staff of the Institute or the workers of authorized contractors to have access to the residence at all reasonable hours, to inspect the building, the water supply, sanitary, electrical, telephone and data installations, fixtures and furniture, and to carry out such normal repairs thereto as the Maintenance Engineer may consider necessary for the proper maintenance of residences. In all such cases, the Maintenance Engineer as far as practicable, will arrange to send prior intimation to the allottee. But absence of prior intimation will not justify a resident's refusal to allow maintenance staff to perform their duty.

An allottee and his family members shall always be polite to such workers and shall help them in their work.

Such visit by maintenance staff may be necessary to attend a complaint by the resident himself, by a neighbour or for a routine check.

Clause – 28 CARE OF UTILITIES

An allottee should see that no water is wasted by leakage in the water-supply fitting or by careless or extravagant use of the same, and forthwith report to the Maintenance Engineer any damage to or defect in the building, fixtures and fittings, electrical installations, telephone or data cable, or water supply system for necessary repairs. Failure to report a leaking water line, a damaged or missing float valve, loss of water, loss of electricity etc. may, at the discretion of Maintenance Engineer, attract a financial penalty commensurate with the consequential loss to the institute. In case of disagreement, the decision of the Director shall be final and binding.

Clause – 29 SAFETY AND HYGIENE PRACTICES

- i) Incidence of infectious disease in any residence will immediately be reported to the Medical Officer of the Institute, and all precautions taken to prevent the spreading of the infection.
- ii) No dangerous material shall be stored in the residences, or in their immediate vicinity.

Clause – 30 MAINTENANCE OF LAWNS & HEDGES

An allottee will be responsible for maintaining the lawns and hedges of his compound to give it a neat look at all times. He is also required NOT to throw garden waste across the fence. In case of failure to maintain one's compound, the institute may, at its discretion, provide the service, charging the expenses not exceeding the monthly standard license fee, plus a service charge equal at equal rate. made. In case of large compounds containing a set of houses, the institute will divide the expenditure plus service charge equally among all residents (not counting vacant houses). It may, at its discretion, hand over the responsibility of maintenance to a small committee of residents or hire a commercial organization.

Clause – 31 Water and Electricity charges:

Every allottee will pay water and electricity charges as per rates fixed by the Board of Governors. Even when an employee is exempted from paying license fee, he is liable to pay water and electricity charges.

Clause – 32 SHARING OF RESIDENCE:

As a temporary measure, an employee may be allotted the same residence jointly with one or more other employees and the rate of licence fee chargeable in such a case will be divided

proportionately amongst all the occupants, taking into account the pay of each occupant and the number of occupants.

Clause – 33 ACCOMMODATION FOR CEREMONIAL FUNCTION:

An application from an employee for use of any vacant residence, for a period not exceeding seven days, for ceremonial or religious purposes, may be granted by the Institute on the applicant's paying in advance the minimum licence fee per day and service charges applicable to the type of residence for the period of occupation as fixed from time to time. The license fee for such short use shall be at the market rate on daily basis, plus a service charge equal to 2 days' fee, also counted at market rate.

The applicant will be responsible for the building in all matters as a regular allottee and must return the house in the same state of cleanliness (or better) as he receives.

Clause – 34 TEMPORARY ALLOTMENT TO OUTSIDE AGENCIES:

In special cases, the Director may temporarily allot a vacant house to an outside agency or commercial organizations doing business with the Institute. The license fee chargeable shall be at market rate and must be deposited in advance for every month or more.

Clause – 35 EXCEPTIONS:

The Director may, if he thinks it necessary, reserve or set aside particular residence or set of residences for any specific purpose / purposes including allotment to a specific employee or a group of employees. The quarters A-0 and A-13 will be specially reserved for the Director and the Registrar respectively.

Clause – 36

- (i) Director may seek the advice of the House Allotment Committee on all matters relating to allotment of Institute residences and also delegate to the Committee or to any officer under his control, any of the powers and functions conferred on him under these rules, subject to such conditions as he may think fit and proper.
- (ii) If the Director is satisfied that the operation of any of these rules may cause undue hardship in a particular case, he may order to dispense with or relax that condition to such extent and under such conditions as he may consider necessary for welfare of the residents.

Clause – 37 INTERPRETATION OF RULES:

On any question of interpretation of these rules the Director's decision shall be final, provided that any employee not satisfied with decision, may represent against the decision to the Board of Governors through the Director.

SCHEDULE – 1

(See Clause # 17 of the House Allotment Rules)
FLAT RATE OF LICENCE FEE

Type of Houses	Sl. No. of Houses	No. of Houses	Attached Garage (Yes/No)	Plinth Area (M ²)	Existing License Fee (₹ / month)	Revised License Fee (₹ / month)
A	0 (zero)	1	Yes	Earmarked as Director's Residence Licence Fee is Exempted		
	1 to 12	12	Yes	193	1099	1550
	13	1	Yes	155	Earmarked as Registrar's Residence Licence Fee is Exempted	
	14 to 19	06	Yes	172	782	1100
FR	1 to 84	84	Yes	189	1099	1550
B	1 to 20	20	Yes	176	782	1320
	21 to 22	02	Yes	157	782	1100
C	1 to 14	14	Yes	179	782	1320
	15 to 30	16	Yes	170	782	1320
D	1 to 20	20	Yes	144	639	1100
FD	21 to 56	36	No	110	526	900
	57 to 64	08	No	83	371	525
BF	1 to 24	24	No	100	526	740
TF	1 to 18	18	No	77	371	525
FE	1 to 18	18	No	77	371	525
E	1 to 40	40	No	105	297	740
F	1 to 96	96	No	88	268	525
	97 to 108	12	No	77	185	525
G	1 to 115	115	No	62	144	380
Attached Garages	N/A	174	N/A	N/A	22	30
Special Car Parks	1 to 30	30	N/A	N/A	N/A	100

Note: License fee for new houses will be charged at the rate prescribed for similar type of residential accommodation by Directorate of Estates, Govt. of India.

Source: Govt. of India, Ministry of Urban Development vide letter No.18011/1/2009-Pol.III dt.28.04.2011, for Revision at Flat rates of License fee charges for Central Government Residential Accommodation throughout the Country.

SCHEDULE – 2

(See Clause # 4 of the House Allotment Rules)

Sl. No.	Cadre	Pay Band	GP/AGP	FR	A	B	C	D/FD	BF/TF
1	Faculty & Academic Officers	N/A	HAG Scale	√	√	√	√	√	√
2		4	10000	√	√	√	√	√	√
3			9000	√	√	√	√	√	√
4		3	8000	√	---	√	√	√	√
5			7000	√	---	---	√	√	√
6			6000	√	---	---	√	√	√
7	Officers	4	10000	√	√	√	√	√	√
8			8700	√	√	√	√	√	√
9		3	7600	√	---	√	√	√	√
10			6600	√	---	---	√	√	√
11			5400	√	---	---	√	√	√

Sl. No.	Cadre	Pay Band	GP	D	FD	E	FE	F	G
12	Technical & Administrative (Higher Cadre)	2	5400	√	√	√	√	---	---
13			4800	---	√	√	√	√	---
14			4600	---	---	√	√	√	---
15			4200	---	---	√	√	√	---
16	Technical & Administrative (Lower Cadre)	1 & 2	4600	---	---	√	√	√	---
17			4200	---	---	√	√	√	---
18			2800	---	---	---	---	√	---
19			2400	---	---	---	---	√	---
20			2000	---	---	---	---	√	√
21	Supporting Staff	1	2400	---	---	---	---	√	√
22			2000	---	---	---	---	---	√
23			1900	---	---	---	---	---	√
24			1800	---	---	---	---	---	√

Notes:-

1. The entitlement is based on cadre with GP/AGP, and not salary-based. If new cadres and/or PB and/or GP/AGP are introduced in future, the entitlement will be as per the highest PB and/or GP/AGP listed below the concerned PB and/or GP/AGP.
2. An employee enjoying a personal PB and GP/AGP will be entitled to housing corresponding to the cadre of the post held by him, and not to his present scale or salary.
3. When an employee is upgraded to a higher cadre, pay band and/or GP/AGP (under normal course of promotion, MACP or another rule) even with his old designation, he is entitled to accommodation corresponding to his new cadre, pay band and/or GP/AGP.
4. Accommodations allotted before promulgation of these rules will be honored till the allottee retires, vacates the allotted accommodation, or seeks another accommodation within the campus.

SCHEDULE – 3

The proportion of individual quarters to be allotted to eligible employees of Academic & Officers and Non-Academic categories should be as follows:

Type of quarter	Faculty and officers (PB 3 & 4)	Non-faculty staff (PB 2)	Total
D1-D20	17	3	20
FD21-FD64	36	8	44

**National Institute of Technology
Rourkela**

Guest House Regulations



**National Institute of Technology
Rourkela – 769008**



**NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA**

GUEST HOUSE REGULATIONS

I. Preamble

Established in 1961 as the Regional Engineering College, NIT Rourkela is one among the most respected technical institutes in the country. The activities include undergraduate and postgraduate education, research, consultancy, continuing education and service to the community. In its effort towards achieving the above objectives, the institute must interact with other institutions, industry and citizens. Unlike western countries, Indian cities do not possess a hospitality infrastructure that can support large scale travel. In addition, Government regulations restrict per diem at a level where it is often difficult to find a reasonable accommodation in a commercial hotel. It is common practice in Indian institutes to create on-campus guest houses to host official guests.

NIT Rourkela has created a guest house to meet its needs. The guest house is in two disjoint blocks, the NORTH BLOCK with 20 rooms and the SOUTH BLOCK with 30, both centrally air conditioned. The rooms have twin beds and other amenities. In addition, both blocks have separate kitchens and dining halls. The South Block also provides a 64-seat lecture hall, a meeting room and a lounge.

A guest house is not a hotel. It is a facility of the institute and its tariff is highly subsidized. Still, an attempt has been made to provide all essential services to the guests. While all steps are taken to ensure hygiene and comfort, frills such as persons to carry luggage, room service of meals, meals outside designated hours etc have been dispensed with. We have also tried to recover a reasonable fraction of the expenses from the tariff collected.

Rooms and other facilities can be booked by any member of the Institute faculty or staff for any person visiting the institute in official capacity or for their own friends and relatives. Research students who have taken withdrawal as well as QIP students may book rooms for themselves while visiting the Institutes. Students may book rooms for their parents or guardians visiting the Institute, but need concurrence of their faculty or thesis advisor. The office of Dean (AR) shall book rooms for alumni visiting the Institute, from other cities or for relatives of alumni living in Rourkela. In addition, persons visiting the institute frequently may register as "Miscellaneous User" and, if permitted by PIC-Guest House, may book rooms in their own capacity.

Rooms and other facilities should normally be booked on-line by clicking "Accommodation and Travel" in Institute Home Page: www.nitrkl.ac.in or by contacting Manager, Institute Guest House.

In case of difficulty, guests are advised to contact :

Manager, Guest House
Institute Guest House, N.I.T., Rourkela,
Rourkela – 769 008
Email : managergh@nitrkl.ac.in
Telephone 0661-246-4034, or 0661-246-4000(SB), 246-4100(NB)
FAX : 0661-246-2926
or Professor in Charge Guest House,

These regulations provide the guidelines for carrying out the day to day management of the guest house. It is expected that all concerned: faculty, staff and students of the institute, alumni, guests, and the guest house steward will uphold the spirit embodied in these regulations.

II. Categories of Guests

Type of Guest CATEGORY- A	Guest invited by the Institute for academic or administrative purpose including examiners, selection committee members, company personnel coming for placement of students and distinguished seminar speakers [The purpose to be stated clearly with supporting document if any]. Alumni and patrons (including accompanying spouses and minor children) carrying a diamond card from office of Dean (AR). Any other person approved by the Director or Dy. Director as Institute guest.
Booking Authority	Director or Secretary to Director, Dy. Director Concerned Dean, Registrar, Chief Warden, Prof. in Charge T&P, Administrative Officer T&P, PIC, Institute Seminar, PIC - Convocation Heads of the Departments & Centres (with a copy of an office order)
Source of Payment	Institute Account including Institute Travel grant, Departmental Operating Grants, SRICCE fund, Alumni Endowment fund.
Billing/Payment Procedure	<i>No Payment will be accepted from category – 'A' guests</i>
Remarks	Accompanying spouse and minor children of category 'A' guests shall also be treated as institute guests. In case of all category 'A' guests the guest house management and the steward are authorized to request documents from booking authorities, except Director, Dy. Director and Registrar.
Type of Guest CATEGORY- B	<ul style="list-style-type: none"> (i) Visitors from other Institutes who normally, extend their own facilities to NITR staff at concessional rates, on approval of PIC, GH. Bills will be paid by the respective guest. (ii) QIP students coming for contact programme, postgraduate and research students who have taken withdrawal but have come for academic purpose (Identity card necessary) and students and parents required to stay in guest house for medical reasons on approval of Dean(Acad), and (iii) Candidates coming to the Institute for interview (call letter required) for a job or admission. (iv) Alumni and Patrons carrying a gold card from the Centre for Alumni Relations, including accompanying spouses and minor children. Booking to be done only by the office of Dean (AR). (v) Retired employees and accompanying spouses visiting the institute for official or personal work.
Booking Authority	<ul style="list-style-type: none"> • Concerned student • Any staff member of the institute • Guest himself (through telephone or by writing).
Source of Payment	The guest.
Billing/Payment Procedure:	Charges to be collected from the guest before he leaves the Guest House.

Type of Guest CATEGORY- C	<p>C1: Guests invited by competent authority in connection with official work and paid from one of the satellite accounts maintained by the Institute [SRICCE, SAC, Halls of Residence, approved conferences etc] but not the main account of the Institute.</p> <p>(Examples: Sponsored research and consultancy projects, Continuing education programmes, Students activities, Conferences and symposia, AIEEE, NCC, NSS units and other courses of the Institute maintaining separate accounts). Charges will be paid by the respective account within the institute, or shall be billed to the person booking the accommodation.</p> <p>C2: Guests visiting NIT for some legitimate work at the Institute, the charges being paid by the guest himself (Examples : Parents / Guardians of students, Institute employees and their relatives, Employees of Government and R&D organizations visiting the Institute on official work, guests of the state and central Govt., representatives of companies visiting the Institute for official business and Alumni (and their accompanying spouses and minor children) of the Institute visiting the Institute on personal work, Employees and students of other Institutions where NIT Rourkela employees and students are not provided concessional tariff.</p>
Booking Authority	<p>Faculty, officers, staff members, students (for parents/guardians only, with consent of faculty or thesis advisor) of the Institute. Professor in-charge of Guest House may accept requests from ex-employees, alumni and persons doing business with Institute <u>at his discretion</u>, after ascertaining identify and genuineness of purpose.</p> <p>C1 :</p> <ul style="list-style-type: none"> (i) P.I. of Projects (ii) Co-ordinator of Continuing Education Programmes and Conferences (iii) Faculty members and officers responsible for specific programmes, selection processes and other responsibilities. <p>Note: The officer/faculty making the booking must be satisfied that he has the financial authority to do so.</p> <p>C2: Any faculty, staff member, or student (with consent of his faculty advisor or thesis supervisor).</p>
Source of Payment	<p>For guests of type C1: the concerned account.</p> <p>For guests of type C2: the person making the booking or the guest himself.</p>
Billing/Payment Procedures	<p>No payment will be accepted from the guests of category C1.</p> <p>The bill to be sent to concerned authority along with a copy of the booking form. If the bill remains unpaid for one month, it will be billed by name to the indenting faculty/officer.</p> <p>For guests of category C2, all charges to be collected before the guest leaves the Guest House, except when the booking authority has assumed responsibility of payment. In the latter case, no bill will be presented to the guests.</p>
Type of Guest CATEGORY - D	<p>All guests other than those in categories - A, B and C (Examples : Officers and guests of neighbouring universities, R&D institutions & industries, banks and commercial organizations (to be provided only if room is available on reciprocal basis), guests of employees other than relatives, block booking by employees for social functions, guests of alumni and ex-employees except self, accompanying spouse and minor children</p>
Booking Authority	<p>Director or Secretary of Director</p> <p>Dr. Director, Registrar, PIC-Guest House.</p> <p>Faculty and Officers specially authorized by the director.</p>
Source of Payment	<p>The person making the booking or the guest.</p>
Billing/Payment Procedure	<p>All charges to be collected before the guest leaves the Guest House, unless specifically approved otherwise by the sanctioning authority.</p>
Remark	<p>Advance payment required except where the booking authority assumes responsibility for payment or where post payment is specifically approved by the sanctioning authority.</p>

III. Room Tariff [per day, 24 hour basis]

Type of Accommodation	Category-A	Category - B		Category - C		Category - D	
		North Block	South Block	North Block	South Block	North Block	South Block
Twin sharing (per person)	Nil	Rs.150/-	Rs.400/-	Rs.200/-	Rs.600/-	Rs.400/-	Rs.1200/-
Single Occupancy	Nil	Rs.250/-	Rs.600/-	Rs.300/-	Rs.800/-	Rs.600/-	Rs.1600/-
Normal Suite	Nil	-	Rs.800/-	-	Rs.1200/-	-	Rs.2400/-
Special Suite	Nil	-	Rs.1500/-	-	Rs.2000/-	-	Rs.4000/-
Accompanying Driver	Nil	Rs.100/-	Rs.100/-	Rs.100/-	Rs.100/-	Rs.200/-	Rs.200/-
Brief stay (3 hrs, Day time)	Nil	Rs.100/-	Rs.200/-	Rs.100/-	Rs.200/-	Rs.200/-	Rs.400/-

Other facilities :

Name of Facility	Duration	Tariff
Dining Hall (North Block) & Lobby	4 hours	Rs.500/-
Dining Hall (South Block) & Lobby	4 hours	Rs.1000/-
Dining Hall (South Block) & Lobby	One day	Rs.2000/-
Meeting Room (South Block)	One day	Rs.250/-
Lecture Hall (South Block)	One day	Rs.500/-

Notes :

- There shall be no concession in tariff for failure of air conditioning electricity, water supply or any other facility.
- The room tariff does not include any meal, snacks or tea, except drinking water and bed tea.
- Children below 12 years may be accommodated with parents free of charge in the same room without extra bed.
- Accommodation on twin sharing basis will be given subject to availability of other guests in the same category.
- Booking can be made by Professor in Charge or Manager of Guest House on the basis of phone, fax or email message received from bonafide guests or from their hosts within the institute. A formal requisition, however, needs to be filled when the guest arrives or as soon as practicable.
- Smoking and consumption of alcohol is totally forbidden in guest house premises including rooms, corridors and lawns.
- There shall be no room service of food except drinking water and bed tea. When a meeting (e.g. placement interview) is permitted, tea, snacks and soft drinks, but no meals, may be served in the room. An exception can be made only with telephonic permission of PIC-GH, Deputy Director or Director.
- Accommodation to drivers will be provided in designated facilities and when available.
- "Brief stay" refers to a short duration accommodation of a couple of hours during day time only for the purpose of changing and toilets. This facility is available on sharing basis only. No advance reservation is necessary for the purpose.

IV. Booking procedure

- Guest House booking shall normally be done on-line through the Institute Web site. When there is a difficulty in making an on-line reservation, a room or other facility can be booked by a written request sent to the Manager, Guest House. In emergent case, the Manager Guest House may accept requests over email, fax or telephone. He will, however, record the information on the electronic data base in the first opportunity to do so.
- In emergent cases, the following officials are authorized to contact the steward in person or over telephone for accommodating a guest without going through the proper booking procedure.
 - Director, Secretary to Director, Dy. Director
 - Registrar, Secretary. to Registrar,
 - PIC - Training & Placement
 - PIC - Institute Seminar.
 - PIC - Guest House

In all such cases, proper booking form must be submitted by the booking authority in the next working day. It will be the responsibility of the steward to obtain the filled booking form from the concerned authority within 2 working days.

- The Steward is not authorized to accept a guest without an approved booking. In extreme emergencies, he may permit a guest to stay on request from an institute employee, student or a person in distress only after properly recording the circumstances on the electronic database or in the appropriate register.

V. Block Booking

Booking of 3 or more rooms in the North and South blocks combined is called "Block Booking".

In case of official programmes approved by the Institute with appropriate office order, Block Booking of accommodation (for conferences, T&P programmes, continuing education programmes etc) may be made up to 2 years in advance, to the extent of 75% of the capacity of any block in the guest house. PIC, Guest House has to be satisfied that the requested numbers of rooms are indeed required. If not satisfied, the PIC can allot less number of rooms. In case of large conferences, after confirming 75% of rooms, the manager shall try to discourage booking of rest of the rooms by other guests during the conference period. These rooms, or a portion thereof, may also be given to the authority or person making the block booking one week before the event at the discretion of the guest house management.

Approval of an official event (convocation, conferences, student activity, short term course, faculty or staff selection, examinations, lecture etc.) by the institute shall not imply approval of booking of rooms in the guest house. These rooms need to be booked by the organizers of the event separately. When rooms are booked for a conference, workshop or short term course, a provisional booking is first made and the date communicated to Dean(SR). After the official order is published by SRICCE, the convenor shall confirm the booking. If the booking is not confirmed within one week of provisional booking, the provisional booking shall stand cancelled automatically.

Block booking for private social functions (marriage etc), can be done in Category-D only by an institute employee. If the function relates to a dependent as defined in the employee's medical/LTC list, the guests will fall in Category-C. To avail this concession, an employee needs to make an explicit application to the PIC-GH. The burden of convincing the PIC (for example, by attaching original invitation cards and copy of medical card) rests solely on the employee requesting the booking. The host must ensure that no more than 2 persons occupy a room, the guests behave properly, do not smoke or drink, and do not generate loud noise. In case of violation of the conduct rules or a false declaration by the employee, as a penalty, billing for the event shall be made at a rate twice that for Category-D guests while a provisional booking can be made upto 2 months in advance, the booking can be confirmed only 2 weeks before the expected date of occupancy.

Both in official and private functions, names of guests need not be given till one week prior to the event. If names are not made available, the guest house administration, at its discretion, may cancel the booking if rooms are required to accommodate other guests.

VI. Booking priority

- Priority in booking of accommodation will be accorded to guests of Categories A, C1, B, C2 and D in that order of priority. Within a class, rooms will be allotted on "First come, First served" basis.
- The management of the Guest House may, at its discretion, cancel a booking or offer another type of accommodation (e.g. a bed on twin sharing basis instead of a full room) to a guest, with or without prior notice, depending on the demand for accommodation on a particular day.
- All bookings of category – B and C2 shall be provisional till one week prior to the date of expected occupancy.
- Assurance of booking can be given to guests of category of D at the time of booking if full payment of charges is made in advance. In such cases, accommodation cannot be refused, but can be changed to a different block or to a different sharing status at the discretion of the management.

VII. Refusal of Accommodation

The guest house management shall not refuse to accept an accommodation request from an institute employee or student on ground of non-availability of room without exploring the possibility of accommodating the guest(s) by :

- i) Reconfirming the numbers and asking for details under block booking,
- ii) Changing status of guests from "full room" to "twin sharing" type,
- iii) Cancelling accommodation of a lower type of guest, except where full charge has been received in advance.

Every institute employee or student desirous of making a booking has a right to examine the booking register, particularly when his request for accommodation is refused on ground of unavailability. He may, at his own discretion, assist the management. In exploring possibility of adjustment of accommodation. But in no case he can force the guest house management to accept his suggestion.

VIII. Collection of Charges

Charges of Guests of Categories A & C1 will be billed to appropriate account, while guests of other categories (Categories B, C2 and D) must clear the bills before leaving the Guest house, except when the booking authority has taken the responsibility of payment in advance.

If a guest leaves without settling his account, the person making the booking is liable to pay. In case of failure to settle the bill expeditiously, the billed amount will be charged to his salary or be added to semester fees, as appropriate.

IX. Cancellation of Booking

- A small booking (upto 2 rooms) can be cancelled without charge upto 24 hours prior to the expected date and time of occupancy. After that, there will be charge for at least one day on the person or account making the booking under category B, C or D.
- In case of block booking (exceeding 2 rooms); cancellation without charge can be done a week before the day of expected occupancy, failing which at least one day's charge on the number of rooms booked will be levied on the person or project making the booking.
- In case of failure of an officer to cancel a booking for a category-A guest, the guest house management shall draw the attention of the director, particularly on repeat lapses and where other guests have been refused accommodation due to shortage of rooms.

X. Food Service

The guest houses shall offer food service at approved rates. This will be provided by the steward and shall be billed by him without involvement of the management.

There is no provision for special menus for house guests. The steward is not permitted to offer special dishes even at mutually agreed prices. The only exception admissible is medically prescribed food such as – fat free, sugar free, salt free, diabetic diet etc. which may be provided to guests at neither reduced nor enhanced tariff.

Meal charges (to be paid directly to the Steward) will be negotiated from time to time between the Steward and the Institute Management in the following format.

Particulars	Veg	Spl. Veg. or Non Veg
Bed Tea		
Tea/Coffee with Biscuit		
Breakfast (tea or coffee included)		
Breakfast with cut fruit or juice		
Snacks & Cold drinks as per availability		
Lunch		
Dinner		

Note: The figures given above are valid during AY 2011-12, and are likely to be revised upwards with time keeping pace with market prices.

Meal Timings :

Bed Tea	6.00 - 6.30 a.m.
Breakfast	7.30 - 9.00 a.m.
Lunch	12.30 - 1.30 p.m.
Dinner	8.00 - 9.00 p.m.
Special Group Lunch	1.00 to 2.00 p.m.
Special Group Dinner	8.30 - 10.00 p.m.
Coffee/Tea/Snacks/cold drinks	As per convenience of steward

Violation of meal timings is viewed seriously against the steward. Guests are advised not to put undue pressure on the Steward's staff to serve meals outside the scheduled timing. Meal timings can be changed by PIC-GH only after due notification and wide publicity.

Notes :

- No Room Service: Delivery of food (except bed tea and drinking water) e.g. meals, snacks, tea, coffee, cold drinks in the rooms is strictly forbidden. An exception is supply of tea/coffee/cold drinks and snacks during approved official meetings and placement interviews held in the rooms. The facility is, however, discouraged even for approved meetings.
- No food (except tea, coffee and cold drinks) shall be served in lounges, corridors or any other place except the dining hall and other designated places.
- Ordinarily no meals or tea/coffee will be served in the dining hall between 10.00 pm and 6.00 am.
- Tea/coffee and snacks may be provided by the contractor in dining hall on request of guests, when resources permit.
- Drinking water from the tap, filtered and uv-irradiated, will be provided to every guest. Commercially produced bottled water may be procured from the contractor.
- There is provision for special "packed meals" for guests leaving the guest house well before meal times. The steward shall provide this facility except when it causes a serious inconvenience to him.
- Special parties, large or small, can be organized in the guest houses for both official functions such as conferences, short term courses, visit of special dignitaries etc (in both North and South Blocks) and private functions (in North Block only). The menu and cost can be negotiated with the contractor. Special timings have to be followed for such events, if the Dining Hall is used.

- If guest house kitchen and/or dining hall is to be used, the contract shall necessarily be given to the steward of the Guest House. If the food service will be provided in a temporary structure (in North Block only), an outside caterer can be engaged. In that case, the host shall deposit a security fee of Rs.1000/- with the guest house contractor. The premises must be cleaned and structures dismantled within six hours of the end of the meals. The Guest House Contractor shall be responsible for correcting any deficiency in cleaning and charging the expenses plus 50% as management cost from the deposit. In case of a dispute, the decision of PIC (Guest House) shall be final.

XI. Information

For information on the guest house, employees, students, alumni and visitors may visit the Institute web site or contact the steward at the Front desks. They may also feel free to contact:

Manager, NIT Guest House
NIT Rourkela,
Rourkela – 769 008
Email : managergh@nitrkl.ac.in
Phone : 0661-246-4034(Office), 246-4000(SB), 246-4100(NB)

or

Professor in Charge of Institute Guest House

XII. Miscellaneous

- Accommodation charges are approximately on 24 hour basis, with night accommodation playing a crucial role. Persons checking in or out between 9 pm and 6 am will be charged one extra day's tariff, if in the opinion of the PIC-GH, another guest has been deprived of accommodation because of occupation of the room during normal sleeping hours. This provision can be waived at the discretion of the guest house management when there is reduced demand for rooms.
- There will be a minimum charge of one day on every guest (Except for Brief Stay booking) irrespective of the duration spent in the guest house.
- Accompanying spouses and minor children will be given the same category as the main guests.
- Staying in the guest house much beyond the legitimate period of business is not permitted, even if the guest is willing to pay the tariff.
- If a guest damages any institute property, litters the environment, spits, drinks, smokes, misbehaves or causes any other nuisance, the institute shall recover from him (or from the person making the booking) the cost of correcting the damage along with a management cost and a punitive cost to be decided by the PIC-Guest House or a higher authority.
- In case of any complaints, or suggestions guests and their hosts should communicate in writing with :
 - (a) Professor in Charge of Guest House,
 - (b) Deputy Director, or
 - (c) Director
- Any legal issues resulting out of guest house services shall be decided within the jurisdiction of Rourkela courts.

XIII. Exceptions

Notwithstanding anything stated in these regulations, the director, at his discretion, can authorize administrative measures different from those stated above for meeting unanticipated circumstances, or the improvement of services.



☐ North Block
☐ South Block

National Institute of Technology, Rourkela
Requisition for Booking Accommodation in Guest House

1. Category of Guest ☐ A1 ☐ B ☐ C1 ☐ C2 ☐ D
3. Purpose of Visit : _____
4. Justification of Category proposed : _____
5. Name & Address of Guest(s) : _____

6. Expected Arrival : Date : _____ Time : _____
7. Expected Departure : Date : _____ Time : _____
8. Type of Accommodation (tick one) : ☐ Twin sharing basis ☐ Full room
☐ Suite ☐ Special Suite ☐ Brief Stay
9. Number of guests : Adults _____ children _____
: No. of rooms requested : _____
10. Food required on arrival (if any) : _____
11. Billing instructions
(i) Category A & B1 :
Dept. Fund (Account head) : _____
Project ID/ CE Programme ID : _____
(ii) Category B2, C & D :
☐ Charges will be paid by the undersigned. Please do not bill the guest.
☐ Charges will be paid by the guest. If not paid, please bill the undersigned.
12. Person making the booking : Name _____
Relation with the Guest : _____
EC/ Roll No. _____
Designation : _____ Department: _____

Signature

13. Declaration :

I am aware of the regulations governing the guest house. I undertake to pay the tariff of my guest (including food charges and penalty if any) if he doesn't settle the bill before leaving the Guest House.

Signature of the applicant

For Office Use only

- ☐ Approved ☐ South Block ☐ North Block, Category : _____ Room Nos: _____
- ☐ To be considered when vacancy occurs
- ☐ Regret, Reason _____
- ☐ Recommended to PIC for decision

Manager, Guest House

PIC, Guest House



**National Institute of Technology
Rourkela**

Dear Guest

Welcome to the Guest House of NIT Rourkela. We sincerely wish your stay here to be pleasant, comfortable and memorable with the modern amenities and warm personalized service that we strive to provide. We, however, need your cooperation to provide superior hospitality to our guests. The following are some ways you can assist the guest house to meet this objective.

- The following are meal timings. Please do not embarrass the guest house staff by asking for meals outside these hours.

Bed Tea: 6.00 - 6.30 am	Breakfast: 7.30 - 9.00 am
Lunch: 12.30 - 1.30 pm	Dinner: 8.00 - 9.00 pm

Tea, Coffee, Cold drinks/Fruit juice (in the lobby or lounge) : at the convenience of the kitchen staff.
- Room service is strictly forbidden except for bed tea and drinking water.
- If you are leaving much before normal meal times, our caterer can give you a packed meal. Please do not hesitate to contact Front Desk with sufficient time in hand.
- Smoking, consumption of alcohol, chewing paan and tobacco is strictly prohibited in the Guest House, including rooms, corridors and lawns.
- Laundry service is available at commercial rates, please contact the Front Desk.
- Never leave any cash, jewellery, mobile phone or other valuables in the room. It is not feasible to provide security to your valuables.
- Please close the windows and switch off air conditioner, geyser and T.V. whenever you leave the room.
- Please leave room keys at Front Desk when you go out, even temporarily.
- Please inform the reception about your departure and settle your account well in advance.
- The Institute does not normally provide transportation to city or railway station to guests other than those of category A. But the Front Desk may help you with a list of private service providers.
- Room charges are levied on 24 hour basis with a preference for night accommodation. If you are leaving in the late evening, please check out early so that another guest can be accommodated for the night.
- Telephone is available in every room. The phone number is 4000+Room No. Front Desk phone numbers are : South Block – 4000, North Block – 4100 and Manager GH - 4034
- For any specific information, please feel free to contact Front Desk or speak to Dr. Samir Mohanty, Manager, Guest House at extension 4034 [0661-246-4034 from outside], or to send an email to Professor in Charge of Guest House at pic-gh@nitrkl.ac.in
- Your suggestions are very valuable to us. Please fill up the suggestion card and drop in the suggestion box kept at the Front Desk.
- Please help us to keep the guest houses clean and tidy at all times. Please never drop a piece of waste paper or plastic outside the dust bin.

**Guest House Management
NIT Rourkela**



National Institute of Technology, Rourkela
INSTITUTE GUEST HOUSE

Guest's Feedback and suggestions

Dear Guest,

At NIT Guest House, we are constantly striving to provide a comfortable and hygienic accommodation to our guests. Your feedback will help us achieve our goal. Please take a minute, fill up the form below and drop it in the suggestion box kept at the Front Desk. Thank you for your cooperation.

PIC - Guest House

1. Name of Guest : _____
2. Address : _____
Phone : _____ Email : _____
Room No: _____ Date of arrival : _____ Date of Departure : _____

3.

Sl No	Facility/ Service	Poor	Barely acceptable	Good	Excellent	No scope to observe
1	The procedure of booking a room					
2	Infrastructure – Building and facilities					
3	Cleanliness and maintenance of Reception, Lounge, dining hall, corridors etc.					
4	Cleanliness and Maintenance of room and toilet					
5	Cleanliness and Maintenance of linen and furniture					
6	Courtesy and efficiency of Reception staff during check in, check out and other times.					
7	Adequacy of secondary facilities (Lounge, Lecture room, telephone)					
8	Courtesy and efficiency of staff in dining hall					
9	Quality of food and food hygiene					
10	Information on guest house					

Suggestions for improvement:

Signature of Guest

To
Manager
Institute Guest House,
NIT Rourkela



National Institute of Technology, Rourkela
INSTITUTE GUEST HOUSE

BILL FOR GUEST HOUSE CHARGES

North Block ☐

South Block ☐

Bill No. _____

Date : _____

Booking No. _____

Date : _____

Booked by : _____

Room Nos. _____

Guest's name : _____ No. of guests : _____

Period of stay/activity : from _____ to _____

A. Room and other facilities:

Particulars	Amount in Rs.
Room Charges :	Rs. _____
Dining Hall (North Block & Lobby)	Rs. _____
Dining Hall (South Block & Lobby)	Rs. _____
Meeting Room (South Block)	Rs. _____
Lecture Hall (South Block)	Rs. _____
Total	Rs. _____

B. Meal Charges : Please settle meal charges directly with the Steward or his staff.

Please pay room charges to :
"NIT Rourkela Guest House A/c"

Manager, Institute Guest House

To

Received Rs. _____ (Rupees _____)
only toward guest house charges, vide receipt No. _____ dt. _____

Manager, Institute Guest House



National Institute of Technology

Rourkela

Institute Guest House (North Block/South Block)

Meal Request Register

Date : _____

Day of week _____

Guests are requested to inform the caterer about lunch and dinner at least four hours in advance, i.e. before 8.30 am for lunch and before 4.00 pm for dinner. Please write number of meals (including you and accompanying guests) or put a cross (x) for no meal.

Sl. No.	Room No	Name of the Visitor	Category	Bed Tea 6.00 – 6.30 am	Breakfast 7.30 – 9.00 am		Lunch 12.30 – 1.30 pm		Dinner 8.00 - 9.00 pm		Signature
					Veg	Non - Veg	Veg	Non-Veg	Veg	Non-Veg	
1											
2											
3											
4											
5											
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15											

Meal Tariff and other Rules

Breakfast : Rs. 25/-* ; Lunch & Dinner : Rs. 55/-* (Non- Veg) & Special Veg ; Rs. 35/-* for general Veg.

Tea/coffee/soft drinks/snacks: Please contact the contractor

Room service not permitted except for bed tea and drinking water. Meal timings are strictly followed.



National Institute of Technology, Rourkela
Institute Guest House (North Block/South Block)

Booking Register

[illegible]



National Institute of Technology, Rourkela
Guest House (North Block)
Room Booking Status

The numbers in the boxes refer to booking serial number.
Encircled booking numbers refer to rooms with two guests.

Room No	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
101																															
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OIC, Guest House



National Institute of Technology, Rourkela
Guest House (South Block)
Room Booking Status

Page 1/2

The numbers in the boxes refer to booking serial number.
Encircled booking numbers refer to rooms with two guests.

Room No	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
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**Model Recruitment Rules (RRs) for Non – Faculty
posts in National Institutes of Technology (NITs)**

Model Recruitment Rules for the post of "Registrar" in NITs

1.	Name of the Post	Registrar
2.	Number of posts	01
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 4 (₹37400 – 67000) with Grade Pay of ₹10000/-
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Preferably below 57 years
7.	Educational and other qualifications required for direct recruits	<p><u>Essential:</u> Masters' degree in any discipline with at least 55% marks or its equivalent grade 'B' in the UGC 7 point scale from a recognized University/Institute.</p> <p><u>Experience:</u></p> <ul style="list-style-type: none"> i) At least 15 years' experience as Assistant Professor in the AGP of ₹7000/- and above or with 8 years of service in the AGP of ₹8000/- and above including Associate Professor along with experience in educational administration, or ii) Comparable experience in research establishment and/or other institutions of higher education, or iii) 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or equivalent. <p><u>Desirable</u></p> <ul style="list-style-type: none"> i) Qualification in area of Management / Engineering / Law. ii) Experience in handling computerized administration / legal / financial / establishment matters.
8.	Whether age and educational qualifications prescribed for direct recruits	Yes, as per col. 6 & 7.
9.	Period of probation, if any	Not Applicable
10.	Method of Recruitment : whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	Direct recruitment, failing which on deputation or contract basis for tenure of up to 5 years or till attaining the age of 62 years whichever is earlier, or as fixed by Govt. of India by orders issued in this regard from time to time.
11.	In case of recruitment. by deputation /transfer, grades from which deputation/ transfer to be made	<p><u>Deputation or on Contract basis</u></p> <p>Officers under the Central / State Governments / Universities / Recognized Research Institutes or Institutes of national importance or Govt. laboratory or PSU:-</p> <ul style="list-style-type: none"> a) i) Holding analogous post or ii) With at least 3 years regular service in posts with GP of ₹8700/- as per 6th Central Pay Commission or equivalent; and b) Possessing educational qualification and experience as prescribed in Col. 7.
12.	If DPC exists, what is its composition	Not applicable
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Deputy Registrar" in NITs

1.	Name of the Post	Deputy Registrar
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB-3 (₹15600 – 39100) with Grade Pay of ₹7600/-. After eight years of service as Deputy Registrar with Grade Pay of ₹7600/- an incumbent will automatically move to the higher Grade Pay of ₹8700/- with the same designation.
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Preferably Below 45 years
7.	Educational and other qualifications required for direct recruits	<p>Essential: Masters' degree in any discipline with at least 55% marks or its equivalent Grade 'B' in the UGC 7 point scale from a recognized University / Institute.</p> <p>Experience: i) 9 years' experience as Assistant Professor in the AGP of ₹6000/- and above with experience in educational administration, or ii) Comparable experience in research establishment and/or other institutions of higher education, or iii) 5 years of administrative experience as Assistant Registrar or equivalent.</p> <p>Desirable i) Qualification in area of Management / Engineering / Law. ii) Experience in handling computerized administration / legal / financial / establishment matters. iii) A Chartered or Cost Accountant degree or diploma for the post of Deputy Registrar (Finance and Accounts) or Deputy Registrar (Internal Audit).</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age : No Educational Qualification: Yes
9.	Period of probation, if any	2 years
10.	Method of Recruitment : whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	75% Direct Recruitment 25% on promotion failing which by deputation / contract failing in both by direct recruitment.
11.	In case of recruitment, by promotion/ deputation, grades from which promotion/ deputation to be made	<p>Promotion: Assistant Registrar with a regular service at least 10 years, with at least 5 years with GP of ₹6600/-</p> <p>Deputation: Officers from the Central / State Government or Institutes of national importance or Universities / University level Institution or PSU / Industry : a) i) holding analogous post or ii) With at least 5 years' service in posts in the GP pay of ₹6600/- as per Central Pay Commission or its equivalent and having experience in administration, establishment and accounts matters. b) Possessing educational qualification as prescribed in Col. 7.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Assistant Registrar" in NITs

1.	Name of the Post	Assistant Registrar
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 3 (₹15,600 – 39,100) with Grade Pay of ₹5400/-. After eight years of service as Assistant Registrar with GP of ₹5400/-, an incumbent will be assessed by the DPC for moving to the higher GP of ₹6600/- with the same designation.
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Not exceeding 35 years
7.	Educational and other qualifications required for direct recruits	<p>Essential: Masters' degree in any discipline with at least 55% marks or its equivalent Grade 'B' in the UGC 7 point scale from a recognized University / Institute with excellent academic record.</p> <p>OR</p> <p>Employees of the institute serving as Superintendent SG-II or Secretary (Selection Grade II) for at least 6 years at Grade Pay of ₹4800/- or higher with Master's degree, and exemplary performance record. [Age bar not applicable; no relaxation in educational qualifications.]</p> <p>Desirable</p> <p>i) Qualification in area of Management / Engineering / Law. ii) Experience in handling computerized administration / legal / financial / establishment matters. iii) A Chartered or Cost Accountant degree or diploma for the post of Assistant Registrar (Finance and Accounts).</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age: No Educational qualification: yes
9.	Period of probation, if any	2 Years
10.	Method of Recruitment : whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	<p>75% Direct recruitment, failing which by deputation.</p> <p>25% by Promotion failing which by deputation/ contract, failing which in both, by direct recruitment.</p>
11.	In case of recruitment, by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<p>Promotion: From the post of Superintendent (SG-I) or Secretary (SG-I) through prescribed test and interview.</p> <p>Deputation: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: a) Holding analogous post, and b) Possessing educational qualification and experience as prescribed in Col. 7.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Librarian" in NITs

1.	Name of the Post	Librarian
2.	Number of posts	01
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 4 (₹37,400 – 67,000) with AGP of ₹10000/-
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Preferably below 55 years
7.	Educational and other qualifications required for direct recruits	Essential: (i) Master's Degree in Library Science / Information Science / documentation with CGPA of 6.5 in 10 point scale or at least 60% marks or its equivalent grade of 'B' in the UGC seven point scale and consistently good academic record set out in these Regulations. (ii) At least ten years as a Deputy Librarian in the library of a technical university, educational institute of national importance, or any other large technical library at least five years being spent on a post with AGP of ₹8700/- or an equivalent post. (iii) Evidence of innovative library service and organization of published work.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable
9.	Period of probation, if any	One year
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% Direct Recruitment, failing which on deputation / contract.
11.	In case of recruitment by promotion/deputation/absorption, grades from which promotion/ deputation/ transfer to be made	Deputation: Officers from the Central/ State Government or Institutes of national importance or Universities / University level Institution or PSU / Industry : a) i) holding analogous post or ii) With at least 5 years' service in posts in the AGP pay of ₹9000/- as per Central Pay Commission or its equivalent and having experience in administration, establishment and accounts matters. b) Possessing educational qualification as prescribed in Col. 7.
12.	Composition of DPC or Selection Committee	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Deputy Librarian" in NITs

1.	Name of the Post	Deputy Librarian
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 3 (₹15,600 – 39,100/-) with AGP of ₹8000/-. After Five years of service as Deputy Librarian with AGP of ₹8000/-, an incumbent will automatically move to the higher GP of ₹9000/- with the same designation.
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Preferably below 45 years; age bar relaxed for employees of NIT serving as Assistant Librarian.
7.	Educational and other qualifications required for direct recruits	Essential: (i) Master's Degree in Library Science/ Information Science / Documentation with CGPA of 6.5 in 10 point scale or at least 60% of the marks or its equivalent grade of 'B' in the UGC seven point scale and a consistently good academic record. (ii) Ten years experience as an Assistant University Librarian/out of which at least 5 years to be in a post with AGP of ₹7000/- or an equivalent post. (iii) Evidence of innovative Library Service and organization of published work and professional commitment, computerization of library.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age: No Educational qualification: yes
9.	Period of probation, if any	One year
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	75% Direct recruitment, failing which by deputation. 25% by Promotion failing which by deputation / contract, failing which in both, by direct recruitment.
11.	In case of recruitment. by promotion/deputation/absorption, grades from which promotion/ deputation / absorption to be made.	Promotion: From Assistant Librarian with a regular service of at least 10 years with relevant experience out of which at least 5 years should be with GP of ₹7000/-, through prescribed test and interview. Deputation: Officers from the Central / State Government or Institutes of national importance or Universities / University level Institution or PSU : a) i) holding analogous post or ii) With at least 5 years' service in posts in the GP of ₹6600/- as per Central Pay Commission or its equivalent and having experience in administration, establishment and accounts matters. b) Possessing educational qualification and experience as prescribed in Col. 7.
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Assistant Librarian" in NITs

1.	Name of the Post	Assistant Librarian
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 3 (₹15,600 – 39,100) with AGP of ₹6000/-. After Five years of service as Deputy Librarian with AGP of ₹6000/-. an incumbent will automatically move to the higher GP of ₹7000/- with the same designation.
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Not exceeding 35 years; age bar not applicable to employees of NIT serving as Library and Information Assistant (Selection Gr. II) for at least 6 years with GP of ₹4800/-.
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>(i) Master's Degree in Library Science / Information Science / Documentation Science or an equivalent professional degree with CGPA of 6.5 in 10 point scale or at least 60% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with superior knowledge of computerized library service.</p> <p>(ii) Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.</p> <p>(iii) However, candidates, who are or have been awarded Ph.D. degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET / SLET / SET for recruitment and appointment Assistant Librarian.</p> <p>Desirable: PG Diploma in Library Automation and Networking or PGDCA or equivalent.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age: No Educational qualification: yes
9.	Period of probation, if any	2 years
10.	Method of Recruitment : whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	<p>75% Direct recruitment, failing which by deputation.</p> <p>25% by Promotion failing which by deputation / contract, failing which in both, by direct recruitment.</p>
11.	In case of recruitment. by promotion/deputation/absorption, grades from which promotion/ deputation/ absorption to be made	<p>Promotion: Promotion from the post of Library & Information Assistant (SG-I) of the NITs through prescribed test and interview.</p> <p>Deputation: Officers from the Central/ State Governments or Institutes of national importance or Universities / University level Institution or PSU : a) Holding analogous post, and b) Possessing educational qualification and experience as prescribed in Col. 7.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

**Model Recruitment Rules for the post of
"Principal Scientific / Technical Officer (General / ICT / Research)" in NITs**

1.	Name of the Post	Principal Scientific/ Technical Officer
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 3 (₹15,600 – 39,100/-) with Grade Pay of ₹7600/-
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Not exceeding 45 years
7.	Educational and other qualifications required for direct recruits	<p>Principal Scientific/ Technical Officer</p> <p>Essential: i) B.E. / B.Tech. or M.Sc. / MCA Degree in relevant field with first class or equivalent grade (6.5 in 10 point scale or 60% marks) and consistently excellent academic record.</p> <p>Experience: 20 years industrial, research, ICT or other relevant experience of which at least 5 years should be at the level of Senior Scientific/ Technical Officer or equivalent with GP of ₹8700/-.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Yes Age bar will be relaxed.
9.	Period of probation, if any	2 years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% by direct recruitment, failing which by deputation / contract.
11.	In case of recruitment by deputation /transfer, grades from which deputation/ transfer to be made	<p>Deputation:</p> <p>Officers from the Central / State Governments or Institute of national importance or Universities / University level Institution or PSU :</p> <p>a) i) holding analogous post or ii) With at least 5 years' service in posts with GP of ₹6600/- as per 6th Central Pay Commission or its equivalent. and b) Possessing educational qualification and experience as prescribed in Col. 7.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

**Model Recruitment Rules for the post of
"Senior Scientific / Technical officer (General / ICT / Research)" in NITs**

1.	Name of the Post	Senior Scientific / Technical officer
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 3 (₹15,600 – 39,100/-) with Grade Pay of ₹6600/-. After Five years of service as Senior Scientist and Technical Officer with GP of ₹6600/-, an incumbent will automatically move to the higher GP of ₹7600/- with the same designation.
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Not exceeding 40 years
7.	Educational and other qualifications required for direct recruits	Senior Scientific / Technical Officer (General) Essential: i) B.E. / B.Tech. or M.Sc. / MCA Degree in relevant field with first class or equivalent grade (6.5 in 10 point scale) and consistently excellent academic record. Experience: Ten years industrial research, ICT or other relevant experience with application so as to meet the needs of an NIT, at least five years of which should be in the post carrying GP of ₹6600/- or equivalent post.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Qualification: Yes Age bar: No
9.	Period of probation, if any	2 years for direct recruits
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	75% Direct recruitment, failing which by deputation. 25% by Promotion failing which by deputation / contract, failing which in both, by direct recruitment.
11.	In case of recruitment by deputation /transfer, grades from which deputation/ transfer to be made	Deputation: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU : a) i) holding analogous post or ii) With at least 5 years' service in posts with GP of ₹5400/- as per 6th Central Pay Commission or its equivalent ; and b) Possessing educational qualification and experience as prescribed in Col. 7. Promotion: Scientific / Technical Officer with regular service of 10 years, out of which 5 years to be with GP of ₹5400/-.
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

**Model Recruitment Rules for the post of
"Scientific / Technical Officer (General / ICT / Research)" in NITs**

1.	Name of the Post	Scientific / Technical Officer
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 3 (₹15,600 – 39,100/-) with Grade Pay of ₹5400/-. After Five years of service as Scientist and Technical Officer with GP of ₹5400/-, an incumbent will automatically move to the higher GP of ₹6600/- with the same designation.
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Not exceeding 35 years.
7.	Educational and other qualifications required for direct recruits	<p>Scientific / Technical Officer</p> <p>Essential:</p> <p>i) B. E. /B. Tech or M. Sc /MCA Degree in relevant field with first class or equivalent grade (6.5 in 10 point scale) and consistently excellent academic record. OR</p> <p>ii) Employees of the Institute serving as Technical Asst. (Selection Gr. II) for at least 6 years (Grade Pay ₹4800/-) or higher in the institute. (Age bar not applicable; in relaxation in qualification or academic standard)</p> <p>Desirable:</p> <p>Work experience in relevant field, e.g. maintenance of Scientific equipment, system administration, software development, fabrication and support to research.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	<p>Qualification: Yes</p> <p>Age bar: No</p>
9.	Period of probation, if any	2 years for direct recruit
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	<p>75% Direct recruitment, failing which by deputation.</p> <p>25% by Promotion failing which by deputation / contract, failing which in both, by direct recruitment.</p>
11.	In case of recruitment, by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<p>Promotion</p> <p>Promotion from the post of Technical Assistant (Selection Grade.I) of the NITs through prescribed test and interview.</p> <p>Deputation or Contract basis:</p> <p>Officers of the Central / State / PSU / Statutory or Autonomous organizations or University/Institutions of national importance:</p> <p>a) Holding analogous post or</p> <p>b) Possessing educational qualification and experience as prescribed in Col. 7.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

**Model Recruitment Rules for the post of
"Principal Students Activity & Sports (SAS) Officer" in NITs**

1.	Name of the Post	Principal Students Activity & Sports (SAS) Officer
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 4 (₹37,400 – 67,000/-) with Grade Pay of ₹10000/-
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Preferably Below 50 years
7.	Educational and other qualifications required for direct recruits	<p>Essential: (i) First Class Master's Degree in Physical Education or in Sports Science with at least 60% marks (or equivalent grade wherever grading system is followed) with a consistently good academic record; Record of having represented the University/College at the inter-University/Inter-Collegiate competitions or State and/or national championships; Qualifying in the national-level test conducted for the purpose by the UGC or any other agency approved by the UGC and passed the physical fitness test conducted in accordance with these regulations. OR First Class Master's Degree in Fine Arts or Performing/Visual Arts, Journalism and Mass Communication or First Class Master's degree in Arts or Science or Bachelor's degree in engineering followed by a diploma of at least one year's duration in Fine Arts or Visual / Performing Arts. ii) Record of strong involvement and proven track record of participating in sports, drama, music, films, painting, photography, journalism, event management or other student / event management activities during college/university studies. iii) Record of organizing such events as student convener or in later part of life. Desirable: Experience in guiding groups of students in creative activities. Experience: Relevant experience of 20 years in post as SAS Officer or higher including 10 years of experience as Senior SAS Officer or equivalent having strong involvement and proven track record in teaching and organizing sports, drama, music, films, painting, photography, Journalism, event management or other student activities.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable
9.	Period of probation, if any	2 years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100 % Direct Recruitment failing which through deputation or contract basis.
11.	In case of recruitment by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<p>Deputation or Contract basis: Officers from the Central / State Government or Institutes of national importance or Universities / University level Institution or PSU : a) i) Holding analogous post or ii) With at least 10 years' regular service in posts in with AGP of ₹8000/- or GP of ₹7600/- as per 6th Central Pay Commission or equivalent; OR 5 years' service should be with AGP of ₹9000/- or GP of ₹8700/-. b) Possessing educational qualification and experience as prescribed in Col. 7.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

**Model Recruitment Rules for the post of
"Senior Students Activity & Sports (SAS) Officer SAS" in NITs**

1.	Name of the Post	Senior Students Activity & Sports (SAS) Officer
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 3 (₹15,600 – 39,100/-) with Grade Pay of ₹8000/-. After Five years of service as SAS Officer with AGP of ₹8000/-, an incumbent will automatically move to the higher GP of ₹9000/- with the same designation.
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Not exceeding 45 years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>(i) First Class Master's Degree in Physical Education or in Sports Science with at least 60% marks (or equivalent grade in a point scale wherever grading system is followed) with a consistently good academic record; Record of having represented the University/College at the inter-University/Inter-Collegiate competitions or State and/or national championships;</p> <p>Qualifying in the national-level test conducted for the purpose by the UGC or any other agency approved by the UGC and passed the physical fitness test conducted in accordance with these regulations.</p> <p>OR</p> <p>First Class Master's Degree in Fine Arts or Performing/Visual Arts, Journalism and Mass Communication or First Class Master's degree in Arts or Science or Bachelor's degree in engineering followed by a diploma of at least one year's duration in Fine Arts or Visual / Performing Arts.</p> <p>ii) Record of strong involvement and proven track record of participating in sports, drama, music, films, painting, photography, journalism, event management or other student / event management activities during college/university studies.</p> <p>iii) Record of organizing such events as student convener or in later part of life.</p> <p>Desirable:</p> <p>Experience in guiding groups of students in creative activities.</p> <p>Experience:</p> <p>Relevant experience of 10 years in post as SAS Officer or instruction or equivalent post in University/ Institute of National importance/Central / State Govt. or similar organization having strong involvement and proven track record in organizing teaching sports, drama, music, films, painting, photography, Journalism, event management or other student activities.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Qualification: Yes Age bar: No
9.	Period of probation, if any	2 years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	<p>75% Direct recruitment, failing which by deputation.</p> <p>25% by Promotion failing which by deputation / contract, failing which in both, by direct recruitment.</p>
11.	In case of recruitment by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<p>Promotion:</p> <p>SAS Officer with regular service of 10 years, out of which 5 years to be with AGP of ₹7000.00 or equivalent post.</p> <p>Deputation:</p> <p>Officers from the Central / State Government or Institutes of national importance or Universities / University level Institution or PSU :</p> <p>a) i) holding analogous post or</p> <p>ii) With at least 5 years' service in posts in the AGP of ₹7000/- or equivalent or 10 years' service with AGP of ₹6000/- (or GP of ₹5400/-) as per 6th Central Pay Commission; and</p> <p>b) Possessing educational qualification and experience as prescribed in Col. 7.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

**Model Recruitment Rules for the post of
"Students Activity & Sports (SAS) Officer" in NITs**

1.	Name of the Post	Students Activity & Sports (SAS) Officer
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 3 (₹15,600 – 39,100/-) with Grade Pay of ₹6000/-. After five years of service as SAS Officer with AGP of ₹6000/-, an incumbent will automatically move to the higher GP of ₹7000/- with the same designation.
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Not exceeding 35 years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>(i) First Class Master's Degree in Physical Education or Master's Degree in Sports Science with at least 60% marks (or equivalent grade in a point scale wherever grading system is followed) with a consistently good academic record; Record of having represented the University/College at the inter-University/Inter-Collegiate competitions or State and/or national championships; Qualifying in the national-level test conducted for the purpose by the UGC or any other agency approved by the UGC and passed the physical fitness test conducted in accordance with these regulations.</p> <p>OR</p> <p>First Class Master's Degree in Fine Arts or Performing/Visual Arts, Journalism and Mass Communication or First Class Master's degree in Arts or Science or Bachelor's degree in engineering followed by a diploma of at least one year's duration in Fine Arts or Visual / Performing Arts.</p> <p>ii) Record of strong involvement and proven track record of participating in sports, drama, music, films, painting, photography, journalism, event management or other student / event management activities during college/university studies.</p> <p>iii) Record of organizing such events as student convener or in later part of life.</p> <p>Desirable:</p> <p>Experience in guiding groups of students in creative activities.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Qualification: Yes Age bar: No
9.	Period of probation, if any	2 years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	75% Direct recruitment, failing which by deputation. 25% by Promotion failing which by deputation/ contract, failing which in both, by direct recruitment.
11.	In case of recruitment. by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<p>Promotion</p> <p>Promotion from the post of SAS Assistant (Selection Grade. I) of the NITs through prescribed test and interview</p> <p>Deputation or Contract basis:</p> <p>Officers of the Central /State or similar services / semi-Govt. / PSU / Statutory or Autonomous organizations or University / Institutions of national importance:</p> <p>a) Holding analogous post, and</p> <p>b) Possessing educational qualification and experience as prescribed in Col. 7.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Superintending Engineer" in NITs

1.	Name of the Post	Superintending Engineer
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 4 (₹37,400 – 67,000) with Grade Pay of ₹8700/-
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Preferably Below 50 years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) First class degree or equivalent grade in Engineering in relevant field from a recognized University / Institute.</p> <p>ii) 15 years' experience in relevant field as Engineer / (GP of ₹5400/-) or higher level from CPWD, State PWD or semi-Govt. / PSU / Statutory or Autonomous organization / University / Institutions of national importance/ reputed organization under Central / State Govt. of which 5 years should be as Senior Executive Engineer in the GP of ₹7600/- or its equivalent.</p> <p>Desirable:</p> <p>i) Knowledge of Computer-aided Design (CAD) and latest Management Technology/other relevant software.</p> <p>ii) Proven track record of handling construction projects / consultancy in organizations of repute.</p> <p>iii) Experience of working with high tension lines, electrical maintenance planning and execution of electrical works or civil engineering, Designing and estimation, construction management etc., as relevant to his specialization.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable
9.	Period of probation, if any	2 years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% Direct Recruitment failing which through deputation or contract basis (including short term contract)
11.	In case of recruitment, by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<p>Deputation or on Contract basis</p> <p>Officers of the Central PWD / State PWD or similar services / semi-Govt. / PSU / Statutory or Autonomous organization, University / Institutions of national importance / reputed organization under Central / State Govt.,</p> <p>a) i) holding analogous post or</p> <p>ii) with at least 10 years' regular service as Executive Engineer in the PB – 3 with GP of ₹6600/- as per the 6th Central Pay Commission or equivalent; and</p> <p>b) Possessing educational qualification and experience as prescribed in Col. 7.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Executive Engineer" in NITs

1.	Name of the Post	Executive Engineer
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 3 (₹15,600 – 39,100/-) with Grade Pay of ₹6600/-. After five years of service as Executive Engineer with GP of ₹6600/-, an incumbent will automatically move to the higher GP of ₹7600/- with the same designation.
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Not exceeding 40 years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>(i) First class degree or equivalent grade in Engineering (Electrical / Civil / Communication) from a recognized University / Institute.</p> <p>ii) 5 years' experience in relevant field as Engineer / Asst. Engineer (in PB-3 and GP of ₹5400/-) from CPWD / State PWD or similar organized services / semi-Govt. / PSU / Statutory or Autonomous organization / Universities / reputed Institute or organizations under Central / State Govt.</p> <p>Desirable:</p> <p>Knowledge of Computer-aided Design (CAD) and latest Management Technology / other relevant software.</p> <p>i) Proven track record of handling projects / works in reputed organization of relevant magnitude and qualities.</p> <p>ii) Experience of working with high tension lines, electrical maintenance planning and execution of electrical works or civil engineering, Designing and estimation, construction management etc., as relevant to the profession.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Qualification: Yes Age bar: No
9.	Period of probation, if any	2 years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	75% Direct recruitment, failing which by deputation. 25% by Promotion failing which by deputation / contract, failing which in both, by direct recruitment.
11.	In case of recruitment by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<p>Promotion:</p> <p>Engineer with regular service of 10 years, out of which 5 years to be with GP of ₹5400/- or equivalent post.</p> <p>Deputation:</p> <p>Officers of the CPWD / State PWD or similar organized / services / semi-Govt. / PSU / Statutory or Autonomous organization, University, Institute of national importance etc:-</p> <p>a) i) holding analogous posts or ii) with at least 5 years' regular service in posts in the PB-3 with GP of ₹5400/- Assistant Executive Engineer / Assistant Engineer as per 6th Central Pay Commission or equivalent; and</p> <p>b) Possessing educational qualification and experience as prescribed in Col. 7.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making	Not Applicable

recruitment	
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Model Recruitment Rules for the post of "Executive Engineer" in NITs

1.	Name of the Post	Executive Engineer
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 3 (₹15,600 – 39,100) with Grade Pay of ₹5400/-. After five years of service as Engineer with GP of ₹5400/-, an incumbent will automatically move to the higher GP of ₹6600/- with the same designation.
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	Not exceeding 35 years
7.	Educational and other qualifications required for direct recruits	Essential: First class Bachelor's degree or equivalent grade in Engineering (Electrical / Civil Engineering) from a recognized University / Institute. OR An institute employee serving as Asst. Engineer (SGII) for at least 6 years with "excellent" service record for past five years. [Age limit will be relaxed]. Desirable: Experience in handling large construction projects; knowledge of Computer-aided Design (CAD) and latest Management Technology/other relevant software applications.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Qualification : Yes Age bar : No
9.	Period of probation, if any	2 years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	75% Direct recruitment, failing which by deputation. 25% by Promotion failing which by deputation / contract, failing which in both, by direct recruitment.
11.	In case of recruitment. by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	Promotion Promotion from the post of Assistant Engineer (Selection Grade. I) of the NITs through prescribed test and interview Deputation: a) Officers of the CPWD / State PWD or similar organized services / semi-Govt. / PSU / Statutory or Autonomous organization / University, Institutes of national importance, holding analogous post on regular basis; or b) Possessing educational qualification and experience as prescribed in Col. 7.
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Executive Engineer" in NITs

1.	Name of the Post	Executive Engineer
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 3 (₹15,600 – 39,100/-) with Grade Pay of ₹6600/-. After five years of service as Executive Engineer with GP of ₹6600/-, an incumbent will automatically move to the higher GP of ₹7600/- with the same designation.
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Not exceeding 40 years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>(i) First class degree or equivalent grade in Engineering (Electrical / Civil / Communication) from a recognized University / Institute.</p> <p>ii) 5 years' experience in relevant field as Engineer / Asst. Engineer (in PB-3 and GP of ₹5400/-) from CPWD / State PWD or similar organized services / semi-Govt. / PSU / Statutory or Autonomous organization / Universities / reputed Institute or organizations under Central / State Govt.</p> <p>Desirable:</p> <p>Knowledge of Computer-aided Design (CAD) and latest Management Technology / other relevant software.</p> <p>i) Proven track record of handling projects / works in reputed organization of relevant magnitude and qualities.</p> <p>ii) Experience of working with high tension lines, electrical maintenance planning and execution of electrical works or civil engineering, Designing and estimation, construction management etc., as relevant to the profession.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Qualification: Yes Age bar: No
9.	Period of probation, if any	2 years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	75% Direct recruitment, failing which by deputation. 25% by Promotion failing which by deputation / contract, failing which in both, by direct recruitment.
11.	In case of recruitment by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<p>Promotion:</p> <p>Engineer with regular service of 10 years, out of which 5 years to be with GP of ₹5400/- or equivalent post.</p> <p>Deputation:</p> <p>Officers of the CPWD / State PWD or similar organized / services / semi-Govt. / PSU / Statutory or Autonomous organization, University, Institute of national importance etc:-</p> <p>a) i) holding analogous posts or ii) with at least 5 years' regular service in posts in the PB-3 with GP of ₹5400/- Assistant Executive Engineer / Assistant Engineer as per 6th Central Pay Commission or equivalent; and</p> <p>b) Possessing educational qualification and experience as prescribed in Col. 7.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making	Not Applicable

recruitment

Model Recruitment Rules for the post of "Executive Engineer" in NITs

1.	Name of the Post	Executive Engineer
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 3 (₹15,600 – 39,100) with Grade Pay of ₹5400/-. After five years of service as Engineer with GP of ₹5400/-, an incumbent will automatically move to the higher GP of ₹6600/- with the same designation.
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	Not exceeding 35 years
7.	Educational and other qualifications required for direct recruits	Essential: First class Bachelor's degree or equivalent grade in Engineering (Electrical / Civil Engineering) from a recognized University / Institute. QR. An institute employee serving as Asst. Engineer (SGII) for at least 6 years with "excellent" service record for past five years. [Age limit will be relaxed]. Desirable: Experience in handling large construction projects; knowledge of Computer-aided Design (CAD) and latest Management Technology/other relevant software applications.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Qualification : Yes Age bar : No
9.	Period of probation, if any	2 years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	75% Direct recruitment, failing which by deputation. 25% by Promotion failing which by deputation / contract, failing which in both, by direct recruitment.
11.	In case of recruitment. by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	Promotion Promotion from the post of Assistant Engineer (Selection Grade. I) of the NITs through prescribed test and interview Deputation: a) Officers of the CPWD / State PWD or similar organized services / semi-Govt. / PSU / Statutory or Autonomous organization / University, Institutes of national importance, holding analogous post on regular basis; or b) Possessing educational qualification and experience as prescribed in Col. 7.
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Senior Medical Officer" in NITs

1.	Name of the Post	Senior Medical Officer
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 3 (₹15,600 – 39,100) with Grade Pay of ₹7600/- + NPA as per rules
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Not exceeding 40 years
7.	Educational and other qualifications required for direct recruits	<p>Essential: MBBS Degree or equivalent qualification included in any one of the Schedules to the Indian Medical Council Act, 1956 (102 of 1956) and must be registered in a State Medical Register or Indian Medical Register.</p> <p align="center">or</p> <p>ii) Post Graduate qualification, preferably MD, in General medicine from a reputed medical education institute.</p> <p>Experience: For MBBS degree holders, experience of 5 years as Medical officer in a hospital or dispensary.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable
9.	Period of probation, if any	2 years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% Direct Recruitment failing which through deputation or contract basis
11.	In case of recruitment by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<p>Deputation or Contract basis: Officers of the Central / State or similar services / semi-Govt. / PSU / Statutory or Autonomous organizations or University / Institutions of national importance:</p> <p>a) i) Holding analogous post or ii) With at least 5 years' regular service in posts in the PB-3 with GP of ₹5400/- as per 6th Central Pay Commission or equivalent,</p> <p>b) Possessing educational qualification and experience as prescribed in Col. 7.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Note:

i) The Medical qualifications possessed by the candidates should have the recognition of the Medical Council of India.

ii) Completion of compulsory Rotating Internship Certificate, [Registration Certificate, an official document showing name of College / Institution from where degree/diploma has been done and official document showing name of the institution from where experience has been gained are required].

Model Recruitment Rules for the post of "Medical Officer" in NITs

1.	Name of the Post	Medical Officer
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 3 (₹15,600 – 39,100/-) Grade Pay of ₹5400/- + NPA as per rules
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	Not exceeding 35 years
7.	Educational and other qualifications required for direct recruits	<p>Essential: MBBS Degree or equivalent qualification included in any one of the Schedules to the Indian Medical Council Act, 1956 (102 of 1956) and must be registered in a State Medical Register or Indian Medical Register.</p> <p>Desirable : Post Graduate qualification, preferably MD, in General medicine.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable
9.	Period of probation, if any	2 years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% Direct Recruitment failing which through deputation or contract basis (including short term contract).
11.	In case of recruitment. by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<p>Deputation: Officers of the Central / State Govt. or similar organized services / semi-Govt. / PSU / Statutory or Autonomous organization / University / Institutes of national importance</p> <p>a) Holding analogous post on regular basis; b) Possessing the educational qualification as prescribed in Column No. 7.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Note:

- i) The Medical qualifications possessed by the candidates should have the recognition of the Medical Council of India.
- ii) Completion of compulsory Rotating Internship Certificate, [Registration Certificate, an official document showing name of College / Institution from where degree / diploma has been done and official document showing name of the institution from where experience has been gained are required.]
- iii) After five years of service as Medical Officer with GP of ₹5400/-, an incumbent may be assessed by the DPC for the higher GP of ₹6600/- with the same designation.

Model Recruitment Rules for the post of "Security Officer" in NITs

1.	Name of the Post	Security Officer
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB-3 (₹15,600 – 39,100/-) Grade Pay of ₹5400/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	Not exceeding 35 years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Bachelor degree from a recognized University / Institute which 5 years' experience in Supervising position in Army / Central paramilitary Forces in Govt. organization / educational / Private organization.</p> <p>ii) Preference will be given to the persons who have served in the Army / Central Paramilitary Forces or such uniformed services and possessing a valid Arms license.</p> <p>Desirable:</p> <p>i) Training and handling emergency situation like Fire Fighting, Rescue Operations, Floods, Earthquake etc.</p> <p>ii) Possessing a Diploma certificate in Security operations / Fire safety and disaster manager from a University / Institute / reputed organization.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable
9.	Period of probation, if any	2 years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% Direct Recruitment failing which through deputation or contract basis (including short term contract)
11.	In case of recruitment, by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<p>Deputation (Contract Basis)</p> <p>Officers of the Central / State Govt. / PSU / Statutory or Autonomous organization / University / Institutes of national importance:</p> <p>a) Holding analogous post on regular basis; or</p> <p>b) Possessing educational qualification and experience as prescribed in Col. 7.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Note: After five years' of service as Security Officer with GP of ₹5400/- an incumbent may be assessed by the DPC for the higher GP of ₹6600/- with the same designation.

Model Recruitment Rules for the post of "Junior Assistant" in NITs

1.	Name of the Post	Junior Assistant
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – C
4.	Scale of pay (Grade Pay, Band Pay)	PB : 1 (₹5,200 – 20,200/-) with Grade Pay of ₹2000/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	Below 27 years
7.	Educational and other qualifications required for direct recruits	10+2 in any discipline with a minimum Typing speed of 35 w.p.m. and proficiency in Computer Word Processing and Spread Sheet. Desirable: Proficiency in other computer skills; stenography skills.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable
9.	Period of probation, if any	2 years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% Direct Recruitment through an examination to be conducted by the Institute.
11.	In case of recruitment, by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	Not Applicable
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Senior Assistant" in NITs

1.	Name of the Post	Senior Assistant
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – C
4.	Scale of pay (Grade Pay, Band Pay)	PB – 1 (₹5,200 – 20,200/-) with Grade Pay of ₹2400/-.
5.	Whether Selection Post or non-Selection Posts	Selection (first time) / deputation later 50% by promotion and 50% by selection.
6.	Age limit for direct recruits	33 years
7.	Educational and other qualifications required for direct recruits	10+2 in any discipline with a minimum Typing speed of 35 w.p.m. and proficiency in Computer Word Processing and Spread Sheet. <u>Desirable:</u> Proficiency in other computer skills; stenography skills, Bachelor's degree in direct recruitment (selection) <u>Experience:</u> 6 years at the level of Junior Asst.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Qualification and experience: Yes Age bar: Relaxed
9.	Period of probation, if any	2 years for direct recruits only.
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	By promotion, failing which by deputation, failing in both by direct recruitment.
11.	In case of recruitment, by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<u>Promotion</u> Junior Assistant with 6 years' regular service at Grade pay of ₹2000/- selected on the basis of trade test, interview and service record, as specified under these regulations. <u>Deputation:</u> Officers of the Central / State Govt. or similar organized services / Semi-Govt. / PSU / autonomous organization / University / Institute of national importance: a) i) Holding analogous post; ii) 6 years' regular service with Grade Pay of ₹2000/- as Junior Assistant or its equivalent post.
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Assistant (Selection Grade-II)" in NITs

1.	Name of the Post	Assistant (Selection Grade – II)
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – C
4.	Scale of pay (Grade Pay, Band Pay)	PB : 1 (₹5,200 – 20,200/-) with Grade Pay of ₹2800/-
5.	Whether Selection Post or non- Selection Posts	Selection first time only and later only 50% by promotion and 50% by selection
6.	Age limit for direct recruits	39 years
7.	Educational and other qualifications required for direct recruits	10+2 in any discipline with a minimum Typing speed of 35 w.p.m. and proficiency in Computer Word Processing and Spread Sheet. Bachelor's Degree in case of direct recruitment. Desirable: Proficiency in other computer skills; stenography skills Experience: 6 years at the level of Senior Assistant
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Qualification & Experience: Yes Age bar: Relaxed.
9.	Period of probation, if any	2 years for direct recruits only.
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	By promotion, failing which by deputation, failing in both by direct recruitment.
11.	In case of recruitment. by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	Promotion Senior Assistant with 6 years' regular service with Grade pay of ₹2400/- selected on the basis of trade test, interview and service record, as specified under these regulations. Deputation: Officers of the Central / State Govt. or similar organized services / Semi-Govt. / PSU / autonomous organization / University / Institute of national importance: - i) Holding analogous post; ii) 6 years' regular service with Grade Pay of ₹2400/- as Senior Assistant or its equivalent post.
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Stenographer" in NITs

1.	Name of the Post	Stenographer
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – C
4.	Scale of pay (Grade Pay, Band Pay)	PB – 1 (₹5,200-20,200) with Grade Pay of ₹2400/-
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Below 27 years
7.	Educational and other qualifications required for direct recruits	<u>Essential:</u> 12 th standard pass or equivalent from a recognized Board or University. Minimum speed in short hand 80 w.p.m. in Stenography. <u>Desirable</u> Proficiency in Computer Word processing and spread sheet with advance skills.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable
9.	Period of probation, if any	2 years
10.	Method of Recruitment : whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% Direct Recruitment through examinations to be conducted by the Institute.
11.	In case of recruitment. by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	Not Applicable
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Senior Stenographer" in NITs

1.	Name of the Post	Senior Stenographer
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – C
4.	Scale of pay (Grade Pay, Band Pay)	PB – 1 (₹5,200-20,200) with Grade Pay of ₹2800/-.
5.	Whether Selection Post or non-Selection Posts	Selection(first time) / deputation later 50% by promotion and 50% by direct recruitment
6.	Age limit for direct recruits	33 years
7.	Educational and other qualifications required for direct recruits	<p>Essential: 12th standard pass or equivalent from a recognized Board or University. Minimum speed in short hand 100 w.p.m. in Stenography.</p> <p>Desirable: Bachelor's degree in case of direct recruitment. Proficiency in Computer Word processing and spread sheet with advance skills.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Qualification and experience: Yes Age bar: Relaxed
9.	Period of probation, if any	2 years for direct recruits only.
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	By promotion, failing which by deputation, failing in both by direct recruitment.
11.	In case of recruitment, by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<p>Promotion: Stenographer with 6 years' regular service with Grade pay of ₹2400/- selected on the basis of trade test, interview and service record, as specified under these regulations.</p> <p>Deputation: Officers of the Central / State Govt. or similar organized services / Semi-Govt. / PSU / autonomous organization / University / Institute of national importance: - i) Holding analogous post; ii) 6 years' regular service with Grade Pay of ₹2400/- as Stenographer or its equivalent post.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of
"Stenographer Selection Grade-II" in NITs

1.	Name of the Post	Stenographer Selection Grade-II
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – B
4.	Scale of pay (Grade Pay, Band Pay)	PB – 2 (₹9,300-34,800) with Grade Pay of ₹4200/-
5.	Whether Selection Post or non-Selection Posts	Selection(first time) / deputation later 50% by promotion and 50% by direct recruitment
6.	Age limit for direct recruits	39 years
7.	Educational and other qualifications required for direct recruits	Essential: 12 th standard pass or equivalent from a recognized Board or University. Minimum speed in short hand 100 w.p.m. in Stenography. Bachelor's degree in case of direct recruitment. Desirable: Proficiency in Computer Word processing and spread sheet with advance skills.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Qualification and experience: Yes Age bar: Relaxed
9.	Period of probation, if any	2 years for direct recruits only.
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	By promotion, failing which by deputation, failing in both by direct recruitment.
11.	In case of recruitment. by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	Senior Stenographer with 6 years' regular service with Grade pay of ₹2800/- selected on the basis of trade test, interview and service record, as specified under these regulations. Deputation: Officers of the Central / State Govt. or similar organized services / Semi-Govt. / PSU / Autonomous organization / University / Institute of national importance:- i) Holding analogous post; ii) 6 years' regular service with Grade Pay of ₹2800/-as Senior Stenographer or its equivalent post.
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of
"Technician, Laboratory Assistant, Work Assistant" In NITs

1.	Name of the Post	Technician, Laboratory Assistant, Work Assistant
2.	Number of posts	As per sanctioned strength
3.	Classification	Group - C
4.	Scale of pay (Grade Pay, Band Pay)	PB - 1 (₹5,200 - 20,200) with Grade Pay of ₹2000/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	Below 27 years
7.	Educational and other qualifications required for direct recruits	B.Sc. Degree in relevant field from a recognized University/Institute (Laboratory Assistant). Or Senior secondary (10+2) from a recognized board and ITI Course of one year or higher duration in appropriate trade (Technician or Work Assistant). Or Matric with at least 60% marks and ITI Certificate of 2 year's duration in appropriate trade (Technician or Work Assistant). Or Diploma in Engineering of three years' duration from a recognized Polytechnic / Institute (Technician, Work Assistant).
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable
9.	Period of probation, if any	2 years
10.	Method of Recruitment : whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% Direct Recruitment
11.	In case of recruitment, by promotion/deputation/absorption, grades from which promotion/deputation/ absorption to be made	Not applicable
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

**Model Recruitment Rules for the post of
“Senior Technician, Senior Laboratory Assistant, Senior Work Assistant” in NITs**

1.	Name of the Post	Senior Technician, Senior Laboratory Assistant, Senior Work Assistant
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – C
4.	Scale of pay (Grade Pay, Band Pay)	PB – 1 (₹5,200 – 20,200) with Grade Pay of ₹2400/-
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Not exceeding 33 years.
7.	Educational and other qualifications required for direct recruits	<p>B.Sc. Degree in relevant field from a recognized University/Institute (Laboratory Assistant).</p> <p>Or</p> <p>Senior secondary (10+2) from a recognized board and ITI Course of one year or higher duration in appropriate trade (Technician or Work Assistant).</p> <p>Or</p> <p>Matric with at least 60% marks and ITI Certificate of 2 year's duration in appropriate trade (Technician or Work Assistant).</p> <p>Or</p> <p>Diploma in Engineering of three years' duration from a recognized Polytechnic / Institute (Technician, Work Assistant).</p> <p>Experience: 6 years' experience in handling laboratory equipment and engineering equipment and carrying out laboratory experiment in any University / College / Research Institute / State Government / Central Government / Government Undertaking / PSU / Institution of nation importance / Reputed Private Industry / Organization.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Qualification and experience: Yes Age bar: Relaxed
9.	Period of probation, if any	2 years for direct recruits
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	By promotion, failing which by deputation, failing in both by direct recruitment.
11.	In case of recruitment, by promotion/deputation/absorption, grades from which promotion/deputation/ absorption to be made	<p>Promotion: Technician, Laboratory Assistant, Work Assistant, Driver with 6 years' regular service at Grade pay of ₹2000/- selected on the basis of trade test, interview and service record, as specified under these regulations.</p> <p>Deputation: Officers of the Central / State Govt. or similar organized services / Semi-Govt. / PSU / autonomous organization / University / Institute of national importance: a) i) Holding analogous post; ii) 6 years' regular service with Grade Pay of ₹2000/- as Junior Assistant or its equivalent post.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Technician (Selection Grade-II), Laboratory Assistant (Selection Grade-II), Work Assistant (Selection Grade-II)" in NITs

1.	Name of the Post	Technician (Selection Grade-II), Laboratory Assistant (Selection Grade-II), Work Assistant (Selection Grade-II)
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – C
4.	Scale of pay (Grade Pay, Band Pay)	PB-1 (₹5,200 – 20,200) with Grade Pay of ₹2800/-
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Not exceeding 39 years.
7.	Educational and other qualifications required for direct recruits	<p>B.Sc. Degree in relevant field from a recognized University / Institute (Laboratory Assistant).</p> <p align="center">Or</p> <p>Senior secondary (10+2) from a recognized board and ITI Course of one year or higher duration in appropriate trade (Technician or Work Assistant)</p> <p align="center">Or</p> <p>Matric with at least 60% marks and ITI Certificate of 2 year's duration in appropriate trade (Technician or Work Assistant).</p> <p align="center">Or</p> <p>Diploma in Engineering of three years' duration from a recognized Polytechnic / Institute (Technician, Work Assistant).</p> <p>Experience : 12 years' experience in handling laboratory equipment and engineering equipment and carrying out laboratory experiment in any University / College / Research Institute / State Government / Central Government / Government Undertaking / PSU / Institution of nation importance / Reputed Private Industry / Organization of which at least 6 years at level of Senior Technician or equivalent.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Qualification and experience: Yes Age bar: Relaxed
9.	Period of probation, if any	2 years for direct recruits
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	By promotion, failing which by deputation, failing in both by direct recruitment.
11.	In case of recruitment, by promotion/deputation/absorption, grades from which promotion/deputation/ absorption to be made	<p>Promotion: Senior Technician, Senior Laboratory Assistant, Senior Work Assistant, Senior Driver with 6 years' regular service at Grade pay of ₹2400/- selected on the basis of trade test, interview and service record, as specified under these regulations.</p> <p>Deputation: Officers of the Central / State Govt. or similar organized services / Semi-Govt. / PSU / autonomous organization / University / Institute of national importance: a) i) Holding analogous post; ii) 6 years' regular service with Grade Pay of ₹2400/- as Junior Assistant or its equivalent post.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of
"Superintendent / Accountant" in NITs

1.	Name of the Post	Superintendent / Accountant
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – C
4.	Scale of pay (Grade Pay, Band Pay)	PB – 2 (₹9,300 – 34,800/-) with Grade Pay of ₹4200/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	Not exceeding 30 years.
7.	Educational and other qualifications required for direct recruits	<p><u>Essential :</u> <u>Superintendent :</u> i) First class (Hons.) Bachelor's Degree or equivalent grade from a recognized University or Institute in any discipline (In universities without a system of Honours degree, equivalent number of courses) Or i) Master's Degree from a recognized University or Institute with excellent academic record. ii) Knowledge of Computer applications viz. Word processing, Spread Sheet.</p> <p><u>Accountant:</u> i) First class Bachelor's Degree in Commerce with Honours in Accountancy / Finance or equivalent in grade from a recognized University or Institute. Or Master's Degree in Commerce / MBA (Finance) from a recognized University or Institute with excellent academic record. ii) Knowledge of Computer applications viz. word processing, Spread Sheet and computer-based accounting software.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable
9.	Period of probation, if any	2 years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% Direct Recruitment
11.	In case of recruitment, by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	Not Applicable
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Senior Superintendent" in NITs

1.	Name of the Post	Senior Superintendent
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – B
4.	Scale of pay (Grade Pay, Band Pay)	PB – 2 (₹9,300 – 34,800/-) with Grade Pay of ₹4600/-
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Not exceeding 36 years.
7.	Educational and other qualifications required for direct recruits	<p><u>Essential :</u> <u>Superintendent :</u> i) First class (Hons) Bachelor's Degree or equivalent grade from a recognized University or Institute in any discipline (In universities without a system of Honours degree, equivalent number of courses) Or i) Master's Degree from a recognized University or Institute with excellent academic record. ii) Knowledge of Computer applications viz. Word processing, Spread Sheet.</p> <p><u>Experience:</u> 6 years' experience as Superintendent.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Qualification and experience: Yes Age bar: Relaxed
9.	Period of probation, if any	2 years for direct recruits only.
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	By promotion, failing which by deputation, failing in both by direct recruitment.
11.	In case of recruitment by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<p><u>Promotion:</u> Superintendent or Accountant with 6 years' regular service with Grade pay of ₹4200/- selected on the basis of trade test, interview and service record, as specified under these regulations.</p> <p><u>Deputation:</u> Officers of the Central / State Govt. or similar organized services / Semi-Govt. / PSU / autonomous organization / University / Institute of national importance: i) Holding analogous post; ii) 6 years' regular service with Grade Pay of ₹4200/- as Superintendent or its equivalent post.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of
"Superintendent (Selection Grade – II) in NITs

1.	Name of the Post	Superintendent (Selection Grade – II)
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – B
4.	Scale of pay (Grade Pay, Band Pay)	PB – 2 (₹9,300 – 34,800/-) with Grade Pay of ₹4800/-
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Not exceeding 42 years.
7.	Educational and other qualifications required for direct recruits	<p>Essential: Superintendent:</p> <p>i) First class (Hons.) Bachelor's Degree or equivalent grade from a recognized University or Institute in any discipline (In universities without a system of Honours degree, equivalent number of courses)</p> <p style="text-align: center;">Or</p> <p>i) Master's Degree from a recognized University or Institute with excellent academic record.</p> <p>ii) Knowledge of Computer applications viz. Word processing, Spread Sheet.</p> <p>Experience: 6 years' experience as Senior Superintendent.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	<p>Qualification and experience: Yes</p> <p>Age bar: Relaxed</p>
9.	Period of probation, if any	2 years for direct recruits only.
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	By promotion, failing which by deputation, failing in both by direct recruitment.
11.	In case of recruitment by promotion/ deputation / transfer, grades from which promotion / deputation / transfer to be made	<p>Promotion: Senior Superintendent with 6 years' regular service with Grade pay of ₹4600/- selected on the basis of trade test, interview and service record, as specified under these regulations.</p> <p>Deputation: Officers of the Central / State Govt. or similar organized services / semi-Govt. / PSU / autonomous organization / University / Institute of national importance:</p> <p>a) i) Holding analogous post;</p> <p>ii) 6 years' regular service with Grade Pay of ₹4600/- as Senior Superintendent or its equivalent post.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Secretary" in NITs

1.	Name of the Post	Secretary
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – B
4.	Scale of pay (Grade Pay, Band Pay)	PB – 2 (₹9,300 – 34,800/-) with Grade Pay of ₹4200/-.
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	Not exceeding 30 years.
7.	Educational and other qualifications required for direct recruits	Essential: 12 th standard pass or equivalent from a recognized Board or University. Minimum speed of 100 w.p.m. in Stenography.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable
9.	Period of probation, if any	2 years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% Direct Recruitment through examination to be conducted by the Institute.
11.	In case of recruitment, by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	Not Applicable
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Senior Secretary" in NITs

1.	Name of the Post	Senior Secretary
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – B
4.	Scale of pay (Grade Pay, Band Pay)	PB – 2 (₹9300-34800) with Grade Pay of ₹4600/-.
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Not exceeding 36 years
7.	Educational and other qualifications required for direct recruits	Essential: 12 th standard pass or equivalent from a recognized Board or University. Minimum speed of 100 w.p.m. in Stenography.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Qualification and experience: Yes Age bar: Relaxed
9.	Period of probation, if any	2 years for direct recruits only.
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	By promotion, failing which by deputation, failing in both by direct recruitment.
11.	In case of recruitment, by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	Promotion Secretary with 6 years' regular service at Grade pay of ₹4200/- selected on the basis of trade test, interview and service record, as specified under these regulations. Deputation: Officers of the Central / State Govt. or similar organized services / Semi-Govt. / PSU / autonomous organization / University / Institute of national importance: a) i) Holding analogous post; ii) 6 years' regular service with Grade Pay of ₹4200/- as Secretary or its equivalent post.
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

**Model Recruitment Rules for the post of
"Secretary (Selection Grade – II)" in NITs**

1.	Name of the Post	Secretary (Selection Grade – II)
2.	Number of posts	As per sanctioned strength.
3.	Classification	Group – B
4.	Scale of pay (Grade Pay, Band Pay)	PB – 2 (₹9300 – 34800) with Grade Pay of ₹4800/-.
5.	Whether Selection Post or non-Selection Posts	selection
6.	Age limit for direct recruits	Not exceeding 42 years
7.	Educational and other qualifications required for direct recruits	Essential: 12 th standard pass or equivalent from a recognized Board or University. Minimum speed of 100 w.p.m. in Stenography.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Qualification and experience: Yes Age bar: Relaxed
9.	Period of probation, if any	2 years for direct recruits only.
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	By promotion, failing which by deputation, failing in both by direct recruitment.
11.	In case of recruitment, by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	Promotion Senior Secretary with 6 years' regular service at Grade pay of ₹4600/- selected on the basis of trade test, interview and service record, as specified under these regulations. Deputation: Officers of the Central / State Govt. or similar organized services / Semi-Govt. / PSU / autonomous organization / University / Institute of national importance: a) i) Holding analogous post; ii) 6 years' regular service with Grade Pay of ₹4600/- as Senior Secretary or its equivalent post.
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

**Model Recruitment Rules for the post of
"Technical Assistant / Junior Engineer / SAS Assistant / Senior Pharmacist" in NITs**

1.	Name of the Post	Technical Assistant / Junior Engineer / SAS Assistant / Senior Pharmacist
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – B
4.	Scale of pay (Grade Pay, Band Pay)	PB – 2 (₹9,300 – 34,800/-) with Grade Pay of ₹4200/-.
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	Not exceeding 30 years.
7.	Educational and other qualifications required for direct recruits	<p>Essential: First class Bachelor's (Honours) Degree in Sciences in relevant subject or equivalent grade from a recognized University / Institute (Technical Assistant). Or First class Diploma in Engineering in relevant field with excellent academic record (Technical Assistant / Junior Engineer). Or Post-graduate degree in science or B.E. / B.Tech. in relevant field from a recognized University or Institute (Technical Assistant / Junior Engineer). Or (i) First Class Bachelor's Degree in Physical Education or in Fine Arts (performing / visual arts) or Science or Arts from a recognized University or Institution. (ii) Strong record of participation in college activities including arts (paints, photographs, drama, dance, music), event management, journalism etc.(SAS Assistant) Or (i) 10+2 or equivalent in Science subjects from recognized Board or University. (ii) 2 Years' Diploma with First class and minimum 6 months' internship in Pharmacy from an Institute recognized by the Pharmacy Council of India; and (iii) Registered as Pharmacist with State Pharmacy Council (Sr. Pharmacist). Or Desirable: i) PGDCA or equivalent from a recognized Institution.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable
9.	Period of probation, if any	2 years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% Direct Recruitment.
11.	In case of recruitment, by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	Not applicable
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Senior Technical Assistant / Assistant Engineer / Senior SAS Assistant / Pharmacist (Selection Grade II)" in NITs

1.	Name of the Post	Senior Technical Assistant / Assistant Engineer/ Senior SAS Assistant / Pharmacist (Selection Grade II)
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – B
4.	Scale of pay (Grade Pay, Band Pay)	PB – 2 (₹9,300 – 34,800/-) with Grade Pay of ₹4600/-.
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	Not exceeding 36 years.
7.	Educational and other qualifications required for direct recruits	<p>Essential: First class Bachelor's (Honours) Degree in Sciences in relevant subject or equivalent grade from a recognized University / Institute (Technical Assistant). Or First class Diploma in Engineering in relevant field with excellent academic record (Technical Assistant / Junior Engineer). Or Post-graduate degree in science or B.E. / B.Tech. in relevant field from a recognized University or Institute (Technical Assistant / Junior Engineer). Or (i) First Class Bachelor's Degree in Physical Education or in Fine Arts (performing/visual arts) or Science or Arts from a recognized University or Institution. (ii) Strong record of participation in college activities including arts (paints, photographs, drama, dance, music), event management, journalism etc. (SAS Assistant). Or (i) 10+2 or equivalent in Science subjects from recognized Board or University. (ii) 2 Years' Diploma with First class and minimum 6 months' internship in Pharmacy from an Institute recognized by the Pharmacy Council of India; and (iii) Registered as Pharmacist with State Pharmacy Council/ [Pharmacist (Selection Grade II)].</p> <p>Desirable: i) PG Diploma in Library Automation and Networking or PGDCA or equivalent from a recognized Institution.</p> <p>Experience: 6 years as Technical Assistant,/ Junior Engineer/ SAS Assistant/Sr. Pharmacist</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Qualification and experience: Yes Age bar: Relaxed
9.	Period of probation, if any	2 year for direct recruits
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	Promotion failing which through deputation (including short term contract) failing both by direct recruitment.
11.	In case of recruitment, by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<p>Promotion: Technical Assistant/ Jr. Engineer/SAS Assistant/LIA with 6 years' regular service with Grade pay of ₹4200/- selected on the basis of trade test, interview and service record, as specified under these regulations.</p> <p>Deputation or on Contract basis: Officers under the Central / State Governments / Universities recognized Research Institutes or Institutes of national importance or Govt. laboratory or PSU:- a) i) Holding analogous post or ii) With at least 6 years' regular service in posts with GP of ₹4200/- as per 6th Central Pay Commission or equivalent. b) Possessing educational qualification and experience as prescribed in Col.7.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Technical Assistant (Selection Grade-II) / Assistant Executive Engineer / SAS Assistant (Selection Grade-II) / Pharmacist (Selection Grade I)" in NITs

1.	Name of the Post	Technical Assistant (Selection Grade-II) / Assistant Executive Engineer / SAS Assistant (Selection Grade - II) / Pharmacist (Selection Grade - I)
2.	Number of posts	As per sanctioned strength
3.	Classification	Group - B
4.	Scale of pay (Grade Pay, Band Pay)	PB - 2 (₹9,300 - 34,800/-) with Grade Pay of ₹4800/-.
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	Not exceeding 42 years.
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>First class Bachelor's (Honours) Degree in Sciences in relevant subject or equivalent grade from a recognized University / Institute (Technical Assistant).</p> <p align="center">Or</p> <p>First class Diploma in Engineering in relevant field with excellent academic record (Technical Assistant / Junior Engineer).</p> <p align="center">Or</p> <p>Post-graduate degree in science or B. E. / B. Tech. in relevant field from a recognized University or Institute (Technical Assistant/Junior Engineer).</p> <p align="center">Or</p> <p>i) First Class Bachelor's Degree in Physical Education or in Fine Arts (performing/visual arts) or Science or Arts from a recognized University or Institution. ii) Strong record of participation in college activities including arts (paints, photographs, drama, dance, music), event management, journalism etc. (SAS Assistant)</p> <p align="center">Or</p> <p>(i) 10+2 or equivalent in Science subjects from recognized Board or University. (ii) 2 Years' Diploma with First class and minimum 6 months' internship in Pharmacy from an Institute recognized by the Pharmacy Council of India; and (iii) Registered as Pharmacist with State Pharmacy Council. (Pharmacist (Selection Grade I))</p> <p align="center">Or</p> <p>Desirable:</p> <p>i) PGDCA or equivalent from a recognized Institution.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Qualification and experience: Yes Age bar: Relaxed
9.	Period of probation, if any	2 years for direct recruits
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	Promotion failing which by deputation (including short term contract) failing both by direct recruitment.
11.	In case of recruitment, by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<p>Promotion:</p> <p>Senior Technical Assistant/ Assistant Engineer / Senior SAS Assistant / Senior LIA with 6 years' regular service with Grade pay of ₹4600/- selected on the basis of trade test, interview and service record, as specified under these regulations.</p> <p>Deputation or on Contract basis:</p> <p>Officers of the Central / State Govt. or similar organized services / Semi-Govt. / PSU / autonomous organization / University / Institute of national importance: -</p> <p>i) Holding analogous post; ii) 6 years' regular service with Grade Pay of ₹4600/- as Senior Technical Assistant or its equivalent post.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Model Recruitment Rules for the post of "Security Guard/Attendant/Mali(Higher Scale)" in NITs

1.	Name of the Post	Security Guard / Attendant / Mali (Higher Scale)
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – C
4.	Scale of pay (Grade Pay, Band Pay)	PB – 1 (₹5,200 – 20,200/-) with Grade Pay of ₹1800/-.
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	Between 18 – 27 years of age
7.	Educational and other qualifications required for direct recruits	<p>Essential: Matriculation or ITI or equivalent pas from a recognized Board or Institute.</p> <p>Desirable: Preference will be given to persons having training in Army or Para – Military Services and possessing a valid Arms License for service as Security Guard.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable
9.	Period of probation, if any	2 years
10.	Method of Recruitment : whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% Direct Recruitment
11.	In case of recruitment. by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	Not Applicable
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

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NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA

Minutes

38th Meeting of the Senate



MEETING No: 38th Senate Meeting
DATE : 15.02.2012 (Wednesday)
TIME : 9.00 A.M.
VENUE : Conference Hall, CS Department
NIT., Rourkela

To : _____
Dept./Centre: _____



राष्ट्रीय प्रौद्योगिकी संस्थान, राउरकेला

National Institute of Technology, Rourkela

Minutes of the 38th meeting of the Senate of the Institute held at 9.00 AM on 15.02.2012 (Wednesday) in the Conference Hall, CS Department, N.I.T., Rourkela.

Members Present:

1. Prof. Sunil Kr Sarangi, Director	-	Chairman, Senate
2. Er. S. K. Upadhyay, Registrar	-	Secretary, Senate
3. Prof. K.C. Patra, CE	-	Member
4. Prof. M. Panda, CE	-	Member
5. Prof. N. Roy, CE	-	Member
6. Prof. S.P.Singh, CE	-	Member
7. Prof. S. K. Sahu, CE	-	Member
8. Prof. Ramakar Jha, CE	-	Member
9. Prof. K. C. Biswal, CH	-	Member
10. Prof. R. K. Singh, CH	-	Member
11. Prof. S.K. Rath, CS	-	Member
12. Prof. S.K. Jena, CS	-	Member
13. Prof. S. Bhattacharya, CR	-	Member
14. Prof. K.K. Mohapatra, EC	-	Member
15. Prof. S.K. Patra, EC	-	Member
16. Prof. S. Meher, EC	-	Member
17. Prof. P.C. Panda, EE	-	Member
18. Prof. A. K. Panda, EE	-	Member
19. Prof. A. Behera, MA	-	Member
20. Prof. G.K. Panda, MA	-	Member
21. Prof. Snehashish Chakravarty, MA	-	Member
22. Prof. K. C. Pati, MA	-	Member
23. Prof. R.K. Sahoo, ME	-	Member
24. Prof. K.P. Maity, ME	-	Member
25. Prof. D.R.K. Parhi, ME	-	Member
26. Prof. S. K. Sahoo, ME	-	Member
27. Prof. P.K. Ray, ME	-	Member
28. Prof. S. K. Acharya, ME	-	Member
29. Prof. B.B. Verma, MM	-	Member
30. Prof. B.C. Ray, MM	-	Member
31. Prof. B.K. Pal, MN	-	Member
32. Prof. S. Jayanthu, MN	-	Member
33. Prof. D. P. Tripathy, MN	-	Member
34. Prof. S. Panigrahi, PH	-	Member
35. Prof. B.B. Biswal, TP	-	Member
36. Prof. J. Bera, Head, CR	-	Invitee
37. Prof. (Ms.) B. Patnaik, Head, HS	-	Invitee
38. Prof. S. Jena, Head, PH	-	Invitee
39. Prof. A. K. Turuk, Head, CS	-	Invitee
40. Prof. B. G. Mishra, Head, CY	-	Invitee
41. Prof. S. Paul, Head, EM	-	Invitee
42. Prof. S. K. Patra, Head, LS	-	Invitee
43. Mr. B. Acharya, Asst. Registrar, Academic	-	Invitee
44. Sri Divyanshu Mahajan, M. Tech. II Yr., BM	-	Invitee

Members Absent.

.02.2012	1. Dr. B.S. Das, Emeritus Medical Scientist, Indian Council for Medical Research, Institute of Life Sciences, Bhubaneswar	-	Member
	2. Prof. R.V. Raja Kumar, Vice-Chancellor, Rajiv Gandhi University of Knowledge Technologies, Vindhya C4, Ground Floor, Campus of IIIT-H, Gachibowli, Hyderabad -500 032.	-	Member
ate ate	3. Prof. (Mrs.) Padmja Mishra Professor & Head, Department of Economics, Utkal University, Vani Vihar, Bhubaneswar	-	Member
	4. Prof. Gyanaranjan Satpathy, BM	-	Member
	5. Prof.(Mrs) Krishna Parmanik, BM	-	Member
	6. Prof. C.R. Patra, CE	-	Member
	7. Prof. P. Rath, CH	-	Member
	8. Prof. S.K. Agarwal, CH	-	Member
	9. Prof. B. Majhi, CS	-	Member
	10. Prof. J. K. Satapathy, EE	-	Member
	11. Prof. B. Subudhi, EE	-	Member
	12. Prof. D.G. Sahoo, MA	-	Member
	13. Prof. B.K. Nanda, ME	-	Member
	14. Prof. S.S. Mohapatra, ME	-	Member
	15. Prof. U.K. Mohanty, MM	-	Member
	16. Prof. S.C. Mishra, MM	-	Member
	17. Prof. (Ms.) S. Mohanty, HS	-	Invitee
	18. Shri V. K. Rohith, B. Tech, III Yr, CE	-	Invitee

Leave of absence was approved for all members absent.

2012-33-Senate-01: Welcome to the members and invitees by the Chairman.

The Chairman welcomed all Senators and Invitees. It was observed that some members are remaining absent in the Senate meeting though they are present in the campus. The Senate resolved that the Senators will be communicated by the Chairman, Senate not to remain absent when they are present in the campus.

PART – I: WITH STUDENT INVITEES

2012-38-Senate-02: To confirm the minutes (Part – I) of 37th meeting of the Senate held on 21.12.2011 (Wednesday).

The draft minutes (Part – I) of 37th meeting of the Senate, provisionally approved by the Chairman, Senate were circulated to all members.

The following corrections were received on the recording of the minutes of 37th Senate Meeting:

- (i) The correction to the recording of minutes against item 2011- 37- Senate-10 (A) was suggested by the HOD-SM that the recording should be "Till further arrangements are made by HS department, proposal given in (A) is approved".*
- (ii) It was pointed out that in item no. 2011- 37- Senate 12, six PhD scholars of LS department enrolled in Autumn 2011-12 were allotted 16 credits of course work in their Provisional Registration instead of 20 credits. This matter was discussed in 28th RPEC meeting held on 16.12.2011, but due to oversight, it was not recorded in RPEC minutes and therefore the same was not discussed in the Senate. As a result, Senate approved the Provisional Registration of these nine students with 16 credits coursework. Following was approved:*
 - a) The change of Provisional Registration from 16 credits to 20 credits of course work.*
 - b) Since the spring semester is already halfway through, the above students can register for their course work only in autumn 2012-13 session. This will defer their registration to more than 15 months from the date of enrollment resulting in the delay in their registration seminar. Hence, their effective date of registration may be the date of enrollment.*
- (iii) Similarly, the Ph D Provisional Registration of Ramesh Chandra Mohapaptra, faculty of CS department was inadvertently recommended by RPEC to Senate for approval but since the provisional registration was received from department after the RPEC meeting was held (i.e. 16.12.2012), the provisional registration will be approved in 38th Senate meeting.*

The Senate confirmed the minutes of all other items.

2012-13-Senate-03: To report on the action taken on the decisions made in the 37th Meeting (Part - I) of the Senate held on 21.12.2011.

The report on the action taken on the decisions made in the 37th Meeting (Part - I) of the Senate held on 21.12.2011 was given in the Annexure-A1 for information of the Senate.

The Senate noted the above.

[Annexure A1, Pg. 14]

A. RULES, PROCEDURES, CURRICULA AND POLICY MATTERS:

2012-13-Senate-04: Proposal on awarding M.Sc. degrees (both 2 Yr. and 5 Yr.) and intake capacity for these two programmes:

The minutes of the meeting of Academic Programme Oversight Committee and faculty members of all Science departments on awarding M.Sc. degrees (both 2 Yr. and 5 Yr.) and intake capacity for these two programmes were put up for the consideration of the Senate.

The Senate deliberated on the recommendations of Academic Programme Oversight Committee and resolved the following:

- i) *The students on successful completion of the programme will be given two degree certificates; one mentioning B.Sc. (As partial fulfillment of the Five Year Integrated M.Sc. programme) and the other mentioning Integrated M.Sc. (complete fulfillment of Five Year Integrated M.Sc. programme).*
- ii) *They will get one consolidated grade sheet reflecting grades of all 10 semesters and CGPA separately for B.Sc., 2 year M.Sc. and 5 year Integrated M.Sc. degrees. Divisions will be awarded for B.Sc. and 5 year Integrated M.Sc. based on overall CGPA and not on the basis of Major subject only. Further, the 2 year M.Sc. period, while CGPA will be mentioned, no division will be awarded.*
- iii) *The intake of five year integrated M.Sc. programme will be 30 and the vacant seats of five year integrated M.Sc. programme will not be filled in at any level and .*
- iv)
 - a) *The intake of two year M. Sc. Programme will be 30 for Physics, Chemistry and Mathematics only. However, considering the limitations of class room seats, laboratory facilities and hall seats, only 15 (fifteen) candidates will be admitted in to two year M. Sc. Programmes for the coming two/ three years and after that, the entire situation will be reviewed and the entire 30 intake may be recommended by a committee framed by the Chairman, Senate.*
 - b) *The intake of two year M.Sc. programme in Life Science will be 46. Once the five year integrated programme is introduced in Life Science, the intake capacity will fall in line with Physics, Chemistry and Mathematics.*
- v) *The above will be effective from the Autumn semester of 2012-13 to the Chemistry, Mathematics and Physics Departments.*
- vi) *Chairman, APOC was requested to convene a meeting of all Science Departments to review the curricula and syllabi of the 5 yr Integrated M.Sc. programmes except first year under the following guidelines:*
 - a) *Core subjects should from the same or related Departments.*
 - b) *One Open Elective in each semester.*
 - c) *Professional electives can be from the own department or other departments (including Engineering) with relevance to the major subject.*

[Annexure A2, Pg.15]

2012-38-Senate-05: Modification in Course Credits for M. Tech (Research) degree:

As per existing regulation (clause 10.1 & 10.4), a student must acquire 104 credits including 84 units of research credits before submission of thesis. For cases where the student registers for more than 12 credits of courses work, the research credit requirement needs to be compromised.

Also when a student joins M. Tech (R) programme in the middle of a semester, his registration record gets distorted. The following text is proposed to be added to the regulations to address to these situations.

Clause 10.4 (a) When a student is advised more course work than what is prescribed above, his research credits may be suitably reduced.

(b) When a student joins in the middle of a semester, he registers for the course on Seminar and Technical writing either in the first or in the fifth semester, whichever is longer. He will be evaluated only for the period of his registration in the course. However, he will attend Seminar and Technical Writing in both first and fifth semester

The Senate deliberated on the above proposal and decided the following:

- 1) *The course work for an M.Tech student should vary from 12 to 20 credits and accordingly the research credit will be suitably adjusted to make total credits 104 or higher.*
- 2) *When a student joins in the middle of a semester, he registers for the course on Seminar and Technical writing either in the first or in the fifth semester, whichever is longer. He will be evaluated on the basis of the portion of the Semester that he is required to attend during the semester of his registration.*

The Senate further clarified that CGPA requirement mentioned in the clause 10.6 of the PhD regulation should not be less than 8.00 in research credits and course credits separately.

2012-38-Senate-06: Amendment of SAC Rules:

The item was deferred to the next Senate meeting.

2012-38-Senate-07: Recommendation of UGPEC on curriculum & syllabus of B.Tech (ID) and change of question paper format of OE HS418:

1. Recommendation of UGPEC on curriculum & syllabus of B.Tech (ID):

The Senate approved the recommendation of the UGPEC and approved the curriculum & syllabi of B.Tech programme in Industrial Design with corrections already incorporated. The curriculum and syllabi are given in the annexure.

[Annexure A3, Pg.16 - 43]

2. Change of question paper format for the OE course HS418: Language and Writing:

The Senate approved the recommendation of the UGPEC and decided the following for Mid-Semester examination only:

(a) Since the question pattern is purely repetitive, the reproduction of questions by the students in one answer book, the proposal of the department may be accepted.

(b) Some long questions may be added to the paper in order to test the writing skill of students.

(c) Cover page and inner cover page of Question-Answer booklet should be same as that of blank answer booklet with sl.no.s supplied by the Academic Office.

[Annexure A4, Pg.44 - 49]

2012-38-Senate-08: Recommendation of PGPEC on Curriculum of the M.Tech programme "Industrial Ceramics", change in eligibility criteria for PhD programme in Life Science and proposals submitted by HOD, EC:

1. Curriculum of the M.Tech. Programme on Industrial Ceramics:

The Senate went through the outline of the curriculum of the proposed new M.Tech. programme on Industrial Ceramics and the recommendation of PGPEC, and observed that the proposed course pattern was more on Ceramic Science rather than on Ceramic technology.

Senate advised the department to conduct a series of curriculum workshops in collaboration with Industries to find the requirement of Industry and to modify the curriculum in a way that should satisfy the Industry need. It is expected that Industries will be inclined to absorb Ceramic Postgraduates from NIT Rourkela in preference to Ceramic postgraduate from other Institutes.

[Annexure A5, Pg.50 - 51]

2. To enhance admission in PG & Research programmes in Ceramic Engineering:

The Senate went through the recommendations of PGPEC and the committee framed by the Senate and decided the following:

(i) For admission to the PG programme in the Ceramic Engineering department, academic eligibility criteria should be limited to the material engineering group only; i.e., Ceramic Engg., Chemical Engg., Metallurgical and Materials Engg., Mechanical Engg. and Bio-medical Engineering with or without GATE.

(ii) Students admitted with GATE (any subject) will get GATE fellowship. Engineering Graduates admitted without GATE will get fellowship from TEQIP-II fund.

(iii) PGPEC did not find any recommendation of the committee on Research Programmes.

[Annexure A6, Pg.52]

3. Curriculum and Syllabus for new M.Tech programme "Industrial Electronics":

The Senate approved the Curriculum and Syllabus for new M.Tech programme in "Industrial Electronics", in principle.

[Annexure A7, Pg.53 - 64]

4. Change of name of M.Tech. Programme in EE from Power Control and Drives to Power Electronics and Drives:

The Senate approved the proposed name change from "Power Control & Drives" to "Power Electronics and Drives" with effect from Autumn 2012-13 session.

5. Additional academic qualification for Ph.D. programme in Life Science:

In view of a number of new faculty members joining LS department with varied specializations, the Senate approved the following academic qualifications to be included in the existing academic qualifications for admission to the PhD programme in Life Science department.

- i) M.Sc. in Bioinformatics.
- ii) M.Sc. in Biophysics.
- iii) M.Sc. in Food Sciences and Technology

6. Curricula and Syllabi for two new M.Tech. programmes in EC Department:

The Senate approved the Curricula and Syllabi for two new M.Tech. programmes (1) Communication and Networks (2) Signal and Image Processing in EC Department in principle.

[Annexure A8, Pg.65 -104]

7. Assigning courses of EC department with both EC and EI course code:

The Senate deliberated on the recommendation of PGPEC on the proposal of the department and decided the following:

- i) For B.Tech. courses, department can use both (400) and (500) level codes.
- ii) For M.Tech. courses, department can use (600) and (700) level codes.

8. To enhance admission in PG & Research programmes in Mining Engineering:

The Senate deliberated on the recommendation of the committee framed by the Senate and decided the following:

- (i) The department proposed to offer M Tech in two specializations, (a) Mine Environmental Engineering and (b) Geo-Engineering, in lieu of M Tech in Mining Engineering The Senate resolved to continue with the present arrangement of one specialization and explore possibility of increasing admission through other routes. For the academic session 2012-13 admission will be done in the M. Tech programme in Mining Engineering.
- (ii) The academic eligibility criteria for admission to M.Tech programmes in Mining engineering department may, however, be widened to include B.E./B.Tech in Mining/Civil/Environmental/Chemical Engineering or M Sc in Geology/GeoPhysics/Environmental Science/Remote Sensing with GATE in their respective branches.
- (iii) For enhancing the M Tech (Research) and PhD scholars in the department the Senate approved the following Academic qualification.

B.E./B.Tech in Mining/ Civil/ Environmental/ Chemical/ Electronics/ Electrical/ Instrumentation/ Computer Science/ Mechanical/ Metallurgical & Materials Engineering or M Sc in Geology/ GeoPhysics/ Environmental Science/ Remote Sensing/ Mathematics/ Statistics/ Chemistry/ Physics.

[Annexure A9, Pg.105 -106]

9. Curriculum & Syllabus for New M. Tech Programme "Steel Technology" in MM Department.

The Senate approved the curriculum and syllabus for new M. Tech Programme in "Steel Technology", in principle, to be offered by MM Department from the academic year, 2012-13.

[Annexure A10, Pg.107 - 125]

10. Curriculum & Syllabus for New M. Tech Programme "Cryogenic & Vacuum Technology" in ME Department.

The Senate approved the curriculum and syllabus for new M. Tech Programme in "Cryogenic & Vacuum Technology", in principle, to be offered by ME Department from the academic year, 2012-13.

[Annexure A11, Pg.126 - 130]

11. Proposals by HOD EC on various issues:

i) Availability of old forms in the website:

The Senate advised Dean(Ac) to remove all old forms pertaining to Academic regulations of all programmes from the website. In order to avoid confusion, only latest version of all Academic regulations will be uploaded, that also in only one link in the website.

ii) Decentralizing leave approval of students:

The Senate decided that once the software is ready for online leave approval of students, authority will be given to HODs for approval of both casual and medical leave. Till that time status-co will be maintained.

iii) Permission to view status of semester registration and attendance to Faculty Advisors and HODs in eims:

The permission is already there in eims; it will be moved to the new web site.

iv) Availability of fee waiver signal in eims at the time of semester registration:

The Senate decided that this will be taken care when the student fee payment module will be embedded in the new web site.

v) Technical Writing skill for M.Tech(Res) and PhD students:

The Senate decided that the M.Tech(Res) and PhD students should learn Technical Writing skill from within the department.

vi) Module for M.Tech(Res) and PhD students in eims:

It was informed that the Automation cell is working on it and will probably be ready by the end of this session.

[Annexure A12, 131 -133]

2012-38-Senate-09: Enhancement of seats across all departments, both in UG and PG courses.

As per the decision of the Senate vide resolution No.2011-37-Senate-1, dt.21.12.2012, Chairman, APOC had submitted the report on enhancement of seats across all departments both in UG and PG.

The Senate deliberated on the enhancement matrix submitted by Chairman, Academic Programme Oversight Committee in detail and resolved the following:

- i) The proposed enhancement in intake strength for demanding branches like CS, EC, EE and ME from 90 to 180 is on the higher side and the department may not have sufficient infrastructure to support the class room teaching and laboratory classes. Therefore, the upper limit of intake should be restricted to 120.
- ii) Chairman, APOC was requested to re-do the enhancement matrix considering the availability of resources and put up to the next meeting of the Senate.

[Annexure A13, Pg. 134 - 136]

B. UNDERGRADUATE STUDIES

2012-38-Senate-10: Permission for registration in 3rd semester in the academic year 2012-13 of Prakash Chandra Das, Roll No.410MA5035.

Prakash Chandra Das, Roll No.410MA5035 enrolled in Five years Integrated M.Sc. Mathematics programme in the academic year 2010-11. His CGPA at the end of Second Semester was 5.79 and modified (CGPA was 76). Accordingly, he was permitted to register in 3rd semester with full course load. Although he registered in 3rd semester, he did not attend classes and his SGPA was 2.67 (CGPA 5.24). He has not registered for fourth semester. However, he has requested for permission to continue his studies in 3rd semester in the academic session 2012-13.

The Senate permitted the student to register in 3rd Semester afresh in the Academic session 2012-13.

[Annexure A14, Pg.137 - 138]

C. POST-GRADUATE AND RESEARCH STUDIES:

2012-38-Senate-11: Advertisement for admission to research programmes:

Presently advertisement for admission to research programmes is being made twice a year; once during February (for Autumn semester) and once during August (for Spring semester).

In view of the pressing demand from some of the departments for admission during the mid-semester, the following has been proposed:

- 1) In addition to the standing advertisement in the Institute website, newspaper advertisement will be done four times in an Academic Year.
- 2) Accordingly scrutiny and interview will be done four times by the departments during the Academic Year as per the following dates:

For Semester	Events	Dates
Autumn	Advertisement to be made on	15 th March
	Applications to be scrutinized	Applications received till 15 th April
	Completion of scrutiny by departments	30 th April
	Result of Scrutiny in the website	15 th May
	Interview	30 th May
	Result of Interview in the website	15 th June
	Admission	1 st July – 7 th July
	Registration	On the date specified for Autumn semester

Mid Autumn	Advertisement to be made on	15 th July
	Applications to be scrutinized	Applications received till 7 th August
	Completion of scrutiny by departments	16 th August
	Result of Scrutiny in the website	23 rd August
	Interview	7 th September
	Result of Interview in the website	15 th September
	Admission	23 rd – 30 th September
	Registration	On the date of admission
Spring	Advertisement to be made on	15 th October
	Applications to be scrutinized	Applications received till 10 th November
	Completion of scrutiny by departments	20 th November
	Result of Scrutiny in the website	30 th November
	Interview	10 th December
	Result of Interview in the website	20 th December
	Admission	21 st December – 1 st January
	Registration	On the date specified for Spring semester
Mid Spring	Advertisement to be made on:	15 th January
	Applications to be scrutinized	Applications received till 10 th February
	Completion of scrutiny by departments	20 th February
	Result of Scrutiny in the website	1 st March
	Interview	10 th March
	Result of Interview in the website	20 th March
	Admission	21 st – 30 th March
	Registration	On the date of admission

The Senate approved the proposal but expressed reservation on the quality of the student who may apply during the mid-Autumn session as all the potential candidates must have taken admission in some or other Institutes.

It was resolved that admission standards will be fixed in the Interviews for the Autumn Semester held in May – June when the maximum number of applications are received. In all other rounds following the autumn admission, the same short listing criteria and admission standards will be followed.

2012-38-Senate-12: Recommendation of RPEC on new Enrolment, Provisional Registration, Assignment of Course works, Registration and Withdrawal of PhD and M.Tech(Res) students.

The recommendation of RPEC was put up on the table for consideration of the Senate.

The Senate approved the recommendation of RPEC with special approval on CGPA requirement for Mr. Somesh Jena, Roll No. 508CE401. Mr. Somesh Jena has secured CGPA > 8.00 combinedly in course credits and research credits. However, his CGPA in course credits is less than 8.00 The Senate approved his registration with reference to the regulation clause 10.6 which states "the candidate has to obtain an average grade point of not less than 8.00 (in research and course credits)" where it is not explicitly mentioned that the candidate has to obtain an average grade point of not less than 8.00 in research credits and course credits separately. The Senate further clarified that

for all future students the average grade point requirement should not be less than 8.00 in research credits and course credits separately.

Further, the Senate made the following amendment in the Academic Regulations governing PhD programme of the Institute:

- i) The minimum period for Ph.D. thesis submission should be approximately 3 years with M.Tech and MBA degrees and 4 years with B.Tech/M.Sc./MA/M.Com/ M. Phil. degrees from the date of enrolment.
- ii) In both Ph.D. and M. Tech (R) programmes, registration of a student will be permitted after 9 months from the date of enrolment.
- iii) The date of meeting of the DSC or MSC following the registration seminar will be the effective date of registration. The comprehensive viva voce should be completed at least a week prior to that date.
- iv) The earliest date of thesis submission will be 2 years from the effective date of registration or 3/4 (3 years for M. Tech and MBA, 4 years for others) years from the date of enrolment whichever is later. Any credit of early submission approved at the time of provisional registration by virtue of past work is to be given at this stage. Students with B.Tech/M.Sc./MA/M.Com/ M. Phil. degrees will get two years time after admission for completing registration formalities.

[Annexure A15, Pg.139 - 150]

D. DISCIPLINE, ENDOWMENT AND STUDENT AFFAIRS

Nil.

E. MISCELLANEOUS:

Nil.

PART -II: WITHOUT STUDENT INVITEES

2012-38-Senate-13 To confirm the minutes (Part -II) of 37th meeting of the Senate held on 21.12.2011 (Wednesday).

The draft minutes (Part - II) of 37th meeting of the Senate, provisionally approved by the Chairman, Senate were circulated to all members. Since no comments/suggestions on the correctness of the recording of the minutes have been received from any member, Senate confirmed the minutes.

2012-38-Senate-14: To report on the action taken on the decisions made in the 37th Meeting (Part - II) of the Senate held on 21.12.2011:

The report on the action taken on the decisions made in the 37th Meeting (Part -II) of the Senate held on 21.12.2011 was given in the Annexure-A8 for information of the Senate.

The Senate noted the above.

[Annexure A16, Pg.151]

RULES, PROCEDURES, CURRICULA AND POLICY MATTERS.

2012-33-Senate-15: Nomination of Board Members:

Prof. R. K. Patel, Asso. Professor, CY and Prof. R. K. Sahoo, Professor, ME have been elected uncontested as BOG members for two years term in place of Prof. S. K. Patel, Asso. Professor, ME and Prof. B. B. Biswal, Professor, ID respectively.

The Senate confirmed the nomination of Prof. R K Patel, Asso. Professor, CY and Prof. R K Sahoo, Professor, ME whose BOG membership would be effective from 22.01.2012 and 27.04.2012 respectively.

The Senate also recorded its appreciation of the services rendered by Prof. R K Patel during his tenure as BOG Member.

[Annexure A17, Pg. 152]

B. UNDERGRADUATE STUDIES

2012-38-Senate-16: Termination of studentship of two students due to low CGPA:

The studentship of following two students has been terminated due to less than 6.00 CGPA in four consecutive semesters with the approval of the Chairman, Senate:

Roll No.	Name	CGPA				Remarks
		Autumn 2011-12	Spring 2010-11	Autumn 2010-11	Spring 2019- 10	
109CE0156	Sunil Kumar	4.83	5.08	5.53	5.82	Studentship Terminated
109ME0399	Parikshit Kumar Panda	5.53	5.78	5.82	5.93	Studentship Terminated

The Senate confirmed the termination of studentship of above two students.

2012-38-Senate-17: Over registration in Spring Semester 2011-12 due to backlog in EAA course:

108 students had secured 'F' grade in the EAA course. Since the class timing of the said course does not depend on the timing of the normal slot, Chairman, Senate approved over registration by 2 credits for these students to clear EAA course.

Further, students who had secured CGPA less than 6.00 in three consecutive semesters are permitted to register for Spring semester 2011-12 only in courses with 'F' or 'P' grade. Parents of these students had come to the Institute and they were appraised of the poor academic performance of their children. Except for a few, parents have given undertaking to the effect that if the CGPA of Spring 2011-12 will still remain less than 6.00, their studentship will be terminated.

The Senate noted the above.

The Senate requested all HODs to submit departmental Time table with subject list and teachers' names so that Central Time Table can be prepared by the PIC, Time Table and will be ready for Pre-registration.

2012-38-Senate-18: Change of branch for Abdul Hadi Sarifi, Roll No. 111ME0561:

Abdul Hadi Sarifi, Roll No. 111ME0561, an Afghan student had taken admission under ICCR scheme in BTech Mechanical Engineering Autumn semester 2011-12. As per medical reports, he is suffering from multiple exostosis and therefore, he was advised by the doctors not to do heavy physical exercises and lift loads which would be difficult and harmful for him. Accordingly, he had requested for the change of branch from Mechanical Engineering to Computer Science and Engineering. His application along with medical documents was forwarded to ICCR for consideration.

We have received the approval of ICCR permitting branch change for Mr. Sarifi from Mechanical Engineering to Computer Science and Engineering on medical ground. The same has been accepted by the Director.

The Senate noted the above.

[Annexure A18, Pg.153 - 164]

2012-38-Senate-19: Change of grades for Autumn semester examinations 2011-12.

The item was deferred to the next Senate meeting.

C. POST-GRADUATE AND RESEARCH STUDIES:

Nil.

D. DISCIPLINE, ENDOWMENT AND STUDENT AFFAIRS

2012-38-Senate-20: Report on student disciplinary cases:

The item was deferred to the next Senate meeting.

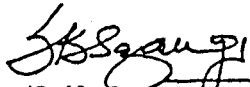
E. MISCELLANEOUS:

2012-38-Senate-21: Any other matter with permission of the Chair: :

The next meeting of the Senate will be held on May 23, 2012.

The meeting ended with thanks to the Chair.


(S. K. Upadhyay)
Registrar & Secretary, Senate


(S. K. Sarangi)
Director & Chairman, Senate

NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA

Minutes

39st Meeting of the Senate



MEETING No: 39th Senate Meeting
DATE : 23.05.2012 (Wednesday)
TIME : 9.00 A.M.
VENUE : Conference Hall, CS Department
NIT., Rourkela

To: _____
Dept./Centre: _____



राष्ट्रीय प्रौद्योगिकी संस्थान, राउरकेला
National Institute of Technology, Rourkela

Minutes of the 39th meeting of the Senate of the Institute held at 9.00 A.M. on 23.05.2012 (Wednesday) in the Conference Hall, CS Department, N.I.T., Rourkela.

Members present :

1. Prof. S. K. Sahu, Director I/C.	- Officiating Chairman, Senate
2. Er. S. K. Upadhyay, Registrar	- Secretary, Senate
3. Prof. K.C. Patra, CE	- Member
4. Prof. N. Roy, CE	- Member
5. Prof. C.R. Patra, CE	- Member
6. Prof. Ramakar Jha, CE	- Member
7. Prof. K. C. Biswal, CH	- Member
8. Prof. R. K. Singh, CH	- Member
9. Prof. S.K. Rath, CS	- Member
10. Prof. B. Majhi, CS	- Member
11. Prof. S. Bhattacharya, CR	- Member
12. Prof. K.K. Mohapatra, EC	- Member
13. Prof. S.K. Patra, EC	- Member
14. Prof. S. Meher, EC	- Member
15. Prof. B. Subudhi, EE	- Member
16. Prof. A. K. Panda, EE	- Member
17. Prof. A. Behera, MA	- Member
18. Prof. G.K. Panda, MA	- Member
19. Prof. K. C. Pati, MA	- Member
20. Prof. K.P. Maity, ME	- Member
21. Prof. D.R.K. Parhi, ME	- Member
22. Prof. S. K. Sahoo, ME	- Member
23. Prof. P.K. Ray, ME	- Member
24. Prof. B.C. Ray, MM	- Member
25. Prof. B.K. Pal, MN	- Member
26. Prof. D. P. Tripathy, MN	- Member
27. Prof. S. Panigrahi, PH	- Member
28. Prof. B.B. Biswal, TP	- Member
29. Prof. J. Bera, Head, CR	- Invitee
30. Prof. S. Jena, Head, PH	- Invitee
31. Prof. A. K. Turuk, Head, CS	- Invitee
32. Prof. B. G. Mishra, Head, CY	- Invitee
33. Prof. S. Paul, Head, BM	- Invitee
34. Prof. S. K. Patra, Head, LS	- Invitee
35. Mr. B. Acharya, Asst. Registrar, Academic	- Invitee

Members Absent:

1. Prof. Sunil Kr Sarangi, Director	- Chairman, Senate
2. Dr. B.S. Das, Emeritus Medical Scientist Indian Council for Medical Research, Institute of Life Sciences, Bhubaneswar.	- Member
3. Prof. R V Raja Kumar, Vice-Chancellor Rajiv Gandhi University of Knowledge Technologies,	- Member

Vindhya C4, Ground Floor, Campus of IIIT-H, Gachibowli,
Hyderabad -500 032.

4. Prof. (Mrs.) Padmja Mishra Professor & Head, Department - of Economics, Utkal University, Vani Vihar, Bhubaneswar	-	Member
5. Prof. Gyanaranjan Satpathy, BM	-	Member
6. Prof.(Mrs) Krishna Parmanik, BM	-	Member
7. Prof. M. Panda, CE	-	Member
8. Prof. S.P.Singh, CE	-	Member
9. Prof. C.R. Patra, CE	-	Member
10. Prof. P. Rath, CH	-	Member
11. Prof. S.K. Agarwal, CH	-	Member
12. Prof. S.K. Jena, CS	-	Member
13. Prof. P.C. Panda, EE	-	Member
14. Prof. J. K. Satapathy, EE	-	Member
15. Prof. D.G. Sahoo , MA	-	Member
16. Prof. S. Chakravarty, MA	-	Member
17. Prof. B.K. Nanda , ME	-	Member
18. Prof. R.K. Sahoo, ME	-	Member
19. Prof. S.S. Mohapatra , ME	-	Member
20. Prof. S. K. Acharya, ME	-	Member
21. Prof. U.K. Mohanty, MM	-	Member
22. Prof. B.B. Verma , MM	-	Member
23. Prof. S.C. Mishra , MM	-	Member
24. Prof. S. Jayanthu, MN	-	Member
25. Prof. (Ms.) S. Mohanty, Head, HS	-	Invitee
26. Sri Divyanshu Mahajan, M. Tech, II Yr. , BM	-	Invitee
27. Shri V. K. Rohith, B. Tech, III Yr, CE	-	Invitee

Leave of absence was approved for all members absent.

2012-39-Senate-01: Welcome to the Members and Invitees of the Senate.

The Chairman welcomed all Senators and Invitees.

PART – I: WITH STUDENT INVITEES

2012-39-Senate-02: To confirm the minutes (Part – I) of 38th meeting of the Senate held on 15.02.2012 (Wednesday).

The draft minutes (Part – I) of 38th meeting of the Senate, provisionally approved by the Chairman, Senate were circulated to all members. Since no comments/suggestions on the correctness of the recording of the minutes have been received from any member, Senate confirmed the minutes.

A. RULES, PROCEDURES, CURRICULA AND POLICY MATTERS:
NIL

B. UNDERGRADUATE STUDIES
NIL

C. POST-GRADUATE AND RESEARCH STUDIES:
NIL

D. DISCIPLINE, ENDOWMENT AND STUDENT AFFAIRS
NIL

E. MISCELLANEOUS:
NIL

PART – II: WITHOUT STUDENT INVITEES

2012-39-Senate-03 To confirm the minutes (Part – II) of 39th meeting of the Senate held on 15.02.2012 (Wednesday).

The draft minutes (Part – II) of 38th meeting of the Senate, provisionally approved by the Chairman, Senate were circulated to all members. Since no comments/suggestions on the correctness of the recording of the minutes have been received from any member, Senate confirmed the minutes.

A. RULES, PROCEDURES, CURRICULA AND POLICY MATTERS:

NIL

B. UNDERGRADUATE STUDIES

2012-39-Senate-04: Publication of results of 2nd, 4th, 6th and 8th semesters B.Tech, 2nd and 4th semesters Dual degree B.Tech & M.Tech, 2nd, 4th and 6th semesters Five year Integrated M.Sc. and approval of the list of graduating students.

The results as recommended by the UGPEC were put up by the PIC, Examinations for approval of the Senate.

- 157 -

- a) The results of the following two 8th semester students of Civil Engineering department were withheld due to proposed change in grades of Research Project – II:

Sl. No.	Roll No	Name
1	108CE017	Surendra Dikshith Ravada
2	108CE031	Subhranshu Dwibedi

The Senate advised the department to put up the recommendation of the evaluation committee on the proposed change of grade to the Chairman, Senate for his consideration, after which their results will be published.

- b) The Senate approved all other results as put up.
- c) The Senate expressed its concern regarding award of very low percentage of EX grade in some courses as well as very high percentage of EX or F grades in some other courses.
- d) The Senate advised PIC, Examinations that the result statistics should also reflect (i) the no. of students getting F or X grade due to shortage of attendance, (ii) consolidated statistics for all common courses (like MA201, MA202 etc.) beyond 2nd semester and (iii) consolidated statistics for Open Electives (Subject-wise).

[Annexure-A1, pg.6 - 72]

C. POST-GRADUATE AND RESEARCH STUDIES:

2012-39-Senate-05: Publication of results of 2nd semester M.Tech, 2nd & 4th semesters M.Sc., MBA and MA in Development Studies examinations, Course work results of PhD and M.Tech (Res) students and approval of the list of graduating M.Sc., MBA and MA in Development Studies students.

The results of 2nd semester M.Tech, 2nd & 4th semesters M.Sc., MBA and MA in Development Studies examinations, and the list of graduating M.Sc., MBA and MA in Development Studies students, as recommended by PGPEC were put up by the PIC, Examinations for approval of the Senate.

- a) The PGPEC had recommended that the result of Ms. Garima (211CH1258) be withheld as she had an MPC case in the End-semester examination of CH -626: Nano Science and Technology, but the MPC was not reported to the Examination Malpractice Committee.

The Senate advised the department to report the case to Examination Malpractice Committee so that the committee can submit a suitable recommendation to the Chairman, Senate for consideration.

- b) The committee recommended the other PG results of Spring Semester 2011-12 to be approved by the Senate as put up.
- c) The coursework results of a PhD student Shri Pradeep Kumar Sahu, Roll No. 511EE701 in Autumn 2011-12 could not be put up to the Senate due to oversight. The same was put up to the Senate as follows:

Course code	Course Name	Grade awarded
EE799	Research	A
EE698	Seminar & Technical Writing	B
EE621	Power Electronics Converter & M/c	B

The Senate approved the above result.

- d) Since the Ph.D. and M.Tech (Res) coursework results of some departments were not received in the Academic Office and most departments although have submitted the print copy of the result, they did not submit the soft copy of the results. Due to this all the results could not be compiled. The Senate deferred the publication of the Ph.D. and M Tech (Res) results till 13.06.2012.

[Annexure-A2, Pg. No.73 - 134]

D. DISCIPLINE, ENDOWMENT AND STUDENT AFFAIRS

2012-39-Senate-06: Reports on malpractice cases of End-Semester Examinations, Spring 2011-2012:

Reports on malpractice cases of End-Semester Examinations,

The item was deferred to the next Senate meeting.

[Annexure-A3, pg. No.135 -144]

E. MISCELLANEOUS:

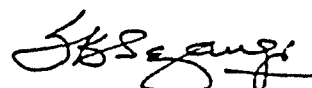
2012-39-Senate-07: Any other matter with permission of the Chair:

The next meeting of the Senate will be held on 13.06.2012.

The meeting ended with thanks to the Chair.



(S. K. Upadhyay)
Registrar & Secretary, Senate



(S. K. Sarangi)
Director & Chairman, Senate



NATIONAL INSTITUTE OF TECHNOLOGY

ROURKELA
NOTE SHEET

Page: _____

Department of Computer Science & Engineering

No: NITRKL /

No: NITR/CSE/

Dated: 27/03/2012

2074/M/570

Subject : " Hosting 2nd International Conference (ICCCS 2012) in CSE
Department"

Registrar

We are organizing 2nd International Conference on Communication, Computing & Security (ICCCS 2012) from 6-8 Oct 2012 at NIT Rourkela.

Kindly do the needful for its approval in the BOG of this Institute and permission from the Home Department of Govt. of India for inviting guests from abroad.

[Signature]
HOD, CS 26/3/12
PROFESSOR AND HEAD
Dept. of Computer Science & Engineering
National Institute of Technology
ROURKELA-769008, (ORISSA)



Date 14.9.12

NATIONAL INSTITUTE OF TECHNOLOGY ROURKELA

Sponsored Research, Industrial consultancy & Continuing Education (SRICCE) Cell

OFFICE ORDER FOR HOSTING A SEMINAR / ^{Int.}CONFERENCE / WORKSHOP

The Department of Computer Science & Engg. is permitted to organize the seminar/
International Conference / workshop on "Communication, Computing & Security (cccs-2012)"
during 6/10/2012 to 8/10/2012.

The main functionaries of the local organizing committee are :

1. Prof. Sunil Kumar Sarangi, ~~Chairman~~ Patron
2. Prof. Sanjay Kumar Jena, ~~Convener~~ General Chair
3. -, Co-Convener
4. Prof. Bibhudatta Sahoo, ~~Treasurer~~ Finance Chair

The Committee is permitted to proceed with printing of the conference brochure as per draft submitted and use this letter of permission to apply for sponsorship from Government and Private agencies.

The Institute agrees to provide the necessary infrastructure and other facilities (e.g. auditorium, lecture rooms, guest house, transport, projectors, AV equipment etc) against applicable charges for successful conduct of the conference. All constituents of the Institute are requested to extend cooperation.

As per note received from PIC, Guest House, required rooms have been booked in the guest houses. Chief Warden has also agreed to accommodate 1 participants in the hostels.

A seed money loan of Rs. 10,000/- is approved for preliminary preparation. The loan is to be refunded within one month of completion of the conference.

The Convener is further directed to ensure that the accounts are completed and audited within one month of completion of the event, and proper utilization certificates sent to the sponsors.

The Local Organising Committee is permitted to open a separate bank account in SBI, NIT Campus Branch Bank in the name of "ICCCS". The account will be operated by the functionaries of the local organizing committee. It will be closed within 2 months of closing of the conference.

M. K. Jena
12/9/12
Dean (SRICCE)

To

Prof. Sanjay Kumar Jena
~~Convener~~, General Chair

Copy to :

Head, Computer Sc. & Engg. Deptt. / Centre

No. NITR/CR/HOD/2012/JML ^{HS} 492
Date. 11.6.2012

From:
Prof. H. S. Maiti
Visiting Professor
Dept. Ceramic Engineering
NIT, Rourkela

June 11, 2012

To
The Director,
NIT, Rourkela

✓ Through: Head, Dept. of Ceramic Engineering

Forwarded.

J.B. Maiti
11/6/12

Sub: Request for a few support facilities from the Institute

Dear Sir,

This is to bring to your kind notice that my contractual tenure of "Visiting Professorship" is scheduled to expire on 31st October, 2012 on attaining the age of 65 years. However, as I am interested to continue serving this Institute for some more time, last January, I made an application to Indian National Academy of Engineers (INAE), supported by your good office, for a position of "Distinguished Professor/ Technologists" tenable at this Institute.

I am happy to let you know that INAE has selected me for this position; originally effective from the month of April, 2012 (copy of their letter is enclosed for your ready reference). However, as my tenure of "Visiting Professorship" is still continuing, I requested them to defer my appointment and make it effective from 1st November, 2012, to which INAE has informally agreed. A cheque of Rs.3.60 lakhs, which accompanied the letter of appointment, has been returned to INAE as per their request. I shall claim this amount immediately before my taking up the position effective from 1st November, 2012.

Kindly note that the honourarium associated with this position is Rs.30,000/- (Rupees thirty thousand only) per month and the same is tenable for a maximum period of three years.

In case this Institute is interested to take advantage of my services beyond 31st October, 2012; I would very much appreciate if the Institute provides me a few facilities as follows:

1. A residential accommodation within the Institute campus, if possible free of charge (water and electricity charges will be paid as usual). It will be convenient if I am allowed to continue in the same quarters (D-20) where I am currently residing.

Copy to the Registrar.

Cont...2/-

J.B. Maiti. 12/6/12
(HOD-CA)

-162-

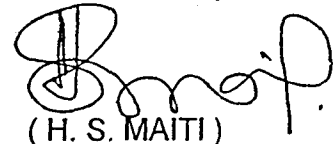
(2)

2. A fixed travel allowance equivalent to that last drawn in the capacity of my current assignment in lieu of providing me a staff car for commuting between the residence and the department.
3. Outdoor medical facility for self and spouse as per the entitlement of my current assignment.
4. In case of any medical emergency for self or spouse, the case may be referred to any of the recognised local hospitals. However, the expenditure will be borne by self.
5. May be treated at par with the regular faculty members of the Institute particularly in terms of office accommodation, computer and telephone facilities both at the office and the residence, library facilities, use of research facilities of the Institute, access to the contingency grant of the department (with the approval of the HOD), supervision of B.Tech, M.Tech and Ph. D students if available, acting as the PI/ co-PI of externally funded projects etc.

An early response will be highly appreciated,

Thanking you in advance,

Yours sincerely,



(H. S. MAITI)

Encl: As above



Copy

DEPARTMENT OF CERAMIC ENGINEERING
NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA – 769008, INDIA

Prof. H. S. Maiti, FNAE, FNASc, FIICeram
Visiting Professor
Ex-Sr. Adviser to DG, CSIR
Ex-Director, CGCRI, Kolkata
Email: hsmaiti2009@gmail.com
Tel: 0661-246-2211(O); +918763432838 (M)
Fax: 0661 2462201/ 2472926

No: NIT/HSM/CR/INAE

Date: March 08, 2012

By Speed Post

To
Brig. S C Marwaha,
Executive Secretary
Indian National Academy of Engineering,
6th Floor, Vishwakarma Bhawan
IIT Campus,
Shaheed Jeet Singh Marg,
New Delhi – 110016

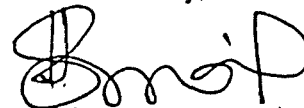
Sub: Returning the Cheque

Dear Brig. Marwaha,

As per your advice, I am hereby returning the cheque No.510683 dated 23rd February, 2012 for an amount of Rs. 3.60 lakhs in favour of the Registrar of this Institute, which was sent to me in connection with my selection as an INAE Distinguished Professor/Technologist.

Kindly acknowledge the receipt of the same at your end,

Yours sincerely,


(H. S. MAITI)

Encl: As above



Copy

DEPARTMENT OF CERAMIC ENGINEERING
NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA – 769008, INDIA

Prof. H. S. Maiti, FNAE, FNASc, FIICeram

Visiting Professor

Ex-Sr. Adviser to DG, CSIR

Ex-Director, CGCRI, Kolkata

Email: hsmaiti2009@gmail.com

Tel: 0661-246-2211(O); +918763432838 (M)

Fax: 0661 2462201/ 2472926

No: NIT/HSM/CR/INAE

Date: March 06, 2012

To
The President,
Indian National Academy of Engineering,
6th Floor, Vishwakarma Bhawan
IIT Campus,
Shaheed Jeet Singh Marg,
New Delhi – 110016

KAO: Brig. S C Marwaha, Executive Secretary

**Sub: Request for deferment of joining date as INAE Distinguished
Professor/ Technologist.**

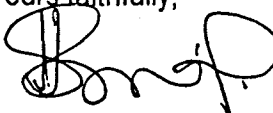
Sir,

I am indeed very grateful to you and all others involved in the selection process for my selection as an INAE Distinguished Professors/Technologists tenable at NIT, Rourkela for the period 1st April, 2012 to 31st March, 2015. (Ref: Your Letter No. INAE/405/NS dated February 23, 2012). Receipt of a Cheque No. 510683 dated 23rd February, 2012 for an amount of Rs.3.6 lakhs is also acknowledged.

However, I like to bring to your kind notice that I am currently engaged as a "Visiting Professor" at the same Institute on a regular scale of Professor, the tenure of which will end on 31st October, this year (2012) on completion of 65th year of age. Therefore, may I request you to defer the effective date of my selection as the INAE Distinguished Professor/Technologist from 1st November, 2012 to 31st October, 2015 and amend the offer letter accordingly? Kindly note that I have not deposited the above mentioned cheque in our Institute account so far. I shall await your instruction on this.

Looking forward to an early response from your end,

Yours faithfully,


(H. S. MAITI)



Indian National Academy of Engineering

6th Floor, Vishwakarma Bhawan, IIT Campus, Shaheed Jeet Singh Marg, New Delhi -110016

Tele: (91)-11-26582635, Fax: (91)-11-26856635, Email: inae@inae.org

BRIG SC MARWAHA, VSM (Retd.)

M. Tech., F.I.E.T.E., F.I.E., C. Eng., M.I.I.P.E., M.B.I.M. (UK)

Executive Secretary

INAE/405/NS

February 23, 2012

The Registrar
National Institute of Technology
Rourkela – 769 008 (Odisha)

Sub: INAE Distinguished Professors/Technologists Awards

Dear Sir,

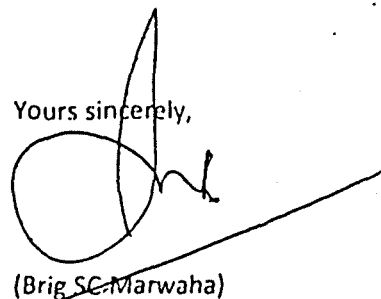
I am happy to inform you that Prof HS Maiti has been selected under the INAE Distinguished Professorships/Technologists scheme, for the period 01 April 2012 to 31 March 2015

An honorarium of Rs 30,000/- per month is admissible under the scheme. You may kindly advise your accounts Branch to deduct necessary tax (TDS) on the amount being paid to Prof HS Maiti and forward a copy of the TDS certificate to this office at the end of the financial year.

You are also requested to submit a Utilization Certificate and Detailed Receipt and Payment Account as per the samples attached at Appendix 'A' and 'B' at the end of each year.

With regards,

Yours sincerely,



(Brig SC Marwaha)

CC:

✓ Prof. HS Maiti
Department of Ceramic Engineering
National Institute of Technology
Rourkela – 769 008
(Odisha)

An SBI Cheque No 510683 dated 23 Feb 2012 for Rs 3.6 lakhs in favour of Registrar National Institute of Technology, Rourkela is enclosed for handing over to the concerned authorities. Please forward the formal official receipt to us.

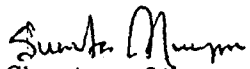
You are also requested to submit an Annual Report as per the format attached at Appendix 'C' at the end of each year.


Besides the annual Report, a formal document collating the entire work done during the tenure will be brought about by the INAE Distinguished Professors/Technologists during the final year of the term.

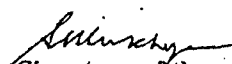
Appo 11
H

UTILISATION CERTIFICATE

Certified that out of Rs.2,70,000=00 of Grant-in-aid sanctioned during the year 2008-09 in favour of S.N. Bose National Centre for Basic Sciences vide Sanctioned No.INAE/405/NS dt.21.2.08 and Rs.62,760=00 on account of unspent balance of the previous year (2007-08), a sum of Rs.2,75,723=00 has been utilised for the purpose of Research work (Honorarium & Contingency) for which it was sanctioned and that the balance of Rs.57,037=00 remaining unutilized at the end of the year has been surrendered to.....(vide Cheque No.....dt.....) will be adjusted towards the grants-in-aid payable during the next year(2009-10).


Signature of the
Section Officer(P)
Section Officer (P/P)
S. N. Bose National Centre
for Basic Sciences
Sector III, Salt Lake
Calcutta - 700 098


Signature of the
Accounts Officer
A. K. SARKAR
Accounts Officer
S. N. Bose National Centre
for Basic Sciences


Signature of the
Registrar
Registrar
S. N. Bose National Centre
for Basic Sciences

RECEIPTS AND PAYMENTS ACCOUNT

During the Period from 01.04.2008 To 31.03.2009

Name of the Scheme : INAE Distinguished Professor Awards

A/c. Prof. B.B. Bhattacharya

(Dt. Of Joining: 01.07.2006)

RECEIPTS

(Particulars of Grant received)

PAYMENTS

(Particulars of Grants paid)

(Particulars of Grants received)														
YEAR	DATE OF RECEIPT	CH.NO, DT & AMOUNT	HONORA-RIUM	CONTIN-GENCY	HRA	TOTAL		DATE OF PAYMENT	VOUCH-NO.	HONORA-RIUM	CONTIN-GENCY		HRA	TOTAL
1	2	3	4	5	6	7	8	9	10	11	12		13	14
2008-09	28.02.08	193008	240000	30000	0	270000=00		28.04.08	P29	20000	0		0	20000=00
		DT.20.2.08						16.05.08	P52	0	4721		0	4721=00
								28.05.08	P76	20000	0		0	20000=00
								10.07.08	P139	0	2912		0	2912=00
								27.06.08	P118	20000	0		0	20000=00
								30.07.08	P159	20000	0		0	20000=00
								19.08.08	P185	0	6600		0	6600=00
								28.08.08	P222	20000	0		0	20000=00
								25.09.08	P241	20000	0		0	20000=00
								29.09.08	P248	0	7020		0	7020=00
								29.10.08	P277	20000	0		0	20000=00
								26.11.08	P302	20000	0		0	20000=00
								15.12.08	P322	0	3370		0	3370=00
								28.12.08	P348	20000	0		0	20000=00
								12.01.09	P369	0	8370		0	8370=00
								28.01.09	P401	20000	0		0	20000=00
								21.02.08	P428	0	2730		0	2730=00
								26.02.09	P459	20000	0		0	20000=00
								28.03.08	P492A	20000	0		0	20000=00
								(commit)						
RECEIPTS DURING THE YEAR(2008-09)			240000	30000	0	270000=00				240000	35723			275723=00
BALANCE B/F FROM PREVIOUS YEAR(2007-08)			60000	2760	0	62760								
TOTAL AMOUNT AVAILABLE DURING THE YEAR(2008-09)			300000	32760	0	332760								
BALANCE C/O TO THE NEXT YEAR(2009-10)			60000	(-)2963	0	57037								

(Signature of Distinguished Professor)
PRINCIPAL INVESTIGATOR

(Signature of Section Officer(P)
Section Officer (P)

S. N. Bose National Centre
for Basic Sciences
1st Floor, Block III, Salt Lake
Calcutta - 700 058

(Signature of Accounts Officer)
A. K. SARKAR
Accounts Officer

S. N. Bose National Centre
For Basic Sciences

(Signature of Registrar)
Registrar

S. N. Bose National Centre
for Basic Sciences

Amx - A13

F. No. 42-3/2012-TS.I
Government of India
Ministry of Human Resource Development
Department of Higher Education
Technical Section - I

Shastri Bhawan, New Delhi,
Dated 6th June, 2012

**Subject : Minutes of the Joint Meeting of Councils of IITs, NITs and IIITs
held on 28th May, 2012 at Vigyan Bhavan, New Delhi**

The Minutes of the Joint Meeting of Councils of IITs, NITs and IIITs, held under the Chairmanship of Shri Kapil Sibal, Hon'ble Minister for Human Resource Development, on Monday, the 28th May, 2012 at Vigyan Bhavan, New Delhi, are forwarded herewith for information and necessary action.

Encl. : as above

Kamal R. Saha
(Kamal R. Saha)

Under Secretary to the Govt. of India

As per list attached

Register

For records
and report to the BOG & Senate.

cc : Director's Desk.

SBSanghvi
2012-06-13

Minutes of the Joint Meeting of Councils of IITs, NITs and IIITs held under the Chairmanship of Shri Kapil Sibal, Hon'ble Minister for Human Resource Development on Monday, 28th May, 2012 at Vigyan Bhavan, New Delhi

The Chairman, IIT and NIT Councils welcomed all the participants (Annexure-I).

2. At the outset, the Joint Secretary, Technical Education brought out in detail as to how the proposed reforms in admission to undergraduate engineering programmes in the country has been under consideration of the Government over the two and half years. It was pointed out that 'in-principle' approval to the proposed Common Entrance Examination, with weightage to State Board results normalized on the basis of percentile formula, as recommended by the Ramasami Committee, was accorded by the IIT Council on 14th September, 2011. The same was also endorsed by the IIITs and the Council of NITs on 14.11.2011 and 18.11.2011, respectively. The proposal was further considered and endorsed 'in-principle' by the State Education Ministers in the Conference held on 22.2.2012.

3. It was explained by JS(TE) that the Government has also been in touch with IITs to understand and appreciate their views on the subject. Apart from constituting a Core Committee of senior academics who interacted with the faculties of some of the IITs, the Chairman of the IIT Council held meetings with the Chairmen, Board of Governors and Directors of IITs on April, 11, 2012. A meeting was also held with the All India IIT Faculty Federation on the same day. In view of the reservations expressed by the Federation, it was decided that the proposed reforms be discussed by the Senates of IITs which could thereafter be taken into consideration by the Council of IITs before arriving at a decision. The IIT Council in its meeting held on 12th May, 2012 considered the recommendations of the IIT Senates and deliberated in considerable detail various alternatives. There was unanimity that to strengthen school system it was necessary to accord due weightage to the performance of the students in class XII board examination. The concerns of the IIT fraternity were also sought to be addressed.

4. Based on the consensus that emerged in the aforesaid Council meeting, a detailed proposal for implementation of the admission procedure to be adopted by the Centrally Funded Technical Institutions (CFTIs), including IITs, as also by the States and

other institutions wanting to be part of the JEE was placed before the joint meeting for consideration. A copy of the said note is at Annexure-II. The broad contours of which were approved and authorised Chairman, IIT Council to effect changes if any required. Prof. Sanjay Dhande, Director, IIT Kanpur made a detailed power point presentation on the subject, highlighting the various stages of the evolution of the proposal, the rationale, eligibility criteria, the mythology of selection and governance structure that were proposed to be put in place. This was followed by an open house discussion.

5. The Joint Councils of IITs, NITs & IIITs considered various views that had emerged during the process of consultations. A strong body of opinion amongst the members of the Council was that the importance of the schooling system has to be revived in the larger public interest by giving due weightage to the performance of students in the Class XII Board examinations and at the same time maintaining the credibility and integrity of admissions to higher educational institutions. After detailed deliberations following unanimous consensus emerged:-

(i) A Joint Entrance Examination for admission to the undergraduate programmes in engineering would be conducted in two parts, JEE-MAIN and JEE-ADVANCED.

(ii) The Class XII Board/equivalent marks normalized on percentile basis through an appropriate formula plus the marks obtained in the JEE-MAIN examination, with equal weightage, would be used by IITs for purposes of gating/screening. Only a fixed number of candidates (five times the number of the seats for admission in the IIT system or a pre-fixed cut-off) screened on the basis of merit assessed on the basis of cumulative score of normalized School Board marks and performance in JEE-MAIN examination would be eligible to be considered for admission. The ranking for admission to undergraduate programmes in IITs would be based entirely on the performance in the JEE-ADVANCED examination from amongst the candidates screened through this process.

(iii) For all other Centrally Funded Institutions, there would be 40% weightage for performance in Class XII Board marks normalized on percentile basis through

an appropriate formula, 30% weightage for performance in JEE-MAIN and 30% weightage in JEE-ADVANCED and a combined merit decided accordingly.

(iv) JEE-MAIN tests shall be multiple choice objective type paper whereas the nature and modalities of the JEE-ADVANCED shall be determined by the Joint Admission Board of IITs.

(v) The proposed changes will be effective from the year 2013 and both CFTIs and CBSE would work jointly to facilitate implementations.

(vi) The Joint Admission Board (JAB) of the IIT system would have complete control on matters such as paper setting, evaluation and preparation of the merit list, etc. over the JEE-ADVANCED and CBSE would provide the administrative support for conduct of the examination. For the conduct of the JEE-MAIN examination an expanded Joint Admission Board shall be constituted including the NIT system, other CFTIs and State Government representatives in an appropriate manner. CBSE will provide the administrative and logistic support for the conduct of JEE-MAIN examination across the country.

(vii) The process of establishing co-ordination between CBSE & JAB-IITs for implementation of the core curriculum in sciences and maths across the CBSE, ICSE and State Boards shall be put in place immediately.

(viii) Those students who have appeared in the Class XII Board examinations in 2012 and wish to improve upon their performance can appear again for the Board examinations in 2013. CBSE and State Boards would make appropriate arrangements to facilitate this through a special dispensation.

(ix) The transparency processes established by the IIT system presently and in AIEEE-2012 shall be adopted for the JEE-MAIN and JEE-ADVANCED too.

6. It was noted that a meeting of State Education Ministers' is scheduled to be held on 5th June where the participation of States in the common national test process would be deliberated upon. States would have the freedom to join in the process and have the autonomy to determine their own relative weightages to normalized Class XII Board marks, performance in JEE-MAIN and JEE-ADVANCED.

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

LIST OF PARTICIPANTS

Joint Meeting of the Councils of IITs and NITs held on 28.05.2012 at Vigyan Bhawan, New Delhi.

Sl. No.	Name	Sl. No.	Name
1.	SHRI KAPIL SIBAL, Minister for Human Resource Development Chairman, Council of IITs & NITs	14.	DR. R.A. MASHELKAR CSIR Bhatnagar Fellow National Chemical Laboratory, Dr. Homi Bhabha Road, Pune
2.	SHRI ASHOK THAKUR Secretary (Higher Education) Ministry of HRD	15.	PROF. P.N. SINGH Chairman, Board of Governors, National Institute of Technology, Agartala
3.	SHRI A.N. JHA Joint Secretary & Financial Adviser Ministry of HRD	16.	PROF. G.K. MEHTA Chairman, Board of Governors Maulana Azad National Institute of Technology, Bhopal
4.	SHRI R.D. SAHAY Joint Secretary Ministry of HRD	17.	DR. K.K. AGGARWAL Chairman, Board of Governors Malaviya National Institute of Technology, Jaipur
5.	MS. MAMTA VERMA, Director (Media), Ministry of HRD	18.	DR. ANIL KAKODKAR Chairman, Board of Governors Dr. B.R. Ambedkar National Institute of Technology, Jalandhar
6.	SHRI DEEPENDER SINGH HOODA, Hon'ble Member of Parliament Lok Sabha, 9, Pandit Pant Marg, New Delhi	19.	PROF. S.K. JOSHI Chairman, Board of Governors Visvesvaraya National Institute of Technology, Nagpur
7.	SMT. VASANTHI STANLEY, Hon'ble Member of Parliament Rajya Sabha, 106, South Avenue, New Delhi	20.	PROF. ASIS DATTA Chairman, Board of Governors National Institute of Technology, Silchar
8.	SHRI SANJAY DHOTRE Member of Parliament Lok Sabha	21.	PROF. B.L. DEEKSHATULU Chairman, Board of Governors National Institute of Technology, Warangal
9.	SHRI J. SATYANARAYANA, Secretary, Department of IT, Ministry of Communication & Information Technology	22.	PROF. D.K. BASU Chairman, Board of Governors National Institute of Technology, Meghalaya
10.	Dr. Ajay Kumar, Joint Secretary, Deptt. of Electronics & Information Technology	23.	SHRI SUMIT BOSE, Secretary (Expenditure), Ministry of Finance
11.	DR. SAMIR K. BRAHMACHARI Director General Council of Scientific & Industrial Research (CSIR)	24.	Prof. C. S. Sheshadri, Director, Chennai Mathematics Institute
12.	PROF. VED PRAKASH Chairman, UGC	25.	Dr. Ajay Kumar, Joint Secretary, Deptt. of Electronics & IT
13.	DR. S.S. MANTHA Chairman, AICTE		

Sl. No.	Name
26.	PROF. SABYASACHI BHATTACHARYA Ex-Director, Tata Institute of Fundamental Research (TIFR)
27.	SHRI ANALJIT SINGH, Chairman, Board of Governors, Indian Institute of Technology, Roorkee Chairman, Max India Ltd.
28.	SHRI M.M. SHARMA, Chairman, BoG, Indian Institute of Technology, Madras
29.	DR. T. RAMASAMI, Chairman, Board of Governors, Indian Institute of Technology, Ropar
30.	SHRI S.V. RAGHAVAN, Chairman, Board of Governors, PDPM-IIITD&M, Jabalpur
31.	DR. B.K. GAIROLA, Director General, NIC,
32.	SHRI VINEET JOSHI, Chairman, CBSE
33.	PROF. DEVANG V. KHAKHAR, Director, Indian Institute of Technology, Bombay
34.	PROF. R.K. SHEVGAONKAR, Director, Indian Institute of Technology, Delhi
35.	PROF. S.G. DHANDE, Director, Indian Institute of Technology, Kanpur
36.	PROF. DAMODAR ACHARYA, Director, Indian Institute of Technology, Kharagpur,
37.	PROF. BHASKAR RAMAMURTHI, Director, Indian Institute of Technology, Madras.
38.	PROF. GAUTAM BARUA, Director, Indian Institute of Technology, Guwahati,
39.	Prof. Pradipta Banerji, Director, Indian Institute of Technology, Roorkee
40.	PROF. PREM KUMAR KALRA, Director, Indian Institute of Technology, Jodhpur.
41.	Prof. Amit Prashant, Associate Dean,

Sl. No.	Name
	Indian Institute of Technology, Gandhinagar.
42.	PROF. ANIL K. BHOWMICK, Director, Indian Institute of Technology, Patna.
43.	PROF U.B. DESAI, Director, Indian Institute of Technology, Hyderabad.
44.	PROF. TIMOTHY GONSALVES, Director, Indian Institute of Technology, Mandi.
45.	PROF. PRADEEP MATHUR, Director, Indian Institute of Technology, Indore.
46.	DR. M. D. TIWARI, Director, Indian Institute of Information Technology, Allahabad.
47.	PROF. S. G. DESHMUKH, Director, ABV- Indian Institute of Information Technology & Management, Gwalior
48.	PROF. (MS.) APARAJITA OJHA, Director, PDPM - Indian Institute of Information Technology Design & Manufacturing - Jabalpur.
49.	PROF. R. GNANAMOORTHY, Director, Indian Institute of Information Technology Design & Manufacturing (IIITD&M), Kancheepuram.
50.	DR. C.T. BHUNIA Director National Institute of Technology, Arunachal Pradesh
51.	PROF. P.K. BOSE Director National Institute of Technology, Agartala
52.	DR. APPU KUTTAN K.K. Director Maulana Azad National Institute of Technology, Bhopal
53.	DR. M.N. BANDYOPADHYAY Director National Institute of Technology, Calicut

Sl. No.	Name
54.	PROF. TARKESHWAR KUMAR Director National Institute of Technology, Durgapur
55.	PROF. RAJNISH SHRIVASTAVA Director National Institute of Tech., Hamirpur
56.	Prof. Rohit Goyal, Dean (Academic), Malaviya National Institute of Technology, Jaipur
57.	DR. SAMIR KUMAR DAS Director Dr. B.R. Ambedkar National Institute of Technology, Jalandhar
58.	DR. ANAND MOHAN Director National Institute of Technology, Kurukshetra
59.	DR. S.S. GOKHALE Director Visvesvaraya National Institute of Technology, Nagpur
60.	PROF. SUNIL KUMAR SARANGI Director National Institute of Technology, Rourkela
61.	DR. N.V. DESHPANDE Director National Institute of Technology, Silchar
62.	PROF. RAJAT GUPTA Director National Institute of Technology, Srinagar
63.	DR. S. SUNDARRAJAN Director, National Institute of Technology, Tiruchirappalli
64.	PROF. T. SRINIVASA RAO

Sl. No.	Name
	Director National Institute of Technology, Warangal
65.	PROF. SANDEEP SANCHETI Director National Institute of Technology, Delhi
66.	DR. A.B. SAMADDAR Director National Institute of Technology, Sikkim
67.	PROF. H.T. THORAT Director National Institute of Technology, Silchar
68.	PROF. DILIP KUMAR SAIKIA Director National Institute of Technology, Meghalaya
69.	DR. (MRS.) S.K. PANDEY Director National Institute of Technology, Puducherry
70.	DR. V. RAMACHANDRAN Director National Institute of Technology, Nagaland
71.	PROF. U.C. RAY Director National Institute of Technology, Mizoram
72.	Prof. G. R. C. Reddy, Director, National Institute of Technology, Goa

Procedure for implementation of the Joint Entrance Examination

The Joint Entrance Examination for admission to undergraduate programmes in engineering would be conducted in two parts, JEE-MAIN and JEE-ADVANCE to be held on the same day. The first MAIN paper -- usually scheduled in the morning hours -- will be an examination of 180 minutes. The main objective of the first paper will be test the foundational understanding of the candidate in Physics, Chemistry and Mathematics as learnt in the 10+2 years. The second paper ADVANCE in the afternoon will also be a paper of 180 minutes duration. It will have the same syllabus as the MAIN paper. The questions will test the problem-solving abilities of students besides the skills of problem formulation and incisive thinking. The syllabus for the MAIN and ADVANCE test will, however, be the same and this common syllabus will be prescribed by the Academic Group of the JEE each year.

2. The School Board marks normalized on percentile basis plus the marks obtained in the JEE-MAIN examination, with equal weightage, would be used by IITs for purposes of gating/screening. Only a fixed number of candidates (five times the number of the seats for admission in the IIT system) screened on the basis of merit assessed on the basis of cumulative score of normalized School Board marks and performance in JEE-MAIN examination would be eligible to be considered for admission.

3. **Language of the Question Papers**

Candidates can opt for question papers either in English or in Hindi. The option has to be exercised while filling Application Form. It cannot be changed later. However, those candidates who will opt question paper medium as Hindi, Bilingual question papers both in Hindi & English will be provided to them for offline testing. The examination shall also be conducted in a State's language, if the State participates in JEE, in respect of the

candidates who are bonafide residents of that state (pursuing/ pursued class XII or equivalent class from that State) and have opted for the State language.

4. **Eligibility Criteria :** The minimum academic qualification for appearing in JEE 2013 is that the candidate must have passed in final examination of 10+2 (Class XII) or its equivalent referred to as the qualifying examination Those appearing in 10+2 (Class XII) final or equivalent examination in 2013 may also appear in JEE 2013 provisionally.

5. **Board Marks -** The JEE result will specify the Board Marks. The percentile rank of a student in the Board, he or she appears in, will be the marks out of hundred for the Board marks component. The rank should be given up to 9 decimal places to enable tie breaking. The formula to be used for the percentile rank is to be

$$(c\ell + 0.5 f_i) / N * 100$$

where $c\ell$ is the count of all scores less than the score of interest, f_i is the frequency of the score of interest (the number of students with the same score), and N is the number of examinees in the sample.

The percentile rank of students are to be based on the scores obtained from adding the marks obtained in the Board examination in the following subjects: a) Physics, b) Chemistry, c) Mathematics, d) one language subject, e) best subject among the electives taken by the student.

6. **Application Forms -** Candidates will submit common application form for a) taking the JEE and b) for admission to the participating CFTIs and other institutions. Application will result in allotment of a reference JEE number. After obtaining this number, a candidate has to apply for counseling/admission in specific participating CFTIs/ other participating technical institutions quoting this number. This will enable the linkage between applications.

7. **Ranking for IITs** - The ranking for admission to undergraduate programmes in IITs would be based entirely on the performance in the JEE-ADVANCED examination from amongst the candidates screened through the process outlined in para 2 above.

8. **CFTI Rank Assignment** - In addition to the marks in the three components, a CFTI Rank will also be provided to each candidate. The rank will be determined by using the following weightages: Board marks – 40%, Main Test – 30%, Advance Test – 30%. The tie of marks, if any, amongst the candidates would be resolved through an appropriate rule framed in this regard.

9. **Other Participating Institutions** – It would be open to the States and other participating institutions to use the results of JEE and to adopt the same pattern of admission, with appropriate weightage for State Board results, normalized on the basis of percentile formula, which would not be less than 40% (and could go even up to 100%) and the JEE scores for the Main Test. (The Advance Test score could also be added if the Institute so wishes like the CFTIs). The medium of question paper will also be as per the participating State's request, in addition to Hindi & English.

10. **JEE Apex Board (JAB):** In order to conduct the examination of a large number of students in an efficient manner, an apex body called JEE Apex Board will be constituted, comprising of representative Directors of IITs, NITs, a Director of IIIT, Chairpersons of UGC, AICTE and CBSE and a nominee of MHRD, after due notification by the Ministry of HRD after the adoption of the same by the Councils of IITs, NITs and competent authorities of other CFTIs. The Board will have an eminent academician as Honorary Chairperson and a full time Executive Director who will be responsible for smooth conduct of the JEE. This Board would act as a permanent secretariat which will coordinate the activities of the JEE Academic Group, JEE Delivery Group and JEE Interface Group which would be constituted every year by the JAB. The JAB will have the final authority for setting up the policies, rules, regulations of conducting the JEE. It is proposed that the permanent secretariat to the JAB will be provided by the CBSE by using the existing infrastructure/ manpower of the AIEEE with a small number of post

creations, as per the need. This secretariat will be responsible for serving the JAB as well as other Groups created for the purpose. This will also be responsible for Administration, Finance, Court Cases, RTI, etc.

11. **JEE Academic Group:** The activities of paper setting of MAIN and ADVANCE for JEE 2013 are academic exercises. Hence, a group of specialists primarily from the IITs headed by Convener (Academic) will be constituted. This group is called JEE Academic Group (JAG). The Group will have two sub-groups – one for MAIN and the other for ADVANCE.

12. **JEE Delivery Group:** The delivery processes such as collection of application forms, collection of fees, coordination with zonal offices, delivery of test papers etc will be the responsibility of JEE Delivery Group (JDG). It will be headed by Convener (Examination).

13. **JEE Interface Group:** The coordination with school boards, the handling of several legal issues, ensuring strict security of the organization and evaluating the school board performance of students in a normalized manner shall be handled by a group – JEE Interface Group (JIG). The implementation of arriving at the normalized school performance shall be coordinated by JEE Interface Group. It will be headed by Convener (Interface).

14. The detailed Terms of Reference and composition of the JAB, JEE Academic Group, JEE Delivery Group and JEE Interface Group would be notified by the Ministry of Human Resource Development.

15. The JEE test will be conducted at least twice in a year so that students who wish to attempt more than once can be allowed to do so in a year. The first JEE will be held in April, 2013 and the second JEE examination will be held in November/December, 2013. The third JEE will be held in April, 2014.

MINUTES

16th Meeting of the Building & Works Committee



DATE : 15th June, 2012 (Friday))

TIME : 09.30 A.M.

VENUE: Board Room, NIT, Rourkela



राष्ट्रीय प्रौद्योगिकी संस्थान, राउरकेला

National Institute of Technology, Rourkela

Minutes of the 16th Building & Works Committee, National Institute of Technology, Rourkela held at 09.30 AM on 15.06.2012 (Friday) in the Board Room of the Institute.

Members Present:

- | | | |
|--|-----|-----------|
| 1. Prof. Sunil Kr. Sarangi, Director
N.I.T., Rourkela. | ... | Chairman, |
| 2. Mrs. Vandana Chaudhury
Section Officer, MHRD, New Delhi | ... | Member |
| 3. Prof. R. K. Rahoo,
Mechanical Engineering
Professor, NIT Rourkela | ... | Member |
| 4. Prof. S. K. Sahoo,
Dean(PD), Civil Engg., NIT., Rourkela. | ... | Member |
| 5. Shri S. K. Upadhyay, Registrar, NIT, Rourkela | ... | Secretary |

Members Absent:

- | | | |
|--|-----|--------|
| 14. Shri Ajaya Kr. Nayak, DGM
Civil Engineering, Town Engineering Department,
SAIL, RSP, Rourkela. | ... | Member |
| 15. Shri Vinod Kr Shrivastava, DGM
Refrigeration & Air Conditioning, RSP.,
SAIL, RSP, Rourkela | ... | Member |

Invitees Present:

- | | | |
|---|-----|---------|
| 6. Shri U. Mishra
Executive Engineer, PWD, Rourkela | ... | Invitee |
| 7. Prof. Sarat Kr. Das
PIC, Civil Construction, NIT Rourkela | ... | Invitee |
| 8. Prof. K. C. Biswal,
PIC, Civil Maint., NIT., Rourkela | ... | Invitee |
| 9. Prof. A.K. Panda,
VP, Civil Engg., NIT Rourkela. | ... | Invitee |
| 10. Prof. A. K. Sahoo
VP, Civil Engineering Dept., NIT Rourkela | ... | Invitee |
| 11. Mr. S. P. Mohaptra,
EE (Civil), Estate Office, NIT Rourkela. | ... | Invitee |

Invitees Absent:

- | | | |
|---|-----|---------|
| 14. Er. R.C. Mishra
Superintending Engineer, CPWD, Bhubaneswar | ... | Invitee |
| 17. Prof. Chitti Babu
PIC, Electrical Maint., NIT Rourkela. | ... | Invitee |

Leave of absence was approved for all members absent.

Prequalification applications have been invited from leading Architects for providing comprehensive architectural services for the following projects to be taken up in NIT.

Item No.	Name of Project	Approx. Built up Area
1.	Master Plan of the Institute (covering made up levels of every area, roads, buildings, ICT, electrical, water, sewerage, green technologies etc.)	260 hectare
2.	Renovation of existing academic buildings (improvement in the light of availability of new materials and new standards).	40,000 sqm.
3.	Undergraduate Laboratory Complex (4 storeyed buildings).	12,000 sqm.
4.	Student Activity Centre (4 storeyed building to contain Indoor Stadium, gymnasium, offices of clubs & societies, canteens, stationery shop, ATM, barber shop, lots of open space, etc.).	10,000 Sqm
5.	Civil Engineering Department Building (4 storeyed buildings).	8,000 sqm
6.	Other smaller buildings and structures	

The task includes comprehensive architectural services, i.e. designs, drawings including detailed construction drawings and preliminary estimates of cost.

In response to the advertisement in News papers and NIT Website, offers from Architects have been received as given the Annexure.

Preparation of Comparative Statement showing their organization, volume of business done during last 3 years, experience etc, for the above Architectural firms is in progress. Thereafter, the firms will be asked to give presentation of their works executed by them in front of a duly constituted committee, based on which selection of Architect will be done, following the Government of India guidelines.

The BWC advised the administration to constitute a committee for scrutinizing proposals and appointing the Architects.

The following composition of the committee was approved by BWC:

- 1) Prof. R. K. Banerji, former Professor of Architecture and Dy. Director, IIT, Kharagpur.
- 2) Prof. Joydip Burman, Professor of Architecture, IIT, Kharagpur.
- 3) Prof.(Mrs) Sanghamitra Basu, IIT, Kharagpur
- 4) Professor, Architecture, NIT, Nagpur to be deputed by Director, NIT, Nagpur.
- 5) Professor, Architecture, BIT Mesra, Ranchi to be deputed by Director, BIT, Mesra.
- 6) Prof. Sanchit, NIT, Delhi

If any of the members is unavailable, Chairman, BWC may chose another expert of comparable standing under intimation to the Chairman, BOG.

[Annexure-A5, Page No.27-39]

1) EXTENSION OF CERAMIC ENGINEERING DEPARTMENT BUILDING.

Existing Built up Area	=	896.470 sqm.
Increase in Built up Area	=	2509.600 sqm
Total estimated cost	=	Rs. 3,98,51,312.67

In response to the advertisement in News papers and NIT website, offers from the following three firms were received:

- i) M/s ZA Construction, Rourkela
- ii) M/s P. D. Agarwal, Raipur
- iii) M/s S. P. Padhi, Burla

After opening the techno-commercial bids, it is observed that all the above mentioned firms are technically qualified. Then the price bids were opened.

It is observed that M/s P. D. Agarwal have become L₁ at a total price of Rs. 3,98,51,312.67 against the estimated price of Rs. 3,98,51,312.67, which is at par with our estimate. The members of the committee recommend to award the work to M/s P. D. Agarwal at a value of Rs. 3,98,51,312.67.

The BWC noted that work order has been issued and work has been initiated as per proposal and BOQ approved by BWC earlier.

2. EXTENSION OF MINING ENGINEERING DEPARTMENT BUILDING.

Existing Built up Area	=	1726.05 sqm
Increase in Built up Area	=	1901.86 sqm
Total estimated cost	=	Rs.3,05,05,055.10

In response to the advertisement in News papers and NIT website, the offers from the following three firms were received:

- i) M/s ZA Construction, Rourkela
- ii) M/s P. D. Agarwal, Raipur
- iii) M/s S. P. Padhi, Burla

After opening techno commercial bids, it is observed that all the above mentioned firms are technically qualified. Then the price bids were opened.

It is observed that M/s P. D. Agarwal have become L₁ at a total price of Rs. 3,05,05,055.10 against the estimated price of Rs. 3,05,05,055.10, which is at par with our estimate.

The members of the committee recommend to award the work to M/s P. D. Agarwal at a value of Rs. 3,05,05,055.

The BWC noted that work order has been issued and work has been initiated as per proposal and BOQ approved by BWC earlier.

The members of the Committee observed that M/s S. Regional Construction & Company, M/s Indian Projects Associates, M/s A. K. Mohanty & M/s Nirmana Construction are technically qualified for the above work. M/s Sanjiv Kumar Nayak has not submitted the required documents like Work Order, Progress Certificate etc. with the Techno Commercial bid. Hence he is not fulfilling the eligibility criteria stipulated in the Tender and as such are not technically qualified for the above work. Similarly M/s S. K. Mohanty is also not technically qualified for the work as not fulfilling the eligibility criteria.

Considering the above, the members of the Committee decided to open the Price Bids of the following four firms:

- i) M/s S. Regional Construction & Company,
- ii) M/s Indian Projects Associates,
- iii) M/s A. K. Mohanty
- iv) M/s Nirmana Construction.

It is observed that M/s Nirmana Construction have become L₁ at a total price of Rs. Rs. 80,74,607.79 against the estimated price of Rs. 85,00,481.93, which is 5.01% below the estimate.

The members of the Committee recommend to award the job to M/s Nirmana Construction at a total price of Rs. Rs. 80,74,607.79.

The BWC noted that work order has been issued and work has been initiated as per proposal and BOQ approved by BWC earlier.

5. CONSTRUCTION OF AN OVERBRIDGE ON ROAD NO-4.

Total estimated cost = Rs. Rs. 27,24,106.45.

In response to the advertisement in News papers and NIT website, the offers from the following six firms have been received:

- i) M/s S. K. Mohanty, Rourkela
- ii) M/s Indian Projects Associates, Rourkela
- iii) M/s A. K. Mohanty, Rourkela
- iv) M/s P. C. Mohanty, Rourkela
- v) M/s Makhil Lal Agarwal, Chakradharpur
- vi) M/s S. Regional Construction & Company, Ranchi
- vii) M/s Jitendra Prasad, Rourkela

The members of the Committee opened the Technical Bid of the firms and went through the details of the Comparative Statement (Technical) indicating Registration details, experience, value of the work done during last 3 years, etc. of the firms and found that all the above mentioned firms are technically qualified.

Then members of the Committee opened the price bids in the presence of the representatives of the firms and observed that M/s S. K. Mohanty have become L₁ at a total price of Rs. Rs. 25,69,649.61 against the estimated price of Rs. 27,24,106.45, which is 5.67% below the estimate.

The members of the committee recommend to award the work to M/s S. K. Mohanty at a total price of Rs. Rs. 25,69,649.61.

The BWC noted that work order has been issued and work has been initiated as per proposal and BOQ approved by BWC earlier.

The members of the Committee recommend to award the job to M/s Indian Projects Associates at a total price of Rs. 34,27,944.70 (i.e. 4.57% below the estimate).

The BWC noted that work order has been issued and work has been initiated as per proposal and BOQ approved by BWC earlier.

8. CONSTRUCTION OF TECHNOLOGY INNOVATION & INDUSTRY RELATIONS CENTRE

Estimated Cost	=	Rs. 27,99,80,089.00
Total Built up Area	=	14,335.0 sqm
Air Conditioned Area	=	6000.0 sqm

In response to the advertisement in News Papers and website, the following seven firms purchased the Tender Documents:

- a. M/s HSCL Ltd., Rourkela.
- b. Er. S. P. Padhi, Burla
- c. M/s P. D. Agarwal, Raipur
- d. M/s MARG Ltd., Chennai
- e. M/s Shapoorji Pallonji & Co. Ltd.
- f. M/s Ramkey Infrastructures Ltd.
- g. M/s Engineering Projects (I) Ltd.

A pre-bid conference was held on 25.05.2012 wherein all the points raised by the bidders were clarified and were informed in writing. Thereafter, on due date (i.e. 04-06-2012), the following three firms have submitted their tenders in 3 parts (i.e. EMD, Techno Commercial bid, Price bid):

- i) M/s HSCL, Rourkela
- ii) M/s P. D. Agarwal, Raipur
- iii) Er. S. P. Padhi

The members of the Committee opened the envelopes containing the EMDs and observed that all the above mentioned firms have submitted required amount of EMD. Then, the members of the Committee opened the envelopes containing the Techno Commercial Offers. A Comparative Statement (Technical) was prepared indicating their registration, experience, value of work executed during last 5 years, etc.

The members of the Committee after going through the Comparative Statement (Technical) and other documents submitted by them observed that all of the above mentioned firms are technically qualified for the work.

Then, the members of the Committee opened the price bids on 06.06.2012 in the presence of the representatives of the above mentioned qualified firms and observed that Er. S. P. Padhi has become L₁ at a total price of Rs. 26,67,88,876.12 (i.e. 4.71% below the estimate) against the estimated price of Rs. 27,99,80,089.00.

Considering the above, the members of the Committee recommend to award the job to Er. S. P. Padhi at a total price of Rs. 26,67,88,876.12 (i.e. 4.71% below the estimate).

The BWC approved the proposal and directed the administration to proceed with the work.

[Annexure-A7, Page No.47- 55]

BWC:16(2012)-12: 1) Construction of a dormitory for Mess & Security staff for C V Raman Hall of Residence:

After completion of the extension portion of C V Raman Hall, the capacity of the hostel will be increased to about 700. It is necessary to provide a dormitory for the female mess and security staff for this hostel. It is proposed to renovate the existing security barrack (one storeyed) adjacent to the hostel and construct one more floor over this building (Built up area = 144.00 sqm). It will cost about Rs. 25 lakhs.

The BWC approved the proposal.

2. Construction of a modern Children Park in the campus:

Construction of a staff Recreation Building has been completed in the campus. It is proposed to install a modern Children Park adjacent to this building. Tender for Expression of Interest has already been invited through advertisement in the news papers. Offers from three firms received. Tenders under finalization. It may cost approximately Rs. 15 lakh.

The BWC approved the proposal.

3. Construction of a centralized car Parking for 'F' Type Quarter (90 Nos Houses).

In view of large increase of cars by the inhabitants of 'F' Type Quarters, it is necessary to construct 30 nos. of centralized car parking for the employees. Details drawings have been prepared in house. It is estimated to cost about Rs. 30.00 lakhs.

BWC agreed to take up the task partially, i.e. only 16 units in the first phase.

4. Renovation of Transit Flat Houses (18 nos.) and 'E' type flats (18 nos.):

It is necessary to renovate these quarters to bring their quality in line with other houses of comparable standard. It will cost about Rs. 90.00 lakh.

The item was deferred.

5. Provision of precast interlocking paver blocks in the berms of important roads.

Presently, black topping of Technology Avenue, Gulmohar Road and Eastern Avenue is nearing completion. There has been large increase in the student, staff and faculty strength which will further increase in due course. It is found that there is large crowd of pedestrians/students on the roads such as Academic Avenue, Gulmohar Road and Eastern Avenue.

E) MINOR WORKS:

BWC:16(2012)-14: HOD(EM) presented the works which were completed in 2010-11 and the ongoing projects for the year 2012-13. BWC noted the contents and approved the steps taken.

[Annexure-A10, Page No. 59-62]

F) MISCELLANEOUS ITEMS:

BWC:16(2012)-15: Any other item with the permission of the Chair.

The meeting ended with thanks to the Chair.



(S.K. Upadhyay)
Registrar & Secretary
Building & Works Committee



(S. K. Sarangi)
Director & Chairman
Building & Works Committee

STATUS OF PROGRESS OF ONGOING MAJOR WORKS (AS ON 08.06.2012)

Sl. No.	Name of The Project	Name of The Agency	Cost of The Project (Lakh)	Schedule Date of Start	Schedule Date of Completion (As per W.O.)	Expected Date of Completion	Present Status
1	MAJOR PROJECTS						
1.1	Biomedical	M/s. UPRNN Ltd		8/4/2008	7/4/2010	31/12/2010	Handed over and in use. False ceiling is pending for AC ducting
1.2	Lecture Hall Complex	M/s. UPRNN Ltd		8/4/2008	7/4/2010	31/10/2012	*6 Lecture Halls already handed over and in use. *6 Lecture Halls ready for handing over. *Balance Lecture Halls will be ready by 30/6/2012. * External stone cladding work and some finishing works in progress.
1.3	Electrical & Electronics	M/s. UPRNN Ltd		8/4/2008	7/4/2010	30/11/2012	*Two floors (GF+FF) are ready for handing over. *Structural work pending for high voltage lab where some modifications and increase in scope of work has been suggested by the Architect. * External stone cladding work and some finishing works in progress.
1.4	Faculty Residence	M/s. UPRNN Ltd		8/4/2008	7/4/2010	30/11/2012	*1 Block handed over and in use. *2 Blocks are getting ready for handing over by 30/6/2012. *Balance 3 Blocks will be handed over by 30/11/2012
1.5	1000 Seated Hostel	M/s. UPRNN Ltd		8/4/2008	7/4/2010	30/11/2012	*500 rooms handed over and in use. *256 rooms will be handed over on 30/6/2012. * Balance rooms will be handed over by 30/11/2012. *Finishing work in progress.
		Total	Rs 14125.14				
2	Extension of C.V Raman Hall	M/s. P.D Agarwal	2034.98	2/6/2010	1/10/2012	1/10/2012	*171 Rooms already handed over & in use. *171 Rooms ready for handing over. *Dining Hall ready. *Finishing work in progress for other portions.
3	Extension of Chemical Engg. Dept.	Er. S.P Padhi	982.2	15/6/2010	14/6/2012	14/12/2012	*Half portion of the building completed. *Finishing work in progress for other portions.
4	Construction of Dormitory for mess	M/s. S.K Sahoo	456.46	22/12/2010	21/12/2012	21/12/2012	*Finishing Work in progress

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5	Construction of Common Dining Block for MV Hall & GD Birla Hall & Construction & Renovation of GD Birla Hall	M/s. P K Raut	527.47	14/2/2011	13/2/2013	13/2/2013	*Extension Block- Completed. *Dining Block- Finishing work in progress. *Renovation work- About 30% completed
6	Common Dining Block for Dhirubhai Ambani & Swaminathan Hall & Construction & Renovation	M/s. Dakeswari Enterprises	529.97	10/3/2011	9/3/2013	9/3/2013	*Extension Block- Completed *Renovation 104 rooms handed over. *Dining Block-GF roof casting done. *Renovation on progress.
7	Extension of S S Bhatnagar Hall	M/s. P K Raut	1086.75	6/6/2012	5/12/2013	5/12/2013	Foundation Work in progress
8	Extension of Swaminathan Hall	M/s. S K Sahoo	744.92	6/6/2012	5/12/2013	5/12/2013	Foundation Work in progress
9	Extension & Renovation of K M Shaw Hall	M/s. Dakeswari Enterprises					*Foundation Work in progress for the extension portion *Renovation work in progress
10	Extension of Ceramic Engg. Dept.	M/s. P D Agarwal	398.5				Foundation Work in progress
11	Extension of Mining Engg. Dept.	M/s. P D Agarwal	305.05				Foundation Work in progress
12	Construction of New Road (Phase II)	M/s. Jitendra Prasad	360				Earthwork in embankment in progress
13	Renovation of 'B' Type Quarters	I) M/s. Eastern Infrastructure Pvt Ltd.	99.03	30/1/2012	29/1/2013	29/1/2013	In progress
		II) M/s. Indian Projects Associates	63.02	30/1/2012	29/1/2013	29/1/2013	In progress
		III) M/s. K G Sahoo	36.01	30/1/2012	29/1/2013	29/1/2013	In progress
14	Renovation of 'A' Type Quarters	I) M/s. Nirman Construction	152.51	31/5/2012	30/5/2013	30/5/2013	In progress
		II) Infrastructure Pvt Ltd	101.67	31/5/2012	30/5/2013	30/5/2013	In progress

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