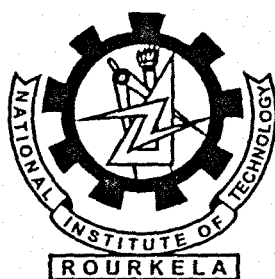


Minutes of Tenth Meeting of the Board of Governors



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

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National Institute of Technology Rourkela – 769 008 (Orissa)

Minutes of the 10th Meeting of Board of Governors of National Institute of Technology, Rourkela held at Trident Hilton Hotel, Bhubaneswar on 16.06.2006 (Friday) at 5.30 pm.

Dr. B Panda, Chairman, Board of Governors chaired the meeting. The following members attended the meeting.

Members Present:

- | | | |
|----|--|-------------------------------|
| 1. | Dr. Bansidhar Panda
Board Of Governors,
NIT Rourkela | Chairman |
| 2. | Mr. B.K. Ray
Desk Officer (Finance)
MHRD, Govt. of India,
(Dept. of secondary & higher education),
Shastri Bhawan,
New Delhi – 110 001. | Representative of
FA, MHRD |
| 3. | Father, E. Abraham
Director, XIM
Bhubaneswar | Member |
| 4. | Prof. Satyananda Acharya
Ex-VC, Utkal University
Director, IMFA Ltd.,
Bhubaneswar | Member |
| 5. | Dr. Sanak Mishra
CEO, Jharkhand Project
Mittal Steel , New Delhi | Member |
| 6. | Prof. P.K.J. Mohapatra
Professor,
Industrial Engg. & Management
IIT Kharagpur | Member |
| 7. | Prof. G. S.Rath
Professor,
NIT Rourkela | Member |

- | | | |
|-----|--|--------------------|
| 8. | Prof. K.R. Patel
Mechanical Engineering
NIT Rourkela | Member |
| 9. | Prof. Sunil Kr Sarangi
Director, NIT Rourkela | Member & Secretary |
| 10. | Mr. S.K. Upadhyay
Registrar,
NIT Rourkela | Special Invitee |

Members who could not attend the meeting:

1. Shri Ravi Mathur, IAS
Joint Secretary, MHRD
2. Prof. D. Acharya
Vice Chancellor, BPUT
Rourkela
3. Dr. (Mrs.) Renu Batra
Joint Secretary, UGC
New Delhi
4. Dr. K. Madhu Murthy
Adviser (Admn.), AICTE
I.G. Sports Complex
New Delhi
5. Shri N. R. Mohanty
Ex-Chairman, HAL
Apartment No 302, SCION Court
1st Cross, Kaggadas Pura,
C.V. Raman Nagar P.O.
Bangalore

The leave of absence was approved.



A. GENERAL AND PROCEDURAL MATTERS

BOG – 10(2006) – 1: Welcome to all the members and invitees to the meeting by the Chairman.

Chairman welcomed all the members to the 10th Meeting of the Board of Governors.

BOG – 10(2006) – 2: Confirmation of the minutes of the 9th Meeting of the BOG.

The minutes of the 9th Meeting were sent to the members vide letter No. NITRKL/PS.5 (i)/2006 dated March 22, 2006 inviting comments on the correctness of the recording. No comments have been received from any member. The minutes were confirmed by the Board.

The following typographical errors were corrected in the minutes of the 9th meeting of the BOG.

1. BOG-9(2005) – 9, Annexure – A5

Page No.	Sl No.	Rationalised designation wrongly mentioned	Rationalised designation to be read as
71	20	Sr. Mechanic(SG)	Sr. Mechanic
71	24	Senior Mechanic	Mechanic
71	25	Mechanic (SG)	Sr. Mechanic
71	18	Driver Gr. II	Driver Gr.I

2. BOG – 9(2005) – 3

The date for rationalized pay scale for employees (given regular promotion) may be read as 01.01.2005 instead of 01.08.2004.

BOG – 10(2006) – 3: To report on the action taken on the decisions made in the 9th Meeting of BOG held on 7th February 2006 and to discuss matters arising out of the minutes.

A summary of action taken against the decision of the BOG in its 9th Meeting held on 07.02.2006 was presented for the Board's consideration.

The Board noted the actions taken against the decisions of the Board in its 9th meeting, and expressed satisfaction over the progress made in various fronts of administration and development.

In matters of rotation of headship vide item BOG – 9(2005) – 7, it was suggested to explore the idea of recruiting department heads through Search Committees, which may bring in eminent persons to the Institute. The Board accepted the idea in principle, and directed to administration to examine the pros and cons, and the exact procedure to be followed.



BOG- 10(2006) – 4: To record the Director's Report on the affairs of the Institute since last BOG Meeting i.e., 9th Meeting held on 7th February 2006.

The Board noted the progress made under the plan projects and advised Director to work towards speedier implementation. It expressed its happiness over securing of sponsored projects by the faculty, and directed the Administration to promote sponsored research in the Institute.

[Annexure – A1]

BOG- 10(2006) – 5: To record the minutes of the 5th Meeting of the Building and Works Committee held on 13.05.2006. Recommendation regarding specific Board approval are included in agenda items under BOG – 10 (2006) – 13.

The Board noted the minutes of 5th meeting of the Building and Works Committee.

BOG – 10(2006) – 6: To record the minutes of the 8th Meeting of the Finance Committee held on 07.02.2006.

The Board noted the minutes of the 8th meeting of the Finance Committee.

B. POLICY AND IMPORTANT ADMINISTRATIVE MATTERS

BOG – 10(2006) – 7: Vision, Mission and Organisation of the Institute.

(a) Vision and Mission of the Institute

The Board considered the mission, guiding principles and vision of the Institute generated on the basis of workshops held in the Institute with the assistance of Management Training Institute, Ranchi [Annexure-A2]. The Board considered it to be a good beginning, but felt that more serious effort is necessary to create a more meaningful document.

It was decided to continue the exercise, taking assistance of CII, IIT, Kharagpur and XIM, Bhubaneswar. It was decided to invite members of the Board to the Workshop to be held at NIT.

[Annexure – A2]

The Board examined and accepted the Land use Master Plan prepared by M/s M. N. Dastur & Co, Kolkata [Annexure-A3]. The administration was advised to follow this land use plan for all future constructions. The Board discussed the present situation of encroachment by unauthorized settlers, the theft, power tapping, and other law and order problems created by them and the pending court case. The Board was also informed about the failure of the administration to construct boundary wall due to forcible obstruction by the encroachers, and the helpless position of the administration resulting from the unsettled court case. The Board directed the Director to request the Civil Administration of the State to evict encroachers and secure the boundaries of the Institute.

[Annexure – A3]

The Board considered the question of providing housing to the faculty. Considering the shortage of faculty accommodation, the Administration was advised to work on new construction on priority basis. It was decided to make one type of Faculty Housing (Preferably 160 sq.m. internal area + appropriate common built up area, as multistoried flats) instead of present A, B, C and D types.

The Board debated on the merit of 4 floor (no lift) vs. 8 floor (with lifts) construction. The Director was advised to seek opinion of experts and make a decision keeping in view the need of the users and the desirability of having enough open space for the future.

(b) Organisation of the Institute

As per the original RULES approved by the Ministry, the Institute has 16 departments and 4 centres. To streamline the process of administration, it was felt that some reorganization is necessary to incorporate decisions of BOG from time to time. The following amendments to the rules have been approved by the Board at different times. The Board's decision will be submitted to the Ministry for its consent.

Table 1: Corrections to be incorporated in the rules

Department	Change of name or other action proposed
Metallurgical Engineering	Metallurgical and Materials Engineering
Applied Electronics and Instrumentation Engineering	Electronics and Communication Engineering
Applied Mechanics and Hydraulics Engineering	Merged with Civil & Mechanical Engineering Departments
Applied Mathematics	Mathematics
Humanities	Humanities and Social Sciences
Training and Placement	Change from "Department" to "Centre"
Nodal Centre	May be deleted. It is a project sponsored by AICTE.
EDP Centre	May be deleted. It was a project sponsored by DST; now a part of SRICCE office.

New departments and Centres to be set up as approved by BOG :

1. Department of Biomedical Engineering.
2. School of Business Management.
3. Tribal Development Centre.

New Centres of Excellence proposed for approval of BOG:

1. Centre for Development of Nanomaterials.
2. Centre for Industrial Refrigeration and Cryogenics.
3. Centre for Industrial Electronics and Robotics.

The Board accepted the changes and permitted the Director to seek consent of Ministry to change the "Rules".

BOG – 10(2006) – 8 Recruitment of Faculty.

The Board noted and approved the steps taken towards recruitment of faculty as given in Annexure-A4. It also approved the list of successful candidate given in Annexure-A5. The Director and Registrar were advised to issue appointment letters to the successful candidates without waiting for the confirmation of the minutes.

In case of Prof. Routa of the Department of Electrical Engineering the representative of the Ministry pointed out that the Ministry has taken a decision not to permit CAS promotion to the rank of Professor in the absence of a Ph. D. degree. Therefore, the (qualified) recommendation of the Selection Committee to promote Prof. S. Routa to the post of Professor was not accepted by the Board.

The Board considered the recommendation of Selection Committee on Dr. (Mrs.) Bhaswati Pattnaik of the Department of Humanities and Social Sciences who completes 4 years as Lecturer on 6th July 2006. To qualify under CAS, she needs to complete 4 years before July 1, 2006. Considering her Ph. D. degree, the BOG felt that Dr.(Mrs.) Pattnaik can be given a relaxation of six days.

It was however decided to seek the opinion of the Ministry in this regard. The Director was advised to seek the advice of the Ministry, and if the advice is favourable, to issue appointment letter to Dr.(Mrs.) Pattnaik.

[Annexures – A4 & A5]

BOG – 10(2006) – 9: Action on the strike by Class-III and Class –IV employees during November –2004:

Some of Group C and Group D employees resorted to an unlawful strike during November 11-16, 2004 which was considered by the Board in its 6th meeting. The Board had prescribed certain punitive measures as a deterrent against repetition of such tactics by a section of the employees succumbing to external influence. As per directive of the BOG, office order was issued by the Administration vide No. NITR/ RD/660 dated 23.03.2006 to implement the deterrent measures approved by the Board vide its resolution No. BOG-9(2005)-3 (e) against (Item BOG-6 (2005)-7) dt. 07.02.2006. It also noted that the implementation of the office order was withheld by the Director in response to a request for reconsideration by the Board by functionaries of the Non-Teaching Employees' Association and the Class-IV Employees' Association, which are not yet formally recognized by the Board. The Administration sought a clean directive from the Board in this regard.

The Board recapitulated the facts of the incident as follows:

Certain employees of the Institute went on a lightening strike on 11th November 2004 responding to a strike call by the Presidents and Secretaries of the Non-Teaching Employees' Associations (not yet recognized by the Board in protest against decisions of the Board to (a) implement orders of the Ministry to set up screening committee for fixing retirement age of employees at 58 or 60 years, (b) implement



Government of India rules in matter of compassionate appointment and (c) not to extend services of casual workers without definite duties beyond a stipulated date. While some employees responded to appeal by the Administration and returned to work after one day others stayed away for much longer duration (up to 6 days).

The matter was discussed by the Board in its 6th meeting held on 28.01.2005 and the following deterrent steps were decided.

Table 2: Categories of staff participating in strike of Nov. 2004

Category of Staff	Brief description of group	Loss of Pay	Additional measures
1	No strike	NIL	NIL
2	One day only (11.11.04)	One day	NIL
3	> 1 day	Number of days absent including intervening off days and holidays	Stoppage of increment for one year
4	Security Personnel on strike	All days absent including off days falling in between	Stoppage of increment for 2 years
5	Coordination Committee members	-do-	Stoppage of increment for 2 years
6	Association functionaries who gave strike call	-do-	Stoppage of increment for 3 years
7	Persons involved in threatening on 10.11.04	-do-	Stoppage of increment for 3 years

In addition to the papers enclosed in the original agenda, the Board examined the following documents presented to it during the meeting:

- (a) a combined representation by 156 employees praying for debiting the number of days from leave accounts of concerned employees in view of " no other option but to go for a mass protest" and " heaviness of the punishment as compared to number of days of strike".

- (b) 11 individual representations by:

1.	S/Sri Dhansingh Bhumi	EC - 598709
2.	Prabir Kumar Dash	EC - 487500
3.	B.C.Patnaik	EC - 467321
4.	Parsuram Sethi	EC - 493626
5.	Anil Ku. Barik	EC - 599736
6.	Dhushasan Gadmajhi	EC - 595648
7.	Jayanta Ku. Sarangi	EC - 484455
8.	P.C. Panda	EC - 466317
9.	S.N.Biswal	EC - 475403
10.	Ms. Sukumari Dhal	EC - 475404
11.	Sri B.B.Behera	EC - 489556

conveying unqualified regret for the act of indiscipline and giving an undertaking not to repeat such action in future.

- (c) Copy of a letter written by the Hon^{ble} Minister of HRD stating that the principle of "no-work-no pay" is the "minimum" deterrent possible under the rules. [copy provided by employees]
- (d) Recommendation of the Director for lenient treatment.

The Board after due deliberation resolved the following:

- (i) The "no work no pay" principle be followed for each employee who has missed work for one or more days.
- (ii) The un-qualified apologies by the 11 employees who represented individually be accepted and the stoppage of increment be condoned. They may, however, be informed that if any one resorts to irresponsible conduct in future, the condonation will be withdrawn and the full penalty re-imposed. Each of these employees will give an undertaking to that effect before the penalties are waived.
- (iii) The combined representation by the 156 employees be rejected in view of:
 - i. the conscious act of submitting a group representation which is against the conduct rules.
 - ii. The justifications for the unjustifiable strike given in the representation,
 - iii. The continued misconduct by some unknown section of the employees in terms of secretly xeroxing official documents and sending them outside the institute and slowness of work,
 - iv. Continued harassment of the sincere workers.
- (iv) The Director and Registrar be asked to implement the resolution of the 6th meeting of the BOG and report the steps taken to the Board in the 11th meeting as a part of the 'Action Taken Report'. In cases of employees who have retired in the meantime, the excess payment is to be recovered from their pension.
- (v) The Board kept open the possibility of taking up the issue on the merit of individual applications made on after a lapse of 4 years, i.e. in June 2010, provided that the entire community behaves responsibly during the intervening period and helps in maintaining a healthy work environment. Any restoration of lost salary due to stoppage of increments at that time will be restricted to groups 3, 4, 5 and 6 of Table -2 and shall exclude group 7 i.e. persons guilty of threatening sincere workers and officers. It will not include the lost salary due to the "no work no pay" provision. For the present, the decision of the Board in its 6th meeting shall be implemented in toto except for the condonation given in item 9(b). The Director and Registrar were advised to

identify the employees under the seven groups of Table 2 on the basis of the data presented at the 6th meeting of the Board. If there are any mistakes, the Director was authorized to approve correction on the basis of available records.

BOG-10(2006)-10: Anomalies and transition issues arising out of the rationalisation of staff structure:

Rationalization of pay scale was completed and the 50% merger of DA was implemented in the month of April 2006 as per resolution No. BOG – 9(2005) – 9 of BOG. The office order communicating the new designations is given in Annexure – A9 of Agenda for the Board's information. The implementation of the order has led to certain anomalies and some transition issues resulting from differences between earlier expectations and present remunerations. A Committee was constituted to look into the matter, and its report was discussed by the Board.

The Board approved the following measures to be taken up by the administration:

- (a) ACP will be taken up immediately, following the approved rules and procedures of the Government
- (b) Employees may be allowed to exercise their options to choose the date of implementation of rationalized pay either on 01.04.2004 or after their date of increment, to avoid loss of pay.
- (c) Existing graduate Laboratory Assistants in pay scale of 5000-8000/- may be re-designated as Technical Assistants without any change of scale.
- (d) The old staff structure under ministerial posts had only one cadre: Jr. Assistant, Senior Assistant and Superintendent. The new staff structure has split it into 2 cadres: (a) a higher cadre consisting of Asst. Superintendent, Superintendent and Superintendent (SG) and (b) a lower cadre consisting of Junior Assistant, Senior Assistant and Assistant (SG). Similarly, the single cadre of stenographer has been split into two cadres: a higher cadre of Secretaries and lower cadres of stenographers.

In the rationalisation of posts, most positions have fallen into the lower cadre, even if there are competent staff qualified and experienced to be in the higher cadre.

The Board directed the Director and Registrar to sit with the Ministry officials and work out a formula for distribution of available positions between the 2 cadres in each category and a methodology for filling them up, and to implement the decision agreed to.



BOG-10(2006)-11: Approval of new house allotment rules:

The present house allotment rule is in force for the last three decades. In view of the changed scenario, some of the rules have become obsolete and they need to be changed to suit the present requirements. The Board considered the House Allotment rules given in the agenda, along with the suggestions received from the staff and rebuttal there of. The Board approved the recommendations to the proposals (a) to grant effective initial seniority to employees joining a higher post in a cadre directly from outside, (b) to discourage retirees from occupying residential accommodation, and (c) to charge a reasonable fee for using vacant quarters for ceremonial functions.

In matter of keeping cattle in the residential quarters, the Board disagreed with the suggestion that keeping cattle in official residence is a part of religious practice. It also did not agree with the observation that good quality milk is not available in the market. In view of these observations, the Board directed the administration to discourage rearing of cattle in residential quarters. In view of the adverse impact of having animals in the residential quarters without adequate space and facility, it was decided to change the proposed rule under item 23(vi) to read 31st December 2007 in place of 31st December 2008, and to read 30th June 2007 in place of 31st December 2007.

The Board approved the House Allotment Rules with the changes stated above. The House Allotment Rules approved by the Board is given in Annexure – A6.

It is noted by the BOG that the license fees for the different types of houses listed in the rules are not as per Central Government directives. But it was also observed that the quarters of NIT Rourkela are old and poorly maintained, thus giving a poor quality of life to the resident. The Board directed the Administration to collect information on the practice in other institutes (IITs and NITs) and place a comprehensive report before the Board in its next meeting.

[Annexure – A6]

BOG-10(2006)-12: Approval of new Performance Appraisal forms for non-teaching staff and officers:

The present CCR forms for employees of NIT, Rourkela are in force for the last four decades. The evaluation of the employees need to be objective, performance and development oriented. Keeping these in view and the Central Government guidelines, the new Performance Appraisal forms have been devised for technical, ministerial and subordinate staffs (Groups – C and D) and for non-faculty Officers.

The Board considered and approved the new Performance Appraisal Forms for immediate implementation. The Director and Registrar were advised by the Board to strive towards further improvement of the staff assessment process.

 [Annexure – A7]

BOG-10(2006)-13: To discuss matters arising out of the minutes of the 5th Building & Works Committee Meeting held on 13.05.2006:

(a) Item BWC: 5 (2006) – 5: Discussion on expected plan grant.

The Board discussed the position on the Plan grant expected to be received during FY 2006-07. The following table gives a list of plan projects to be taken up during the year :

SINo.	Project Name	Total Budget	Expected expenditure during FY 2006-07
PE/2006/01/00	New Lecture Hall Complex including land development	Rs.10 crores	Rs.1 crore
PE/2006/02/00	New Academic Building for Bio-Technology and Electrical Sciences including land development	Rs.20 crores	Rs.2 crores
PE/2006/03/00	New Hostel (800 seated) - Hall 8 including land development	Rs.20 crore	Rs.1 crore
PE/2006/04/00	New Quarters for Faculty (A & B type) 60 nos.	Rs.12 crore	Rs.1 crore
PE/2006/05/01	Swimming Pool & cricket ground for students	Rs.2 crore	Rs.1 crore
PE/2006/06/00	Children s' Park and Club house for staff	Rs.0.30 crore	Rs.0.30 crore
PE/2006/07/01	Centre for Development of Nanomaterials	Rs. 0.50 crore	Rs. 0.50 crore
PE/2006/07/02	Centre for Industrial Refrigeration and Cryogenics	Rs. 0.50 crore	Rs. 0.50 crore
PE/2006/07/03	Centre for Industrial Electronics & Robotics	Rs. 0.50 crore	Rs. 0.50 crore
PE/2006/08/00	RFID Security System in Library	Rs. 0.40 crore	Rs. 0.40 crore
PE/2006/09/00	IFRP (Institutionally Funded Research Projects)	Rs. 0.80 crore	Rs. 0.80 crore

(b) Item BWC: 5 (2006) – 6: Strategy for implementation of Projects in view of the absence of regular staff in the Institute.

- (i) The Board considered the notes received from Prof. K.C.Patra, Professor of Civil Engineering and Professor-in-charge of Civil construction, drawing attention of the fact that the Institute does not have adequate regular staff to make measurements of construction projects, and that such data may be questioned by Audit in future.

The Board accepted the recommendation of the B&W Committee to continue with the present system of employing contractual staff and stipendiary engineers to do the job of measurement and verification in all construction projects (Civil and Electrical).

- (ii) The Board also accepted the proposal to hire Prof. A.K.Sahoo, Retired Professor of Civil Engineering of NIT Rourkela as Visiting Professor in the Department of Civil Engineering for a period of two years, with the responsibility of assisting in the construction and maintenance activities.

Professor A.K.Sahoo will be paid a consolidated remuneration equal to his last pay drawn minus the (pension plus TI). The amount will remain fixed (even if TI increases in future) during his tenure. Prof. Sahoo will not be entitled to HRA or other benefits normally available to regular employees. He will receive campus medical facilities including medical referral to IGH and CWS Hospital, but not for hospitals outside Rourkela.

Prof. Sahoo may be given contractual appointment for the period July 1, 2006 to June 30, 2008.

(iii) The Board permitted the Administration to hire up to five stipendiary engineers who graduated from Engineering Schools during the past 2 years with superior academic record of Civil or Electrical Engineering.

(c) Item BWC: 5 (2006) – 7: Status of all ongoing project and approval of construction during the financial year 2006 – 07.

The Board considered the ongoing plan projects and approved continuation for the Financial Year 2006-07. The projects are listed in the above-mentioned Table 2.

Table 2:

SINo.	Project Name	Total value in Rs. (Lakh)	Status	Expected expenditure during FY 2006-07
PE/2005/01	Roof Treatment and renovation of Hostels, Renovation of Academic Buildings (ME Dept, T&P complex, Computer Centre including AC, Academic Section etc.)	200	On going	150
PE/2005/02	Renovation/widening/extension of existing roads and provision of drainage in Academic Campus and hostels	100	On going	80
PE/2005/03	Renovation and up-gradation of Water Supply System	100	Contract awarded	90
PE/2005/04	Renovation of campus and hostel sewerage and drainage systems.	100	Consultant selection under processing	70
PE/2005/05	Renovation of old residential quarters	200	Work initiated	50
PE/2005/06	Equipment of Teaching & Research for various Departments/Laboratories not covered under TEQIP (including old purchase proposals)	50	On going. To clear bills of old orders	50
PE/2005/07	New Guest House and Renovation of existing Guest House	150	On going. To be completed by December	100
PE/2005/08	New Hostel (400 seated) for Boys – Hall 7	800	On going. To be completed by December	600

PE/2005/09	Extension of Second Floor of Hall-6	120	On going. To be completed by August.	100
PE/2005/10	Compound Wall, Development of Periphery Roads and Plantation	60	Stopped due to obstruction by bastee dwellers.	30
PE/2005/11	Training for Staff & Faculty	10	On going	10
PE/2005/12	Up-gradation of electricity supply system, cable replacement, street light in the campus and building wiring of academic area	100	On going	50
PE/2005/13	Up-gradation of computer network and server infrastructure	60	On going	60
PE/2005/14	Other Ongoing projects carried forward from earlier years	50	On going	50

14.9

(d) Item BWC: 5(2006)-12: To approve the new purchase procedure and works procedure:

The current purchase procedure was approved by Board resolution no. BOG-3(2003) – 10 of 3rd Meeting of BOG held on 9th October 2003. A new guideline was received from MHRD vide letter No. F.20-13/2004-TS-III, Dated 22nd August 2005, to modify the purchase procedure if necessary as per GFR 2005, Government of India. As directed by BOG vide its resolution no. BOG – 8(2005) –13, dated 7th October, 2005. Mr. R. K. Singh, Retired Sr. Auditor CAG was appointed as Consultant and the new purchase and works rules were prepared as per the GFR, 2005.

The Board considered in detail the Letter No. 23(246)/SE-BCC/2006/851 dated 06.06.06 from Mr. S. C. Padhi, Superintending Engineer, CPWD and member of Building & Works Committee of the Institute, conveying his disagreement with the draft procedure of executing the Civil Works and his suggestion for “entrusting some of the bigger works to CPWD in Orissa”.

The Board, however, felt that the outcome of handing over construction projects to Government agencies (e.g. IDCO in recent past) has been disappointing, not only at NIT Rourkela but also in other institutions with whom members were familiar. The Board was satisfied that the Institute has adequate resources and experience to do a superior job of construction by hiring experienced as well as young engineers on contract and appointing reputed architectural and engineering firms as consultants. In view of the need for superior quality of work and speed of construction to meet demands of enhanced student intake the Board resolved not to hand over the responsibility of construction projects to CPWD or any other agency. The Director was advised to request Mr. Padhi and other members of B&W Committee to assist the administration in day-to-day management of the project to the extent possible.

The Purchase Rules and Works contract procedures, as approved by the Board are given in Annexures – A8 and A9 respectively were approved by the Board.

The Board specifically approved the following provisions:

- (i) The rules are approved within the purview of CVC guidelines. If anywhere there is discrepancy with CVC guidelines, current and future; the CVC guidelines and Government regulations will have precedence.
- (ii) The following para may be appended to the rules under Clauses 1.19 and 1.20.

In accordance with the provisions of GFR 2005, the regulations proposed here ask for Bid Security and Performance Security from vendors. In case of works contract this procedure is routinely followed.

In case of purchase of goods, particularly from reputed national firms, as well as in case of imports, the firms are often unwilling to leave security money with the Institute. If the Institute so demands, they are likely to increase the price, thus leading to higher landed cost for the Institute.

Therefore, the BOG may consider adding the following para to Clauses 1.19 and 1.20.

"Bid Security and/or Performance Security may be demanded by the Institute on case to case basis, if the Departmental Purchase Committee feels that these deposits are essential to ensure compliance by the firms to the terms of the Purchase Enquiry / Purchase Order."

- (iii) The Board approved the following provisions under clause 1.26.2:
 - (a) The rate of compensation to firm shall be at the rate 0.75% of invoice value per month, or part thereof, the time being counted from the elapse of 45 days from the date of receipt of stores in good condition and the invoice
 - (b) The Institute shall identify the persons holding the files without proper reason and recover the cost on a pro-rata basis ,
 - (c) When no person is identifiable, and it is ascertained that the delay is unavoidable, the Institute shall bear the cost,
 - (d) In case of disagreements, the Director's decision shall be final and binding

It is felt that this provision will eliminate conscious or callous delays by concerned officers, (b) create confidence among suppliers for timely payment, and (c) lead to significant cost saving for the Institute, because the vendors will not enhance the price.

- (iv) Clause 2.6(ii): Major stock and Asset Register shall contain all expensive equipment. For the Institute, the threshold value for defining a major asset may be set at Rs.5.0 lakh.



[Annexures – A 8 & A9]

C. ACADEMIC MATTERS

BOG-10(2006)-14: To discuss matters arising out of the minutes of the 11th Senate Meeting held on 11.05.2006:

(a) Item 2006-11-Senate-04: Approval of Academic Calendar

The Board noted the Academic Calendar for Academic Year 2006-07 approved by the Senate.

[Annexure – A10]

(b) Item 2006-11-Senate-09: Review of Fee Structure.

The Board approved the Fee Structure recommended by the Senate.

[Annexure – A11]

The fee structure approved by the Board has the following special features :

- (i) The fees are same for all Ph.D. students (except SC/ST students), including QIP students.
 - (ii) SC/ST candidates are exempted from paying tuition fees, but shall pay all other fees including fees for summer courses.
 - (iii) As a special measure to attract Ph.D. and M. Tech.(Res) students to the Institute, fee waiver may be granted by the Director to well-performing full time resident students on case to case basis, particularly during the first 6 semesters for Ph.D. students and first two semesters for M.Tech.(Res) students.
- (c) Item 2006-11-Senate-10: Regulation regarding award of degree over a particular year.**

Students complete their requirements for a degree at different times. The normal time of completion of a course is at the end of the Spring Semester. But some students, who fail in one or more exams, often complete the programme in the supplementary exam (June) or in a later semester as backlog paper.

It was proposed that all students who complete their programs in Autumn, Spring or Supplementary of a particular session will be deemed to have graduated in the same session and shall be awarded degrees in the same convocation. The session will be deemed to end on the last day of the Spring Semester Examination.

The Board considered the proposal and approved the provisions stated above regarding award of degree over a particular year.



**(d) Item 2006-11-Senate-12 & Item 2006-11-Senate-13 :
Approval of Revised Academic Regulations**

The academic regulations (M.Tech., M.Tech(Res.), D.Sc. and Post-doctoral fellowships) have been revised and presented for approval of the Board. They have been examined and recommended by the Senate.

The academic regulations for M.Tech., M.Tech(Res), D.Sc and Post Doctoral Fellowships were accepted with minor changes. The approved regulations are given in Annexures A12, A13 & A14.

[Annexures –A12, A13 & A14]

(e) Item 2006-11-Senate-21 : 4th Convocation-2006

It was decided to hold the 4th Convocation of the Institute on December 16, 2006 at NIT, Rourkela.

BOG–10(2006)–15: Creation of positions of Research Scholars for the Ph.D. programme as per recommendation of Committee appointed by MHRD.

In the meeting of the Directors of the NITs held at MHRD, Shastri Bhawan, New Delhi it was decided that every NIT will create positions of Research Scholars, giving fellowship at the standard rate approved by MHRD. A committee was appointed under the Chairmanship of Director, MNIT Jaipur. The recommendation of the Committee, which has been implemented in many NITs, is enclosed for consideration of the Board. The number of such fellowships will be limited to 50% of faculty strength.

It was resolved to create 20 "Research Scholar" positions every year till the Research Scholar strength reaches 50% of approved faculty strength. The Senate, and the Director on its behalf, will decide the distribution of these fellowships among different departments to ensure maximum utilization of the fellowships. The fellowship amount and rules will be as per the policies of the Government of India. It will be a component of the non-plan expenditure.

The Board advised the Director to advertise the positions immediately for the new academic year.

BOG – 10(2006)–16: Proposal for increase in intake capacity in B.Tech. programmes in Chemical Engineering, Civil engineering and Metallurgical and Materials Engineering.

The Senate in its 9th meeting held on January 4th, 2006 has recommended increase in student strength in the B.Tech. programmes of Civil, Chemical and Metallurgical & Materials Engineering from 30 to 60.

The Board approved the proposal for implementation under intimation to the Ministry.

BOG – 10(2006)– 17: Proposal for creation of new Departments, School of Excellence and new PG courses.

In order to foster the expansion of the Institute, and to meet the needs of the industry the following new departments will be created from current academic session :

1. Department of Biomedical Engineering
2. School of Business Management

Director was advised to work out the schemes for the departments and seek personnel and funds from the Ministry. In the interim period, the following arrangement is approved :

1. Department of Biomedical Engineering will function as a unit of the Department of Chemical Engineering, and
2. School of Business management will function as a unit of the Department of Humanities and Social Sciences.

The following new Undergraduate and Postgraduate courses are approved for operation from Academic Year 2008-09 as noted in the table below.

Sl. No.	Department	Academic Programme	Intake strength	Year of starting
1	Biomedical Engineering	B. Tech. in Biomedical Engg.	30	2007-08
2	Biomedical Engineering	B. Tech. in Biotechnology	30	2008-09
3	Biomedical Engineering	M. Tech. in Biomedical Engg.	18	2007-08
4	Biomedical Engineering	M. Tech, in Biotechnology	18	2008-09
5	School of Management	MBA	30	2007-08
	School of Management	MBA (Enhancement of seats)	60	2008-09
6	Computer Science & Engineering	M. Tech. in Information Security	18	2008-09
7	Computer Sc. & Engineering	Diploma in Information Security	18	2007-08

In order to foster advanced research in the Institute, the following 3 centres of Excellence are approved to be created in the respective departments.

The Director was advised to put formal proposals to the Ministry for supporting the centers of excellence under the plan grant.

SINo	Name of Centre	Primary host Department	Associated Departments
1.	Centre for Development of Nanomaterials	Ceramic Engineering	(i) Metallurgical & Materials Engineering (ii) Physics (iii) Chemistry

2.	Centre for Industrial Refrigeration and Cryogenics	Mechanical Engineering	(i) Chemical Engineering (ii) Physics (iii) Electrical Engineering
3.	Centre for Industrial Electronics and Robotics	Electrical Engineering	(i) Electronics & Communication Engineering (ii) Mechanical Engineering

The Centres shall function as autonomous units and entities within the primary host departments. Each centre will be headed by a coordinator appointed by the Director, who will function with limited autonomy (comparable to a sponsored project) within the primary host department. The centers will provide facilities and work environment to faculty and students of all departments (and of other institutes) interested in the subject. An initial funding of 0.50 crore is given to each Centre under the plan grant for Financial Year 2006-07.

BOG – 10(2006)– 18: Proposal to introduce RFID Security system in the Laboratory

The Central library has proposed to introduce the recent technology of Radio Frequency Identification of books in order to improve security, to save staff time and to give better service. The total budget proposed is 0.40 crore; but the project can be initiated and successfully operated with an expenditure of Rs.20 crore.

The Board approved the proposal and provided a grant of Rs. 0.40 crore under plan grant for Financial Year 2006-07.

BOG – 10(2006)– 19: Proposal for introduction of a system of “Institutionally Funded Research Projects (IFRP)” to help newly recruited faculty members to set up laboratories and start R & D programmes in this chosen field.

In the recently completed faculty selection process, 47 new candidates have been recruited, out of which more than 40 are expected to join. While most will have Ph. D. degrees, some will enroll in the Ph. D. programme. Both categories of faculty need to be supported to initiate their own R & D programmes.

It is decided to introduce a system of “ Institutionally Funded Research Project (IFRP)” where a new faculty member will be given an initial grant limited to Rs. 2.00 lakh to cover purchase of Research equipment, consumables, computer and furniture. A Institute level Committee will examine every proposal including deliverables, procedures and the budget on its merit before awarding the project. The faculty members with Ph. D. degrees are expected to get their own R & D project from external agencies on the strength of the initial success of the IFRPs. The budgetary support required is Rs. 0.80 crore, which is approved by the Board in financial year 2006-07 from Plan fund.



BOG – 10(2006)– 20: Proposal for Health insurance for students

The Board considered the proposal to introduce a comprehensive insurance policy for the students. The Board approved the proposal to provide insurance to the students not only to cover hospitalization expenses, but also to other common risks.

The Institute will bear the expenses of outdoor treatment including medical diagnostics and cost of medicines from the rest of the medical fees and its own funds.

The Director was authorized to finalise the insurance policy from any reputed public sector insurance company, following the standard contract procedure

BOG–10(2006)–21: Recruitment of non-teaching staff.

(a) The Board noted the steps taken to recruit the following non-teaching staff :

1. Finance Officer
2. Security Officer
3. Technical Assistants
4. Library Information Assistants
5. Accountants
6. Mechanics
7. Laboratory Assistants

The recommendation of the Selection Committees for the posts of :

- (a) Security Officer
- (b) Finance Officer

which met on 15.06.06 and 16.06.06 respectively were considered and approved.

The Board approved the selection of Sri B.Champatiray as Security Officer in the scale of pay Rs. 6500 – 10,500, the starting pay being fixed as per rules.

Since no candidate was found suitable for the post of Finance Officer, the Board authorized Director to re-advertise with revised experience criteria. The revised qualification and experience are given in Annexure – A15.

[Annexure – A15]

(b) The Board considered in detail the proposals to relax advertised age limits for other non-teaching posts for serving Institute employees, and to persons who rendered contractual or casual services to the Institute.

The Board resolved that relaxation of age limit can only be given to serving Institute employees up to 5 years, which is equal to that given to Government employees.



The Board considered the proposal to relax advertised minimum experience criteria for meritorious candidates in view of their (a) superior academic record and (b) strong relevance of the experience. The Board approved the proposal with the stipulation that the ground for such relaxation must be recorded in writing by the scrutinizing committee and approved by the Director.

D. ROUTINE ADMINISTRATIVE MATTERS

BOG-10(2006)-22: Action against Mr. P.K.Bebatha, Mech. Gr-I, Civil Engineering Department, who has been convicted by the court of law for cheating, involving the reputation of the Institute.

Mr. P.K.Bebatha, EC-371346 Mech. Gr-I, Civil Engineering Department was suspended vide office order No. NITR/Estt/12481 dt. 27.12.2005 due to the fact that he was in Police custody from 30.09.2005 to 04.10.2005 with reference to criminal case No. ICC No. 110/2004.

Mr. Bebartha has failed to report to duty in spite of our newspaper advertisement dt 14.01.2006 and he is not staying in the official headquarter, NIT Campus, Rourkela, which violates the conduct rules.

In the meanwhile we have received a certified copy from the Notary, Rourkela which states that Mr. Bebartha has been convicted in a case of fraud vide case no. ICC.110/2004.

Mr. Bebartha neither reported regarding his judicial custody nor about his conviction, which leads to suppression of facts. As per rules Mr. Bebartha can be dismissed from service on the above ground for which no enquiry is required. Further, it may be noted that, Shri Bebartha's activities have tarnished the good name of the Institute, because his fraudulent activities involved taking money in return of promise of jobs at NIT.

Mr. Bebartha's offence is serious enough to merit dismissal from NIT service.

The Board considered the case in detail and directed that Mr. Bebartha be dismissed from service with immediate effect. He may be paid dues such as Leave encashment and provident fund dues. As per rules he is not entitled to any gratuity or pension payment. There is, however, a provision for "Compassionate Allowance" not exceeding two third of the normal amount. The question of giving Mr. Bebartha a compassionate allowance, and the value thereof will be taken up by the Board in its next meeting.

BOG-10(2006)-23: SRICCE Administration.

- a) The Sponsored Research Industrial Consultancy and Continuing Education Centre is generating revenue from Institute service charge on projects. The earning is deposited in SRICCE fund. It is proposed that this fund can be utilised for
 - (i) Promoting SRICCE activities through support to faculty and departments for preparation of project proposals,

- (ii) supporting travel for purpose of attracting projects
- (iii) miscellaneous administrative expenses for promoting and maintaining SRICCE activities
- (iv) supporting sponsored projects temporarily where funds are awaited.

The Board approved the proposal.

- b) The SRICCE fund will be allowed to accumulate to Rs. 30 Lakhs. When it exceeds that value, the full sum minus Rs. 10 Lakhs will be transferred to the Institute Development Fund, Institute Maintenance Fund, Depreciation Fund, Staff Development Fund.

The Board approved the proposal with the following distribution among the four accounts:

Institute Development Fund	50%
Institute Maintenance Fund	20%
Staff Development Fund	20%
Depreciation Fund	10%

- c) There are a few MHRD sponsored projects that are very old and records with sponsors are closed. There are small balances left. If the Board permits such positive and negative balances will be transferred to SRICCE fund and the individual project accounts closed in the interest of clarity of accounting.

The Board approved the proposal.

BOG-10(2006)-24: Proposal for creating a FORUM FOR INTERACTION BETWEEN NIT AND THE CITIZENS OF ROURKELA.

As major educational institution, NIT has a moral responsibility to assist, the community in technical matters. Typical examples of cooperation are study of water supply system, computerization of municipal administration etc.

The Institute needs the support of the community to maintain security and peace on campus. In the absence of good communication between the institute and the community, there are rumours in the community, which can prove dangerous in future.

To alleviate such problems, it is proposed to create a forum for interaction with the community. Elected representatives, Government officials, doctors, advocates, members of chamber of commerce and alumni will be invited to discuss matters of mutual interest with Deans, HODs, and senior faculty members. BOG is requested to consider the proposal.

The Board considered the proposal in detail and felt that the socio-political situation in the city is not conducive to create such a forum at this time. The proposal was not accepted.

It was, however, felt that the Institute does have a responsibility towards the city and its periphery. The Institute may create a programme for assistance in development of the society around. The

Director was advised to work out a community development plan in consultation with Dr. Sanak Mishra, Member BOG. The Ministry may be requested to provide funds for such development projects.

BOG-10(2006)-25: Proposal for opening a technical apprenticeship programme in the Institute.

It was proposed to initiate an apprenticeship programme to serve two purposes.

- (a) to train young men and women in technical subjects, and
 - (b) to alleviate the shortage of technical manpower in the Institute.
- It is proposed to initiate an apprenticeship programme with the following details:
- (i) Incoming students will have B. Sc., Diploma Engg. Or B. Com with some computer application training.
 - (ii) Only students who have obtained degree or diploma within past two years will be eligible.
 - (iii) The apprenticeship will, on satisfactory performance, can be renewed for second year. Under no circumstances, it can be extended beyond 2 years. Even after a break, a second tenure will not be given.
 - (iv) Students, who will be engaged on some useful job for the institute, will be given a stipend of Rs.4000 per month.
 - (v) On completion of at least one year's apprenticeship, the students will be given certificate signed by Dean (SRICCE).
 - (vi) This apprenticeship shall have no relationship, positive or negative, with regular posts of the institute.

The Institute can train 30 such apprentices in various departments at present. The budget allocation should be Rs. 15.00 to Rs. 20.00 lakhs per year from Non-Plan Grant. The returns to the Institute are expected to be much higher. The scheme is submitted to BOG for approval.

The Board did not approve the proposal. Instead the Director was advised to identify areas –

- (a) where the Institute has technical strength and expertise that it can use to assist the population of the society around, and
- (b) where the Institute itself needs manpower.

While it is possible and desirable to give some kind of training in the former category (Category a), it is not advisable to create apprenticeship programme in Category (b).for position in the second category, the Institute should strive to create regular posts or hire personnel on contract.

In the category (a), where the Institute can extend a helping hand to the community by sharing technical expertise, the director was advised to identify the exact nature of training and put up a fresh proposal for consideration of the Board.



BOG-10(2006)-26: Right to Information Act : Protection of documents.

The last meeting of the BOG has approved the disclosure of all relevant documents under the Rights to Information Act. The dissemination of information will follow a certain procedure.

It has, however, come to the attention of the Administration that papers are sometimes stolen from administrative and financial files. While all these papers are available on request as per procedure set in the RTI act, some papers have been discovered outside the Institute without going through this process. This has been possible through active connivance of some members of the staff. The Board is requested to permit the administration to enquire into the theft of papers of the Institute's offices and take action as per rules.

The Board took a serious view of the unauthorized tampering of documents by the staff. The representatives of the Ministry confirmed that the Ministry has received copies of many papers from known and unknown sources.

The Director and Registrar were advised to do the needful to identify the persons involved and to take deterrent measures as per rules. If the investigation leads to persons not in the service of the Institute, the state police authorities may be contacted.

E. REPORTING ITEMS FOR INFORMATION OF THE BOARD

BOG-10(2006)-27: Information on grant of Extraordinary Leave :

The Board noted the extraordinary leave granted by the Chairman to the following faculty members.

Sl.No	Name	Designation & Department	Place of Visit	Duration (From – To)
1	Dr. (Mrs.) Susmita Mishra	Sr. Lecturer, Department of Chemical Engg	Department of Mining and Mineral Resources Engineering at Southern Illinois University, USA	01.02.2006 to 31.01.2007
2	Dr. Tushar Kanti Sen	Asst. Professor, Department of Chemical Engineering	Chemical Engineering Department at University Teknologi Petronas, Malaysia	01.05.2006 to 30.04.2008

BOG-10(2006)-28: Information of short term Foreign Visit :

The Board noted the short term foreign visits by faculty members, which were duly approved by the Chairman.

BOG-10(2006)-29: Appointment of Internal Consultant.

M/s. A. K. Tibrewal was appointed as Internal Financial Consultant for the financial year 2006-2007. This is in accordance with the Finance Committee's resolution vide F.C.-5(2005) –8 dated 28.01.2005. M/s Tibrewal will be given a fee of Rs. 60,000/- towards their expert services for preparation of annual accounts statement.

The Board noted the report.



F. MISCELLANEOUS ITEMS

BOG-10(2006)-30: Fixing date for the next BOG Meeting.

It was proposed that the date for the next BOG meeting be held on 11th August 2006, at NIT Campus Rourkela.

The Board noted the proposal and advised the Director to fix the date in consultation with the office of the Chairman.

BOG-10(2006)-31: Any other item with kind permission of the chair.

(a) Revision of CIP of the TEQIP Programme:

The original budget presented to the NPIU needs revision in order to meet the changes requirements of the Institute. Annexure- A16 gives a summary of the revised CIP.

Board was requested to approve the revised expenditure pattern.

The proposal for amending the CIP was approved.

[Annexure – A16]

(b) Appointment of Architects for execution of new projects at NITR.

In order to execute major construction projects:

- (i) 800 seated hostel
- (ii) Lecture Hall complex
- (iii) Academic Buildings for Biochemical Engineering
- (iv) Faculty Housing,

architectural consultants were to be appointed. The steps taken, such as website and newspaper advertisement, creation of an expert committee, review of proposal and final recommendation etc. have been summarized in Annexure-A17, along with the recommendation of the expert committee.

The Board examined the documents and approved the selection of the following architectural firms, with consultancy fee of 2.22% of project cost for comprehensive architectural services as defined by the Council of Architecture.

- (i) M/s Arch-en- Design of New Delhi for Academic Buildings and Lecture Hall complex and
- (ii) M/s Vastukar of Bhubaneswar for the 800 seated hostel.

M/s Arch-en-Design will be reimbursed cost of hiring one engineer not exceeding Rs. 15,000/- per month in addition to the fee of 2.22%.

The Board, however, cautioned that when a contract is split between two firms, it must be announced in the advertisement. In the instant case, this precaution was indeed taken. The advertisement sought

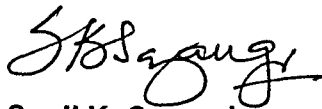
proposals for each item separately, and firms expressed interest in different items according to their areas of expertise.

For the faculty housing, both the above firms will submit proposals, which will be examined by the expert committee and approved by the Director. The recommendation was accepted by the Board.

The Director was advised to proceed with the construction projects with speed in order to meet the demand of increased admission.

[Annexure-A17]

The meeting ended with thanks to the Chair.



Sunil Kr Sarangi
Director & Secretary
Board of Governors



Dr. Bansidhar Panda
Chairman
Board of Governors

ANNEXURE-1

Directors Report**A. Ongoing projects that need to be continued during FY 2006-07 (Plan Grant)**

SINo.	Project Name	Total Budget (Lakh)	On going	Expected expenditure during FY 2006-07
PE/2005/01	Roof Treatment and renovation of Hostels, Renovation of Academic Buildings (ME Dept, T&P complex, Computer Centre including AC, Academic Section etc.)	200	On going	150
PE/2005/02	Renovation/widening/extension of existing roads and provision of drainage in Academic Campus and hostels	100	On going	80
PE/2005/03	Renovation and up-gradation of Water Supply System	100	Contract awarded	90
PE/2005/04	Renovation of campus and hostel sewerage and drainage systems.	100	Consultant selection under processing	70
PE/2005/05	Renovation of old residential quarters	200	Work initiated	50
PE/2005/06	Equipment of Teaching & Research for various Departments/Laboratories not covered under TEQIP (including old purchase proposals)	50	On going. To clear bills of old orders	50
PE/2005/07	New Guest House and Renovation of existing Guest House	150	On going. To be completed by December	100
PE/2005/08	New Hostel (400 seated) for Boys – Hall 7	1000	On going. To be completed by December	600
PE/2005/09	Extension of Second Floor of Hall-6	120	On going. To be completed by August.	100
PE/2005/10	Compound Wall, Development of Periphery Roads and Plantation	60	Stopped due to obstruction by bastee dwellers.	30
PE/2005/11	Training for Staff & Faculty	10	On going	10
PE/2005/12	Up-gradation of electricity supply system, cable replacement, street light in the campus and building wiring of academic area	100	On going	50
PE/2005/13	Up-gradation of computer network and server infrastructure	60	On going	60
PE/2005/14	Other Ongoing projects carried forward from earlier years	50	On going	50

B. Placement statistics:

In the year 2005 – 06, total no of 396 students were recruited by 58 Companies/ Organizations, which amounts to 90% of the total student population.

C. Conference held and approved:

Sl.No.	Title of the Conference/ Seminar	Duration of Conference/ Seminar
1.	Emerging Trends in Nano Technology and Inovations in Design and Manufacturing (ETNDM- 2006).	18 th – 19 th February, 2006
2.	Soft Computing Techniques for Engineering Applications	25 th – 26 th March, 2006
3.	Recent trends in Mechatronics, Nano-technology and Robotics (RTMNR – 2006)	15 th – 16 th April, 2006
4.	All India Seminar on 'Challenges for Quality and Reliability'	4 th – 5 th November, 2006.

D. New R & D Projects received.

Sl.No.	Title of the Project	Amount Sanctioned	Name of P.I.
1.	Processing and characterization of Poultry Feather-Polymer Composite	18,64,000.00 Sponsored by: DST	Dr.S.C.Mishra Met. & Mat
2.	Development of lead free relaxor ferroelectrics for Ni-based multiplayer capacitor.	9,07,100.00 Sponsored by: UGC	Dr.J.Bera, Ceramic Engg.

E. Status of ongoing R and D Projects

The status of the on going R & D Projects is enclosed.

F. Continuing Education Programme.

Sl. No.	Title of the Course	Coordinator of the Course	Duration
1.	VLSI Design and Related Software (Model – I and Model – II)	Prof. K.K. Mohapatra, ECE	Scheduled from 8 th May to 2 nd June, 2006
2.	NABARD-REDP (technical) at Kuarmunda	Mr. R.K. Sinha, EDP	Scheduled from 17 th March to 28 th April, 2006.
3.	Development of Interpersonal skills	Prof. Seemita Mohanty, Humanities & Social Sc.	Scheduled from 22 nd to 24 th June, 2006
4.	Recent advances in Signal Processing and Communication Technology	Prof. Susmita Das, EE	Scheduled from 4 th to 8 th Dec. 2006

G. Distinguished Visitors

Sl. No.	Nam of the Visitors	Organization	Name of the Programme	Duration
1.	Prof. D.K. Banwet	IIT Delhi & NPIU representative	Conducted the Performance Audit of TEQIP Project.	26/27.10.2005
2.	Swami Nijananda Saraswati,		Delivered a talk on 'Education & Social Responsibility'	17.02.2006
3.	Dr. S. N. Sahu	Prime Minister's Office, New Delhi	Seminar on Cultural, Religion and Science.	25.03.2006

H. Major student activities.

Sl.No.	Name of the Programme	Period of the Programme	Status
1.	Cultural Festival NitrUTSAV-2K6	3 rd – 6 th Feb. 2006	330 students from outside Institutes have participated in the Fest which includes students from IITs, NITs, and BIT,Misra etc. Attractive events were organized.
2.	Lawn tennis Coaching Camp	2 nd March to 6 th April, 2006	Two expert Coach from Kolkata conducted the coaching camp. A bulk number of students participated in the camp.
3.	Inter-NIT Football Tournament	10 th – 12 th March, 2006.	Students from four NITs i.e NIT, Trichy, Warangal, Nagpur and Bhopal were participated. NIT Rourkela achieved the Winner position.
4.	45 th Institute Day	11 th March, 06	Students having best academic performances during the year were awarded with Certificates, Momentos and Cash.

I. **Miscellaneous.**

- 1) 11th Senate Meeting was held on 11th May, 2006.
- 2) 5th BWC meeting was held on 13th May, 2006
- 3) 37th Deans and HODs meeting was held on 17.3.2006
- 4) 38th Deans and HODs meeting was held on 01.6.2006
- 5) 1st Workshop of Vision 2020 was conducted on 11th April, 2006
- 6) 2nd Workshop of Vision 2020 was conducted on 24.5.2006. Mr. M.R. Panda, DGM (Academic) and Mr. Satyajit Jena, Sr. Faculty, MTI SAIL, Ranchi was conducted the Workshop.
- 7) Workshop on General Management for faculty and Officers was conducted by IIM, Kolkata during 29th to 30th April, 2006 on Behavioral Sciences, Human resource Management and Strategic Management.
- 8) Interview for recruitment of faculty members was conducted during 12th April to 28th April, 2006.

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**NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA – 769 008 (ORISSA)**

STATUS OF ONGOING RESEARCH & DEVELOPMENT PROJECTS

Sl No	Title of the project	Sponsored by	Name of the P.I.	Date of Sanction	Date of completion	Amount Sanctioned	Amount Utilised till 31.03.06	Balance Available as on 31.03.06
01	Abatement of SO ₂ Anox and Dust Air Pollution by Wet Scrubbing Process	MHRD	Dr. K. C. Biswal, Chemical Engg.	31.03.03	30.09.2006	8,00,000.00	3,04,481.00	4,95,519.00
02	LB & SC Polymeric Thin Films	MHRD	Dr.S. Panigrahi, Physics	31.03.03	-do-	13,00,000.00	1,24,006.00	1,75,994.00
03	Design of Aircraft Power Supplies using Soft-switched Inverters	MHRD	Dr.K.K. Mahapatra,ECE	31.03.03	-do-	8,00,000.00	3,11,508.00	4,88,492.00
04	Development of a DSP-based direct torque controlled induction motor drive with intelligent fault detective features for mechatronic and robotic applications.	MHRD	Dr. K. B. Mohanty Electrical Engg.	14.01.04	13.07.2007	7,00,000.00	4,96,313.00	2,03,687.00
05	Electrical Characteristics of Rare-Earth Doped Barium Titanate based Dielectrics	MHRD	Dr. S. Ghosh, Electrical Engg.	14.01.04	-do-	8,00,000.00	5,40,773.00	2,59,227.00
06	Real Time Signal and Image Processing using soft computing approach	MHRD	Dr. P. K. Nanda, Electrical Engg.	14.01.04	-do-	8,00,000.00	6,05,787.00	1,94,213.00
07	Development of a Hybrid Neural equalizer using weighted RBF network in sub-filter Domain	MHRD	Dr. J. K. Satapathy, Electrical Engg.	14.01.04	-do-	3,00,000.00	1,21,627.00	1,78,373.00
08	Development of Efficient algorithm for blind source separation and its application to sound signal	MHRD	Dr. G. Panda, ECE	14.01.04	-do-	10,00,000.00	5,23,066.00	4,76,934.00
09	Investigation of Microscale Heat Transfer effects in Electronic Devices	MHRD	Dr. A. K. Satapathy, Mechanical Engg.	14.01.04	-do-	2,00,000.00	1,24,103.00	75,897.00
10	Development of perovskite based cathode material for Intermediate temperature SOFCs	MHRD	Mr. S. K. Pratihari, Ceramic Engg.	14.01.04	-do-	15,00,000.00	13,25,016.00	1,74,984.00
11	Evaluating the Role of Trace Elements Concentration on Auto-Oxidative Tendencies of clean coals	MHRD	Dr. B. K. Pal, Mining Engg.	14.01.04	-do-	13,00,000.00	1,48,192.00	11,51,808.00

27	Investigations on the effects of mixed mode overload on mode-I fatigue crack propagation.	C S I R	Dr.B.B.Verma, Met. & Mat. Engg.	06.04.04	05.04.2007	2,36,667.00	1,73,853.00	62,814.00
28	Mathematical medeling and Experimental Process Parameter Correlation during spin coaling Process	U G C	Dr. S. Panigrahi, Physics	01.01.05	31.12.2007	8,56,600.00	38,665.00	8,17,935.00
29	Development of ANN Based propagation models for Mobile communication	DRDO	Dr. G. Panda, ECE	01.02.05	31.01.2007	7,49,000.00	3,35,145.00	4,13,855.00
30	Uatilisation of Rice Husk-An Agricultural Waste for the Development of Useful Silcon based Nonoxide Ceramics	D S T	Dr. S. Adak, Ceramic Engg.	01.08.05	31.07.2008	10,00,000.00	2,43,835.00	7,56,165.00
31	Information Security Education and Awareness.	D I T	Dr. S. K. Jena, CSE	02.09.05	30.09. 1010	3,22,000.00	77,468.00	2,44,532.00
32	Special Manpower Development Programme in VLSI Design and related Software (SMDP-II)	D I T	Dr.K.K.Mohapatra, ECE	08.11.05	07.11. 2010	13,40,000.00	5,00,248.00	8,39,752.00

Placement Record - 2005-06: National Institute of Technology, Rourkela

Sl	Company	Chemical		Civil		Electrical		Mechanical		Metallurgy		Mining	CSE		ECE		Cer	MCA	M.Sc.	Total
		UG	PG	UG	PG	UG	PG	UG	PG	UG	PG	UG	UG	PG	UG	PG	UG			
1	CTS, Kolkata	5		6		10		12	1	11		2	1	3	1	1	6			59
2	IBM, Bangalore	3		2		4		1	1	2		1	2	2	5			3		26
3	Accenture	3		2		5		5		6		1	4		3			3		32
4	Kanbay	2		4		10		2		1							1			20
5	Amdocs												8							8
6	Infosys	5		2		7		6	2	5			1		1		2		2	33
7	Satyam			1				4		2								7		14
8	Honeywell												2							2
9	CSC					1							2		2			1		6
10	Flextronics					1	1	2					1	2	3	2		1		13
11	CISCO*					3							2		2					7
12	HCL Tech.					3		1					1	1	1			1		8
13	Sterlite	1				1		2		2		2					1			9
14	eRevMax Tech	1				3	1	1					2		1	1				10
15	Birla Soft												1		1			4		6
16	Wipro			1		3		1		1	1		1		2	2				12
17	Atos Origin					1	2							1	1	2		1		8
18	Huawei Tech.					1								1	1					3
19	Google*																			0
20	MECON									1										1
21	MBT							1					1							2
22	I-flex	1		1																2
23	SASKEN					2								1		2				5
24	DRDO							1												1
25	OnMobile*					2		1		2							1			6
26	L&T ECC			2				2												4
27	Intel*					1							2		3					6
28	IOCL	2				2		2												6
29	TRL																			0
30	Shapoorji			3																3
31	L&T, Powai							1	1	1										3
32	Hindalco	2				3		5		3					1					14
33	ACC Refractory																			0
34	Jindal Stainless	1				1				1							1			4
35	T I M E				1			1	2					1						5
36	Telcon							1												1
37	Tata Motors																			?
38	Mahindra							1												1
39	TIL							1												1
40	Baxter							1												1
41	Maruti Suzuki							4												4
42	LG Electronics																			0
43	Murugappa																			0
44	Ispat Industries					1		3		1	2					1				8
45	Praxair	1						1												2
46	FIITJEE	1				1				1		1						3		7
47	Orissa Sponge									2										2
48	CGI & TI	1						1				1			1					4
49	ESSAR	2		3		1											1			7
50	Wipro Spectra																			?
51	Adhunik Metalika																			?
52	GE	1																		1
53	PRADAN						1											4		5
54	Essel Mining											3								3
55	Visa Steel							2		1										3
56	GE	1																		1
57	CCE, Raigarh				2				2											4
58	Essel Mining											3								3
		33		27	3	66	6	66	9	40	6	14	31	12	29	11	13	21	9	396
Sl	Company	Chemical		Civil		Electrical		Mechanical		Metallurgy		Mining	CSE		ECE		Cer	MCA	M.Sc.	Total
		UG	PG	UG	PG	UG	PG	UG	PG	UG	PG	UG	UG	PG	UG	PG	UG			

ANNEXURE-2

National Institute of Technology Rourkela

Mission

To advance and spread knowledge in the area of science & technology leading to creation of wealth and welfare of humanity.

Guiding Principles

- Build an environment that is conducive to academic pursuit, nurturing creative thoughts and inculcating a spirit of inquiry.
- Promote free exchange of knowledge and experience with others, while respecting each other's right to intellectual property.
- Ensure quality, speed, economy and transparency in all spheres of our activities.
- Create a truly multicultural community and promote cultural bonding and teamwork among all.
- Provide opportunity to every member of the Institute for achieving academic excellence, developing all round personality and realizing his or her full potential.
- Adopt state of the art technology in all endeavors.
- Serve the society around, using the knowledge and expertise of the Institute.

Vision

To become an internationally acclaimed institution of higher learning that will serve as a source of knowledge and expertise for the society and be a preferred destination for undergraduate and graduate studies.

New courses proposed during 11th Plan Period

Degree	Department	Specialization	Intake	Year of starting (Proposed)
B.Tech.	BM	Biomedical Engineering	30	2006-2007
	BM	Biotechnology	30	2008-2009
M.Tech.	CH	Biochemical Engineering	18	2006-2007
	BM	Biomedical Engineering	18	2007-2008
	BM	Biotechnology	18	2007-2008
	CE	Transportation Engineering	18	2008-2009
	CS	Software Engineering	18	2008-2009
	CS	Information Security	18	2007-2008
	MN	Mining Engineering	18	2006-2007
	CR	Ceramic Engineering	18	2006-2007
M.Sc.	HS	Economics	30	2007-2008
M.B.A.	BA	M.B.A	60	2007-2008
PG Diploma	CS	Information Security	30	2007-2008

Students Intake (B.Tech. Programme)

BRANCH	2004-2005	2005-2006	2006-2007	11 TH FIVE YEARS PLAN (PROPOSED)				
				2007-2008	2008-2009	2009-2010	2010-2011	2011-2012
Chemical Engineering	35	30	30	60	60	60	60	60
Civil Engineering	30	30	30	60	60	60	60	60
Electrical Engineering	66	60	60	60	90	90	90	90
Mechanical Engineering	71	60	60	60	90	90	90	90
Metallurgical & Materials Engineering	39	30	30	60	60	60	60	60
Mining Engineering	30	30	30	30	30	30	30	30
Computer Sc. Engineering	33	60	60	60	90	90	90	90
Electronics & Instrumentation Engineering	33	30	30	30	30	30	30	30
Electronics & Communication Engineering	--	30	30	30	60	60	60	60
Ceramic Engineering	15	30	30	30	30	30	30	30
Biomedical Engineering	--	--	--	30	30	30	30	30
Biotechnology	--	--	--	--	30	30	30	30
Total	352	390	390	510	660	660	660	660

Students Intake (M.Tech. Programme)

Department	Specialisation	2004-2005	2005-2006	2006-2007	11 TH FIVE YEARS PLAN (PROPOSED)				
					2007-2008	2008-2009	2009-2010	2010-2011	2011-2012
Biomedical Engineering	Biomedical Engg	-	-	-	18	18	18	18	18
	Biotechnology	-	-	-	-	18	18	18	18
Ceramic Engineering	Ceramic Engineering	-	18	18	18	18	18	18	18
Chemical Engineering	Coal Chemical & Fertilisers	18	18	18	18	18	18	18	18
	Biochemical Engg	-	-	18	18	18	18	18	18
Civil Engineering	Soil Mechanics & Foundation Engg	18	18	18	18	18	18	18	18
	Structural Engg	18	18	18	18	18	18	18	18
	Transportation Engg	-	-	-	18	18	18	18	18
Computer Sc. Engineering	Computer Science	18	18	18	18	18	18	18	18
	Software Engineering	-	-	-	-	18	18	18	18
	Information Security	-	-	-	18	18	18	18	18
Electrical Engineering	Electronic Systems & Communication	18	18	18	18	18	18	18	18
	Power Control & Drives	-	18	18	18	18	18	18	18
Electronics & Communication Engineering	Telematics & Signal Processing	18	18	18	18	18	18	18	18
	VLSI Design & Embedded System	-	18	18	18	18	18	18	18
Mechanical Engineering	Machine Design & Analysis	18	18	18	18	18	18	18	18
	Production Engineering	18	18	18	18	18	18	18	18
	Thermal Engineering	-	18	18	18	18	18	18	18
Metallurgical & Materials Engineering	Metallurgical & Materials Engineering	18	18	18	18	18	18	18	18
Mining Engineering	Mining Engineering	-	18	18	18	18	18	18	18
Total		162	252	270	324	360	360	360	360

Students Intake (M.Sc. Programme)

BRANCH	2004-2005	2005-2006	2006-2007	11 TH FIVE YEARS PLAN (PROPOSED)				
				2007-2008	2008-2009	2009-2010	2010-2011	2011-2012
Mathematics	18	18	30	30	30	30	30	30
Chemistry	18	18	30	30	30	30	30	30
Physics	18	18	30	30	30	30	30	30
Economics	-	-	-	30	30	30	30	30
Total	54	54	90	120	120	120	120	120

Students Intake (M.B.A. Programme)

BRANCH	2004-2005	2005-2006	2006-2007	11 TH FIVE YEARS PLAN (PROPOSED)				
				2007-2008	2008-2009	2009-2010	2010-2011	2011-2012
M.B.A.	-	-	-	30	60	60	60	60

Students Intake (M.C.A. Programme) [Self Financed]

BRANCH	2004-2005	2005-2006	2006-2007	11 TH FIVE YEARS PLAN (PROPOSED)				
				2007-2008	2008-2009	2009-2010	2010-2011	2011-2012
M.C.A.	30	30	30	30	30	30	30	30

Students Strength (M.Tech. Research Programme)

2004-2005	2005-2006	2006-2007	11 TH FIVE YEARS PLAN (PROPOSED)				
			2007-2008	2008-2009	2009-2010	2010-2011	2011-2012
19	15	20	25	25	50	50	60

Students Strength (Ph.D. Programme)

2004-2005	2005-2006	2006-2007	11 TH FIVE YEARS PLAN (PROPOSED)				
			2007-2008	2008-2009	2009-2010	2010-2011	2011-2012
59	70	120	140	180	220	260	300

Students Intake (PG Diploma Programme)

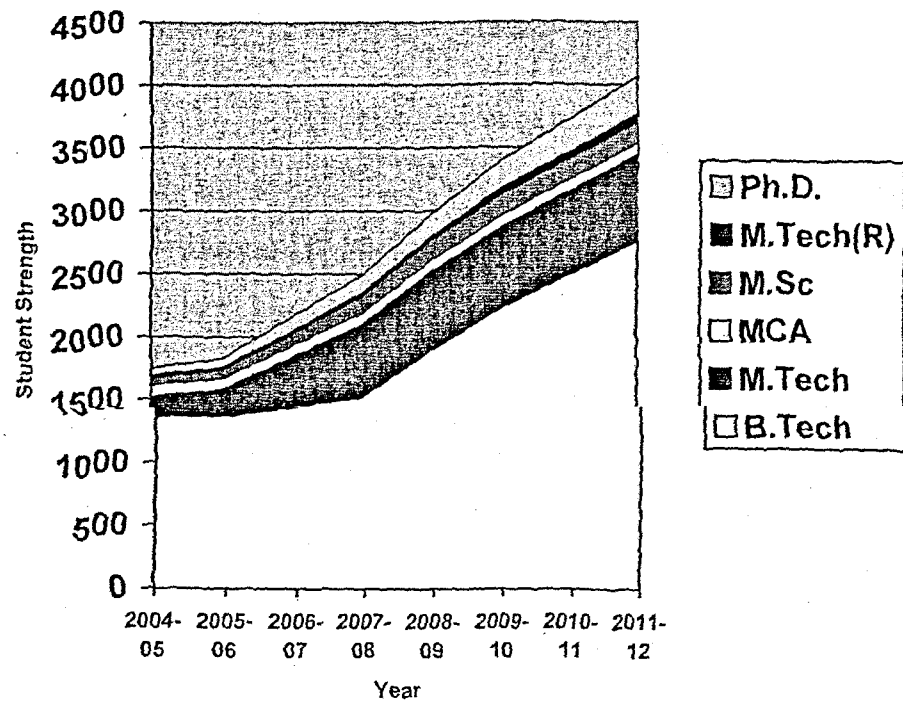
BRANCH	2004-2005	2005-2006	2006-2007	11 TH FIVE YEARS PLAN (PROPOSED)				
				2007-2008	2008-2009	2009-2010	2010-2011	2011-2012
Information Security	-	-	-	18	18	18	18	18

Summary of Students Strength

Programmes	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12
B.Tech.	1366	1352	1403	1572	1908	2220	2500	2660
M.Tech.	147	197	368	548	656	726	758	790
M.Tech.(R)	19	15	20	25	25	50	50	60
P.G.Diploma	-	-	-	18	36	36	36	36
M.Sc.	58	72	125	197	227	245	253	258
M.C.A.	89	85	85	86	90	90	90	90
M.B.A.	--	--	--	30	85	114	119	122
Ph.D.	59	70	120	140	180	220	260	300
Total	1738	1791	2121	2634	3207	3701	4066	4316

Centres of Excellence :

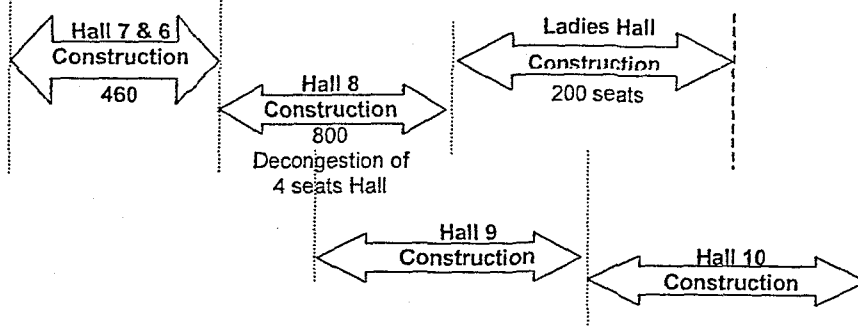
1. Centre for development of Nanomaterials.
2. National Centre for Industrial Refrigeration and Cryogenics.
3. Centre for Research on Industrial Electronics.



Faculty & staff position

Year	Student strength				Faculty strength					Non Faculty personnel	
	UG	PG	Research	Total	UG (15:1)	PG (10:1)	Research (5:1)	Total (Minimum)	In position	Faculty 1.5	In position
2004-2005	1366	385	78	1829	90	39	16	145	118	218	350
2005-2006	1370	457	85	1912	90	46	17	153	114	230	330
2006-2007	1450	722	140	2312	97	72	28	197	150	254	360
2007-2008	1520	1029	165	2714	101	103	33	237	180	356	365
2008-2009	1890	1213	205	3308	126	121	41	288	288	432	370
2009-2010	2220	1296	270	3786	148	130	54	332	250	498	400
2010-2011	2490	1354	310	4154	166	135	62	363	280	545	420
2011-2012	2760	1422	360	4542	184	143	72	399	300	599	450

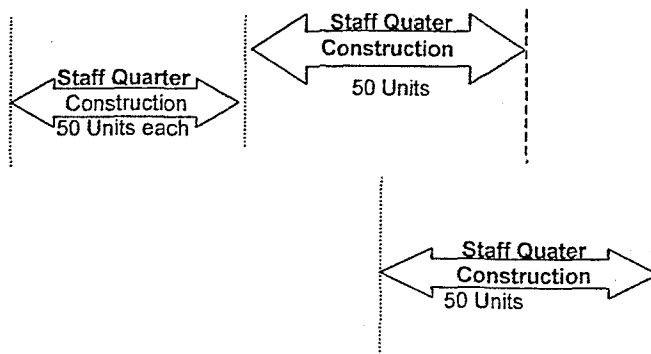
Year		2004-05 Actual	2005-06 Actual	2006-07	2007-08 Proposed	2008-09 Proposed	2009-10 Proposed	2010-11 Proposed	2011-12 Proposed
No. of beds in hostels	Men	1570	1570	2030	1930	2100	3400	3400	4200
	Women			122	122	226	226	450	450
	Married student				30	70	70	170	170



800 seater hostels at Rs. 30 Crore each

Faculty & staff position

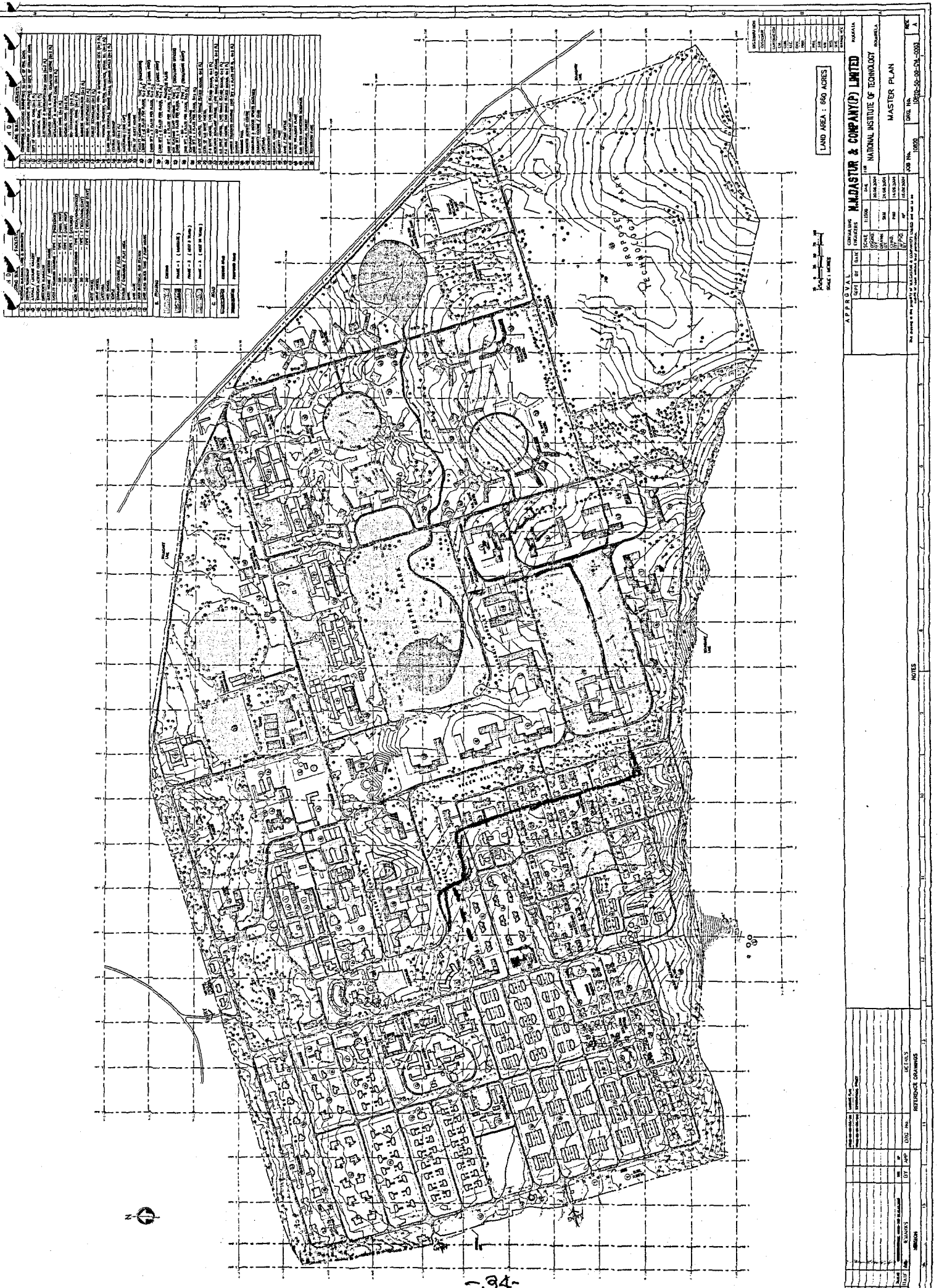
Year	Student strength				Faculty strength					Non Faculty personnel	
	UG	PG	Research	Total	UG (15:1)	PG (10:1)	Research (5:1)	Total (Minimum)	In position	Faculty 1.5	In position
2004-2005	1366	385	78	1829	90	39	16	145	118	218	350
2005-2006	1370	457	85	1912	90	46	17	153	114	230	330
2006-2007	1450	722	140	2312	97	72	28	197	150	254	360
2007-2008	1520	1029	165	2714	101	103	33	237	180	356	365
2008-2009	1890	1213	205	3308	126	121	41	288	288	432	370
2009-2010	2220	1296	270	3786	148	130	54	332	250	498	400
2010-2011	2490	1354	310	4154	166	135	62	363	280	545	420
2011-2012	2760	1422	360	4542	184	143	72	399	300	599	450



50 units apartment Rs. 10Crore each

- 33 (f) -

ANNEXURE-3



ANNEXURE-4

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

**Prof. Sunil Kr. Sarangi, FNAE
Director**

Sub: A report on the recruitment of faculty for NIT, Rourkela.

The faculty recruitment process, initiated in early 2005, has now been completed. The following procedure was followed.

1. Advertisements for faculty positions were put on the Institute web site and announced in National newspapers – The Indian Express and the Times of India.
2. The text of the advertisement was approved by the BOG. The norms of qualification and experience were as per UGC standards, except that the lecturers without a Ph. D. degrees will be placed on contract till they obtain Ph. D. degrees, and that experience requirement can be relaxed in case of meritorious candidates.
3. The applications received by the Registrar were sorted department-wise and were sent to Heads of Departments for short listing to reduce the number of candidates called for interview.
4. The Departments short-listed the candidates following criteria set by the departments depending on the number of applications received. Typically 20 to 30 candidates were called per department, out of which 10 to 15 appeared in the interview. Departments gave balanced emphasis on career marks, doctorate degrees and quality of experience.
5. A special Committee of Deans consisting of the following members:
 1. Prof. G. K. Roy, Dean (PD)
 2. Prof. K. K. Mishra, Dean (AA)
 3. Prof. R. C. Behera, Dean (SRICCE)

scrutinized the applications of professors in Departments of Mining and Ceramic Engineering and for the posts of Professor and Assistant Professor in the Department of Humanities and Social Sciences. They also considered several suggestions from departments for relaxing length of experience criteria for specially meritorious candidates. The Committee recommended 3 candidates –

1. Prof. B. C. Roy in Metallurgical & Materials Engineering Department
2. Prof. B. K. Pal in Mining Engineering Department, and
3. Prof. D. P. Tripathy of Mining Engineering Department to be called in view of their specially meritorious record.
6. The selection for each department took place over two days. On the first day the candidates presented seminars in the departments. The collective opinion of the faculty was carried to the selection committee by the HOD. The selection committee met the second day, considered the complete academic records of the candidates and interviewed them. It also considered the opinions of the departments. The recommendations of the committees were noted and the signed recommendations kept in sealed envelopes.
7. Following is a list of experts who constituted the selection Committee

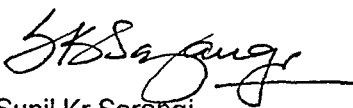
Expert members for various Selection Committees:

Sl. No.	Department	Nominee	Name of Expert	Remarks
1.	EE	BOG1	Prof. T. S. Lamba, IIT, Kgp	Board nominee
2.		BOG2	Prof. S. K. Sanyal, EE, UCE, Burla	Approved by Chairman, BOG
3		Senate	Mr. S. K. Parichha, RSP, Rkl	
4	ECE	BOG1	Prof. Bhabatosh Chanda, ISI, Kolkata	
5		BOG2	Prof. T. S. Lamba, IITkharagp	
6		Senate	Mr. S. K. Parichha, RSP, Rkl	
7	CSE	BOG1	Prof. S. C. De Sarkar, VC, KIIT	
8		BOG2	Prof. G. Sahoo, BIT, Mesra	Approved by Chairman, BOG
9		Senate	Prof. B. K. Sarap, ITER, Bhubanesware	
10	ME	BOG1	Prof. A. N. Sinha, BIT Mesra	
11		BOG2	Prof. A. B. Chattopadhyay, IIT, Kharagpur	Approved by Chairman, BOG
12		Senate	Prof. Prabir Bose, Jadavpur University, Kolkata	
13	MN	BOG1	Prof. D. D. Mishra, CMRI, Dhanbad	
14		BOG2	Prof. S. Tripathy, Prof, Geology & Geophysics, IIT, Kharagpur	
15		Senate	Prof. B. S. Sastry, IIT, Kharagpur	
16	CE	BOG1	Prof. B. C. Mal, Prof. Agri. Engg IIT, Kharagpur	
17		BOG2	Prof. J. N. Bandopadhyay, CE, IIT, Kharapuer	
18		Senate	Prof. B. P. Verma, NIT, Jamshedpur	

19	MM	BOG1	Prof. R. C. Gupta, IT, BHU, Varanasi	
20		BOG2	Prof. S.C. Panigrahi, IIT, Kharagpur	
21		Senate	Prof.S. K. Pati, IIT, Kharagpur	
22	CH	BOG1	Dr. C. R. Mishra, NALCO, Bhubaneswar	
23		BOG2	Prof. S. C. Kundu, IIT, Kharagpur	
24		Senate	Prof. R. K. Saha, IIT, Kharagpur	
25	CR	BOG1	Prof. H. S. Ray, CGCRI, Kolkata	
26		BOG2	Prof. H. S. Maiti, Director, CGCRI, Kolkata	
27		Senate	Dr. R. K. Sinha, TRL, Belpahar	
28	PH	BOG1	Prof. B.K.Chakraborti, Saha Institute of Nuclear Physics, Kolkata	
29		BOG2	Prof. L. P. Singh, Utkal University,	
30		Senate	Prof.V. R. Kalvey, Cryogenic Egg. Centre, IIT, Kharagpur	
31	CY	BOG1	Prof. B. Sahoo, Retired, IIT, Kharagpur	
32		BOG2	Prof. P. Paramanick, IIT, Kharagpur	
33		Senate	Prof. Sarkar, IIT, Kharagpur	
34	MA	BOG1	Dr. S.S. Alam, IIT, Kharagpur	
35		BOG2	Dr. S. M. Srivastava, ISI, Kolkata	
36		Senate	Dr. Sudarsan Nanda, North Orissa University, Baripada	
37	HS	BOG1	Prof. Bani Chatterjee, IIT, Kharagpur	
38		BOG2	Prof. H. R. Tiwari, IIT, Kharagpur	
39		Senate	Prof. Sarat Ch. Satapathy, Utkal University	

Prof. A. K. Ghosh, Department of Aerospace Engineering, IIT, Kharagpur was the AICTE nominee for all the departments. Prof. G. G. Dandapat conveyed his inability to attend due to a medical problem. In departments of Mining Engineering, Ceramic Engineering and Humanities and Social Sciences, the Heads of Departments were candidate for the posts of Professor or Assistant Professor. Senior Professors from other departments were appointed to serve as HOD for the higher posts. All Committees were chaired by the Director.

8. The recommendations of the Committees are placed before the Board for its consideration.
9. Internal candidates eligible for CAS were selected under CAS. External candidates and internal candidates not eligible for CAS were selected for regular positions.
10. It may be noted that the Institute does not discriminate between faculty holding regular posts and those holding the same positions under CAS.
11. The Committee have recommended pay fixation explicitly in most cases, except in case of *internal candidates whose pay will be fixed as per rules of promotion.*
12. Selected candidates for posts of lecturer have been recommended for contractual posts till Ph. D. degree is awarded.
13. Some candidates, who have applied from abroad have been recommended for selection in absentia.


Sunil Kr Sarangi

ANNEXURE-5



National Institute of Technology Rourkela - 769 008 (Orissa)

Dr. Sunil Kr Sarangi, FNAE
Director

No. NITR/PS 1(IV)/2006
Dated: 23.05.2006

To
Dr. Bansidhar Panda
Chariman
Board of Governors &
Chairman, IMFA Group
IMFA Building,
Bomikhal
Bhubaneswar-751010.

Sir,

I am enclosing herewith the recommendations of the Selection Committees, which met during April 14-28, 2006 for selection of faculty in all the teaching departments of the Institute.

Except for 2 special cases, all other cases of selection, both regular and CAS, are within the established rules and practices of the Institute. Against our advertisement in newspapers and Institute website we received applications which were short listed by Screening Committees at department level. Cases of superior research record deserving relaxation of experience requirement were considered by a Special Committee consisting of senior Deans. The Deans' Committee also considered applications for the post of Professor in departments without an existing professor. The candidates recommended by the short listing Committees were called for interview.

The recommendations of the Selection Committee are placed for your perusal and approval.

The two special cases are:

- (1) Prof. S. Routa recommended for Professor (CAS) in Electrical Engineering who does not have a Ph. D. degree. As per decision of BOG in the earlier selection round he qualifies to be considered. I, however, draw your attention to this case for the final decision.
- (2) Dr. (Mrs.) Bhaswati Pattnaik has been recommended for post of Lecturer (Senior Scale) under CAS. But she falls short of the required number of years as Lecturer by 6 days, which may be condoned by the Board in view of her Ph. D. degree which is not mandatory for the post. I present to you this case for your decision.

Contd. P/2

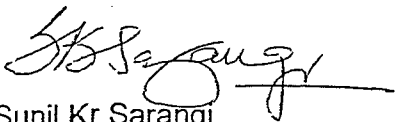
There is urgency in issuing the appointment letters for 2 reasons.

- (a) Good candidates may choose to join other Institutes if we are late, and
- (b) The new teachers need time to join and prepare for the classes which are scheduled to start on July 17.

The attached annexures give (a) the detailed recommendation of selection committees and (b) some statistics on the recruitment for your perusal. The original recommendations of selection Committees, which are enclosed in sealed envelopes, are sent herewith.

I will be grateful if you kindly approve the recommendations of the selection committees and permit us to issue appointment letters.

With regards,



Sunil Kr Sarangi

Encl: (1) 57 nos of sealed packets containing original recommendation of selection Committees
(2) Summary of recommendations for approval
(3) Recruitment statistics



Annexure - A

NATIONAL INSTITUTE OF TECHNOLOGY ROURKELA

Sub: Selection of faculty - 14th – 28th April 2006

The following candidates are recommended for selection in faculty positions in various departments listed below.

Selection of faculty under Regular positions

Department	Position	Name of the candidate	Remarks
Electrical Engineering	Professor (Regular)	Prof. S. Ghosh	Salary as per rules
	Assistant Professor (Regular)	Prof. B. Subudhi	Rs. 16,200/- pm
	Lecturer (Regular)	Ms. Sharmili Das	Rs. 10, 200/- pm; To join after submission of Ph.D. thesis. No additional increments on award of degree.
Electronics & Communication Engineering	Professor (Regular)	1. Prof. S. K. Patra	Salary as per rules
		2. Prof. Rutuparna Panda	Protection of pay at UCE, Burla. Not to change if previous employer changes pay.
Computer Science & Engineering	Professor (Regular)	Prof. B. Majhi	As per rules of promotion
	Assistant Professor (Regular)	1. Dr. A. K. Turuk	As per rules of promotion
		2. Dr. D. P. Mohapatra	As per rules of promotion
	Lecturer (Regular)	1. Ms. Sima Das	Rs. 10,200/- To join after submitting Ph.D. thesis at IIT Kharagpur. No Ph.D. increment on award.
		2. Shri Pankaj K. Sa	Rs.8550/-. On contract till Ph. D. awarded. Then regularized automatically with Ph. D. increments.

		3. Shri Sabuj K. Jena	Rs.8550/-. On contract till Ph. D. awarded. Then regularized automatically with Ph. D. increments. Join after M. Tech. degree.
		4. Ms. Suchismita Chinara	Rs. 8000/- On lien from her permanent position as Technical Assistant. To be interviewed again on getting Ph. D. for regularization.
Mechanical Engineering	Professor (Regular)	Prof. Swarup K. Mohapatra	Protection of pay at UCE Burla with promotion rules applied at the time of joining. Not to change in case previous employer revises pay with retrospective effect.
	Assistant Professor (Regular)	1. Dr. Prasenjit Rath	Minimum of scale
		2. Dr. Parthasarathi Ghosh	Minimum of scale
		3. Dr. R. Ramesh	Minimum of scale
	Lecturer (Regular)	1. Mr. Arup Kumar Das	9,100/- in view of Research experience and superior performance. On contract till award of Ph.D. degree. To be regularized automatically on receiving Ph.D. with Ph.D. increments.
		2. Mr. Subrata Bhowmik	8,550/- On contract till award of Ph.D. degree. To be regularized automatically on receiving Ph.D. with Ph.D. increments.
		3. Ms. Sandhyarani Biswas	

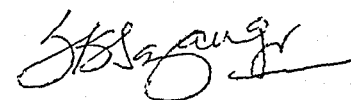
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Mining Engineering	Professor (Regular)	1. Prof. B. K. Pal	As per rules of promotion. Minimum experience requirement of 5 years as Assistant Professor was relaxed in view of superior record in field of Mining Engineering and long total experience.
		2. Dr. S. Jayanthu	Minimum of scale
	Asth. Professor (Regular)	Shri Samrat Mohanty	Minimum of scale To join after obtaining Ph. D. degree
		Dr. Ratikanta Sahoo (Waiting)	Minimum of scale If Shri Mohanty does not join.
	Lecturer (Regular)	1. Sri Kaushik Dey	On contract @ Rs. 9100/- pm till Ph. D. degree. Then regularized @ 10,200/- and no Ph.D. increments.
		2. Dr. Manish Jain	@ Rs. 10,200/-
		3. Md. Mirajul Islam (Waiting)	Rs. 9100/-. To join after submission of Ph. D. thesis. On contract till Ph. D. awarded. Then regularized @ Rs. 10,200/-. No Ph.D. increments.
		4. Sri P. Mallikarjuna Rao (Waiting)	Rs. 9, 100/-. On contract till Ph. D. awarded. Then regularized @ Rs. 10,200/- with no Ph.D. increments.
Civil Engineering	Professor (Regular)	None	
	Assistant Professor(Regular)	None	

	Lecturer (Regular)	1. Shri Srinivasa Sriramula 2. Shri Talai Thyagaraj	Rs. 10, 200/- To join only after submitting Ph. D. thesis (Higher pay recommended for superior academic record). No Ph.D. increments on award of Ph. D.
		3. Miss Sabita Dash	Rs. 8550/- On contract till Ph. D. degree; to be regularized on receiving Ph. D. with Ph.D. increments. To enroll in Ph. D. programme of NIT.
Metallurgical & Materials Engineering	Professor (Regular)	Prof. B. C. Roy	Number of years of experience required is relaxed because of superior research record.
	Assistant Professor (Regular)	Dr. Smarajit Sarkar	Minimum of scale
	Lecturer (Regular)	1. Ms. Archana Mallick 2. Shri Suhrit Mula 3. Shri Manas R. Tripathy 4. Shri Ramesh K Nayak	On contract with pay of Rs. 8550/- till Ph. D. degree; to be regularized on receiving Ph. D. with Ph.D. increments.
Chemical Engineering	Professor (Regular)	1. Dr. Gyanaranjan Satpathy 2. Dr. (Mrs) Krishna Parmanik	Minimum of scale Protection of pay at NIT Warangal with promotional rules or Minimum of scale whichever is higher. No change of pay possible after joining even if former employer changes salary.
	Assistant Professor (Regular)	1. Dr. (Mrs) Madhushree Kundu 2. Dr. Sudip K. Pattnaik 3. Dr. Kaustuv Mohanty 4. Dr. Santanu Paria	Minimum of scale -do- -do- -do-

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Chemistry	Lecturer (Regular)	1. Dr. Snehashish Chowdhury	Rs. 10,750/- Higher pay view of Ph. D. degree, special research training, superior academic career, and need of the department.
		2. Dr. Niranjana Panda 3. Dr. Diptirani Biswal 4. Dr. Garudadhwa Hota	Rs.10,200/- -do- Rs.10,200/- -do- Rs.10,200/- -do-
Mathematics	Assistant Professor (Regular)	Dr. Kishor Ch. Pati	Pay protection and rules of promotion
	Lecturer (Regular)	Shri Binod Ku. Sahoo	To be on contract with pay of Rs.8550/- till Ph. D. is awarded. Rs. 10,200/- on award of Ph. D. degree (No Ph. D. increment). Automatic regularization on Ph. D.
Humanities & Social Sciences	Professor (Regular)	Prof. Hrushikesh Panda	Protection of pay at Institute of Economic Studies & rules of promotion. To be on contract for one year and regularized on good performance, which is to be reviewed by the Committee of Deans.
	Lecturer (Regular)	Shri Pradyot Ranjan Jena	On contract till award of Ph. D. with pay of 8550/- pm. To be regularized automatically @ Rs.10,200/- on award of Ph. D (No Ph. D. increment). Higher pay in view of superior knowledge and performance.
		Ms. Ipsita Das	To join after award of Ph. D. by IIT, Kharagpur @ Rs. 10,200/- pm. Higher pay recommended in view of superior knowledge and performance.



	Lecturer (Regular)	Mr. Prasenjit Mondal	On contract till award of Ph. D. degree with salary Rs.8550/- pm. To be regularized on obtaining Ph. D. degree at Rs. 10,200/- per month. No Ph.D. increment.
Ceramic Engineering	Assistant Professor(Regular)	Dr. Japesh Bera	Rs. 13,680/- Higher salary recommended in view of Dr. Bera's industrial experience and superior performance.
	Lecturer (Regular)	1. Shri Bibhuti Bhusan Nayak 2. Sri Awadesh Kr. Mallick	On contract with pay Rs.8550/- till award of Ph. D. degree. Regularization with pay of Rs.10, 200/- on award of Ph. D. degree. No Ph.D. increments. On contract with pay Rs. 9100/- till award of Ph. D. degree. Automatic regularization on award of Ph. D. degree within contract period with Ph. D. increments. To register for Ph. D. at NIT.
Physics	Professor (Regular)	None	
	Assistant Professor(Regular)	Dr. Biplab Ganguly	Minimum of scale
	Lecturer (Regular)	Dr. Dhruvananda Behera Dr. Pawan Kumar (Applicant for AP, selected as Lecturer)	Rs.10,200/-; Higher pay in view of long experience in experimental physics & superior performance. Rs. 10,200/-; Higher pay in view of excellent knowledge and performance.

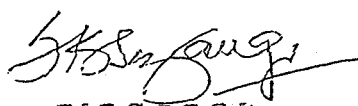
S. K. Singh

Selection of faculty under CAS positions

Department	Position	Name of the candidate	Remarks
Electrical Engineering	Professor (CAS)	Prof. S. Raut <i>Not approved by the Board</i> <i>SKS</i>	Salary as per rules. The lack of Ph.D. degree to be discussed by the Board.
	Lecturer (Sr scale) (CAS)	Sri Sanjeeb Mohanty	As per rules
Electronics & Communication Engineering	Professor (CAS)	None	
Computer Science & Engineering	Lecturer (SS) (CAS)	Mr. P. M. Khillar	As per rules
Mechanical Engineering	Professor (CAS)	Prof. K. P. Maity	As per rules
	Assistant Professor (CAS)	Prof. Alok Satpathy	As per rules
Mining Engineering	Professor (CAS)	None	
	Asstt. Professor (CAS)	Dr. H. B. Sahu	As per rules
	Lecturer (SS) (CAS)	Mr. D. S. Nimaje	As per rules
Civil Engineering	Professor (CAS)	None	
	Lecturer (SS) (CAS)	1. Mr. Somesh Jena 2. Mr. U. K. Mishra	As per rules As per rules
Metallurgical & Materials Engineering	Professor (CAS)	None	
	Asstt. Professor (CAS)	Dr. Mithilesh Kumar	As per rules
Chemical Engineering	Professor (CAS)	Prof. R. K. Singh	As per rules. Seniority will be fixed lower than the two candidates selected against open posts.

SKS Singh

Ceramic Engineering	Professor (CAS)	Prof. S. Adak Prof. S. Bhattacharyya	As per rules As per rules
	Assistant Professor (CAS)	Dr. S. K. Pratihari	As per rules
	Lecturer (Senior scale) (CAS)	Shri Debashish Sarkar	As per rules
Physics	Professor (CAS)	None	
	Assistant Professor (CAS)	None	
Chemistry	Professor (CAS)	None	
	Assistant Professor (CAS)	None	
	Lecturer (SS)(CAS)	None	
Mathematics	Professor (CAS)	None	
	Assistant Professor (CAS)	None	
	Lecturer (SS)(CAS)	None	
Humanities & Social Sciences	Professor (CAS)	None	
	Assistant Professor (CAS)	Dr.(Mrs.) Seemita Mohanty	As per rules.
	Lecturer (Senior Scale) (CAS)	Dr.(Mrs.) Bhaswati Pattnaik <i>Not yet approved by the Board.</i> <i>SKS</i>	As per rules. Subject to condonation of seven days for qualifying service under CAS by the BOG


 DIRECTOR
 National Institute of Technology
 ROURKELA - 769 002 (ORISSA)



**NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA**

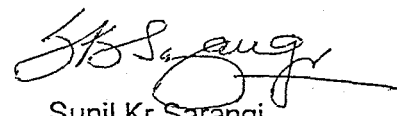
Table- 1: Statistics of selection of faculty [14-28 April 2006].

Professor				Assistant Professor			Lecturer	
Department	From outside	Regular Internal	CAS	From outside	Regular internal	CAS	From outside	L(SS)/(SG)
EE	-	1	1	1	-	-	1	1
EC	1	1	-	-	-	-	-	-
CS	-	1	-	-	2	-	4	1
ME	1	-	1	3	-	1	3	-
MN	1	1	-	1	-	1	2	1
CE	-	-	-	-	-	-	3	2
MM	-	1	-	1	-	1	4	-
CH	2	-	1	4	-	-	1	-
CR	-	-	2	-	1	1	2	1
PH	-	-	-	1	-	-	2	-
CY	-	-	-	-	-	-	4	-
MA	-	-	-	1	-	-	1	-
HS	1	-	-	-	-	1	2	1
	6	5	5	12	3	5	29	7

Table- 2: Faculty position after faculty selection.

Post	Sanctioned, Strength	In Position Before Selection	Addition from outside	In position After Selection
Professor	34	16 (R) + 22 (CAS)	6	27 (R) + 27 (CAS)
Assistant Professor	56	20 (R) + 20 (CAS)	12	25 (R) + 25 (CAS)
Lecturer	90	34	29	55
Total	180	112	47	159

Note : Out of 47 new appointments, I expect between 30 to 40 to join.


 Sunil Kr Sarangi
 Director

ANNEXURE-6



NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA

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 emoluments of an employee and comprising the following:
 - (a) Pay (including special pay) ;
 - (b) Deputation (duty) allowance ;
 - (c) Non-practising allowance (for medical practitioners only) ;

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 the 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, Lecturer including Lecturer in senior scale and selection grade.

- (b) "Academic staff" means the staff belonging to any of the following categories: Faculties as defined under (a), Scientific officers, System Manager (Comp. Centre), Librarian, Deputy Librarian and Assistant Librarians, PTO and Director of Physical Education and such other academic posts as may be decided by the Director.
- (c) "Administrative officers" means employees not belonging to the faculty, but holding posts where the entry level of the cadre is in the scale of Rs. 6500 – 10,500 p.m. or above. They include posts such as Registrar, Dy. Registrar, Assistant Registrar, Executive Engineer, Assistant Engineer, Librarian, Dy. Librarian, Assistant Librarian, Medical Officer, Security Officer, Senior Security Officer, EDP Coordinator, Research Associate 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 of a cadre will not be designated as administrative officers.
- (d) "Non-academic staff" means the employees of the Institute other than the Academic staff and administrative officers, but including officers promoted from lower posts in a cadre or from lower cadres.
- viii) "Estate Manager" means the officer in charge of managing 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.
- ix) "Maintenance Engineer" means an officer 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 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 the qualification from the date.

Provided that where "Seniority" of two or more employees is the same, 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 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) 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 Assistant Professor in 1995 and as Lecturer 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 Assistant Professor can only be eligible for housing designated for lecturer, but not for that designated for Technical Assistant.

If an employee joins a post with a pay higher than the starting pay of the scale, he is given initial seniority equal to the number of extra increments given. Persons promoted from lower posts will also get the benefit on pay fixation at a level higher than the entry level. 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) Market rate of licence fee means four times the standard rate of licence fee.
 - (c) Penal rate of license fee means ten times the market rate of license fee or higher.
- 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. 1 member will be nominated by each of the 3 employees' associations – the Teachers' Association, the Non Teaching Employees' Association and the Class IV Employees' Association. The EM shall serve as the Secretary of the Committee. 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.

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 scale of pay as shown in the Schedule – 2. The proportion of individual quarters to be allotted to the two categories of staff : (a) Academic staff and Administrative officers and (b) Non-Academic employees is shown in Schedule – 3.

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.
- 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 10 days. If he/she fails, allotment is cancelled automatically and he / she is not eligible for any accommodation for one year from the date of allotment.

If any previously held accommodation is not surrendered within the 10-day period, the employee will have to pay license fee for both houses for the period beyond 10 days. The license fee for the old house shall be at standard rate for one month, at market rate for next 2 months and at penal rate beyond that.

- v) When a person leaves a quarters 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. Hence request for repair or remodeling is not 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. The new occupant has the discretion of accepting it or requesting the Institute not to disturb it. In such cases, i.e., if the Maintenance Engineer feels that such changes exist in a house, he, at his discretion, may either restore the house to the standard condition or makes the house available for allotment. When the house is allotted, the new allottee has the option of keeping the changes made or requesting the Institute to restore the original condition. If he chooses to keep the changes (i.e., distempering or extension etc), he must

move in within 10 days of allotment. The cost of re-distemping or repairing / white washing of any extended portion will be borne by the new allottee. If he requests the Institute to restore the original condition, the Maintenance Engineer will do the needful and informs the Estate Manager when the house is ready. The allottee must move within 10 days from the date of intimation by EM. When such expenditure is made in a house for restoring original condition, either at the discretion of EM or on request from the new allottee, the EM shall let the Dy.Registrar (F&A) know the cost of restoration so that the cost will be recovered from the previous occupant.

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

- i) Contractual employee cases 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.
- 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 (e.g. Assistant Registrar, Assistant Librarian) may be allotted regular accommodation like their regular counterparts.
 - (c) All contractual employees should vacate the quarters within a fortnight 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.

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 6 months 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) He 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 ineligible 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 monthly rent (Flat rate) of License fee for the first two months from the date of leaving the Institute on payment of standard rate of License fee for the subsequent two months and market rate of License fee for the next eight months. The allotment shall stand cancelled on expiry of this period or from the date of actual vacation whichever is earlier.

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 Flat 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 OR 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, which ever is earlier.
- ii) When an employee, in occupation of Institute residence, retires from service, the members of his family who were in residence with him at the time of his retirement may be permitted to continue to occupy the residence for a period not exceeding two months with standard rate of License fee, and further period of two months at market rate. The penal rate will be charged for a period of 2 months. An employee must vacate his accommodation within 6 months of retirement.
- iii) Resignation, dismissal, removal or termination of service or unauthorized absence without permission. Permissible period : 1 month, at market rate of license fee.
- iv) Retirement. Permissible period : 2 months on standard license fee; and another 2 months at market rate, and penal rate for the next two months.
- v) Death of the allottee. Permissible period : 2 years if the deceased or his/her dependant does not own a house at Rourkela, otherwise, as per Clause 14(iv) .
- vi) 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.
- vii) If an employee keeps the occupation of the quarter beyond the allowed period as in Clause 13,14(i),14(ii) and 14(iii) then it is treated as unauthorized occupation and the license fee will be charged license fee at penal rate. Unauthorized occupation is to be treated as Clause 23(ii) & (iii).
- viii) Employees occupying the quarters beyond the periods stated under clauses 14(i) to 14(vii), will be deemed to be occupying the houses unauthorized, and shall be charged 40 times the standard rate till they leave or are evicted.

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 a month, 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. Warden of hostels, medical, security 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.
- (vi) The Institute also appreciates that some employees have such animals and shall find it difficult to change habits quickly. Therefore domestic cattle, goats and chicken are permitted in the quarters till 31st December 2007, provided that :
 - (a) the allottee is in possession of the animals as on April 1, 2006,
 - (b) the allottee records his stock in the office of the Estate Manager,
 - (c) the allottee is not engaged in sale of the products,
 - (d) the allottee pays a fee of Rs. 100/- per month per cow (milch or dry) or calf, and Rs. 50/- per month for a goat, sheep or pig, till 30th June 2007 and at twice this rate till 31st December 2007.
 - (e) no neighbour complains of hardship (noise, mosquitoes, smell or unhygienic condition) linked to existence of animals.
- (vii) In case of all birds and animals, whether pets or milk/meat animals, the owner :
 - (a) shall not ever allow them to move unescorted on the streets, and
 - (b) shall take them with him on termination of his accommodation after resignation, retirement, surrender or any other mode.
- (viii) If an animal or bird owner fails to abide by sub-clause (vii) above, the Institute shall organize safe arrangement for the animals and charge the cost to the employee.
- (ix) If an animal owner fails to abide by sub-clause(vi) above, he will be charged market rate of license fee for six months and penal rate beyond that.

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 one year.

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 LICENCE FEE CHARGEABLE:

- 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 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.

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 Estate Manager may consider necessary for the proper maintenance of residences. In all such cases, the Estate Manager as far as practicable, will arrange to send prior intimation to the allottee.

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.

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 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 – 31 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 rate of 100% of flat monthly license fee for the first day and 25% of the monthly flat fee for every subsequent day.

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 – 32 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 ten times the standard rate, and must be deposited in advance for every month or more. For houses with differential rates based on employee's income, it will be 10 times the higher rate.

Clause – 33 EXCEPTIONS:

The Director may, if he thinks it necessary, reserve or set side 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 – 34

- (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 – 35 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

STANDARD RATE OF LICENCE FEE

Type of Quarter	Plinth area in Sq. metre	Proposed standard rate (Rs.)	Remarks
A (A – 0), A(1-6)	230	Rs. 390/-	
A1 (7 – 12)	200	Rs. 350/-	
A2 (13 – 19)	166	Rs. 300/-	
B (1 – 20)	160	Rs. 290/-	
C (1 – 30)	140	Rs. 259/-	
D (1 – 20)	120	Rs. 228/-	
D 1 (21 – 56)	113	Rs. 217/-	
D 2 (57 – 63,65)	83	Rs. 169/-	
BF (1 – 24)	83	Rs. 169/-	
E (1 – 40)	77	Rs. 160/-	
E1 (41 – 58)	76	Rs. 160/-	
TF (1 – 18)	76	Rs. 160/-	
F (1 – 96)	60	Rs. 140/- Rs. 100/-	For basic pay + dearness pay Rs.6000/- and above. For basic pay + dearness pay less than that of Rs.6000/-
F 1 (97 – 108)	54	Rs. 114/- Rs. 81/-	For basic pay + dearness pay Rs.6000/- and above. For basic pay + dearness pay less than Rs.6000/-
G (1 – 117)	35	Rs. 60/- Rs. 30/-	For basic pay + dearness pay Rs.4000/- and above. For basic pay + dearness pay less than Rs.4000/-

SCHEDULE – 2
(UNDER CLAUSE – 4 OF ALLOTMENT RULES)

Pay Scale or Cadre (Basic Pay)	Category of staff (The list is not exhaustive)	Type of Quarters
(Group A)		
18,400 – 22,400	Director	
16,400 – 22,400	Professor, Registrar Chief Scientific Officer/Chief Research Engineer, Librarian	A,B,C,D
14,300 – 19,250	System Manager, Principal Scientific Officer / Principal Research Engineer, Superintending Engineer	A,B,C,D
12,000 – 18,300	Assistant Professor, Lecturer (Selection Grade), Senior Scientific Officer / Senior Research Engineer, Dy. Registrar, Dy, Librarian, Finance Officer	B,C,D
10,000 – 15,200	Lecturer (Sr. Scale), Scientific Officer Gr.I / Research Engineer Gr.I, Executive Engineer, Senior Medical Officer, Chief Security Officer	C,D
8,000 – 13,500	Lecturer, Scientific Officer Gr.II / Research Engineer Gr.II, Assistant Librarian, Assistant Registrar, Assistant Executive Engineer, Medical Officer, Senior Security Officer, Assistant Executive Engineer, Coordinator EDP, System Programmer	C,D
(Group B)		
6,500 – 10,500	Jr. Administrative Officer, Jr. Scientific Officer, Assistant Engineer, Security Officer, Physical Training Officer, Physical Training Instructor Gr.I,	D,E
5,500 – 9,000	Superintendent (General / Accts / Cash / Stores), Sr. Stenographer (SG), Secretary Gr.I, Sr. Technical Assistant, Senior Technical Assistant (Library), Horticultural Assistant Gr.I, Sanitary Inspector Gr.I, Manager (Guest House) Gr.I, Physical Training Instructor Gr.II,	E,F
5,000 – 8,000	Assistant Superintendent / Accountant, Secretary Gr.II, Technical Assistant (Laboratory, Workshop, Drafting, Telephones or Engineering supervision, any other) / Jr. Engineer, Technical Assistant (Library), Horticultural Assistant Gr.II, Sanitary Inspector Gr.II, Manager (Guest House) Gr.II, Sr. Stenographer, Project Assistant, Sr. Pharmacist, Medical Technician	E,F
(Group C)		
4,500 – 7,000	Pharmacist	F
4,000 – 6,000	Stenographer, Sr. Assistant, Sr. Mechanic, Sr. Lab. Assistant, Sr. Work Assistant, Telephone Operator Gr.I, Driver Gr.I	F
3,200 – 4,900 and 3,050 – 4,590	Jr. Assistant, Mechanic, Laboratory Assistant, Work Assistant, Telephone Operator Gr.II, Driver Gr.II, Jr. Project Assistant, Job Assistant	F
(Group D and promotional posts from Group D posts)		
3,050 – 4,590	Security Guard (SG) / Attendant (SG) / Mali (SG)	F, G
2,750 – 4,400	Sr. Security Guard / Attendant Gr.I / Sr. Mali	G
2,650 – 4,000	Security Guard / Attendant Gr.II / Mali	G
2,550 – 3,200	Unskilled Worker	G

Note :

- (1) The entitlement is scale-based, and not salary-based or designation-based. For example, a lecturer drawing a salary of Rs.13,500/- in the scale Rs. 8000-13500 is not entitled to B type accommodation, whereas a fresh Assistant Professor drawing a salary of Rs. 12000/- is entitled to it. Similarly, because of historical reasons, the Institute offers same designation with two different scales. They are entitled to different types of housing even if the designations are the same.

Employees with designations not listed in this schedule will be entitled to accommodation as per pay scale. If new pay scales are introduced in future, the entitlement will be as per the highest pay scale listed below the concerned pay scale.

- (2) An employee enjoying a personal scale will be entitled to housing corresponding to the post held by him, and not to his present scale or salary.
- (3) When an employee is upgraded to a higher scale (under normal course of promotion, ACP or another rule) even with his old designation, he is entitled to accommodation corresponding to his new scale.
- (4) Accommodation allotted before promulgation of these rules will be honoured.

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	Plinth area in sq. m	Academic staff and officers	Non-Academic staff	Total
D	120	17	3	20
D1	113	32	4	36

ANNEXURE-7



**National Institute of Technology
Rourkela – 769008 (Orissa)**

Self Appraisal for Officers

July 1, _____ To June 30, _____

Name of Officer: _____ Employee Code: _____

Designation _____ Department/Section _____

Date of appointment to the Present Grade: _____

1. What are the important tasks performed by you during the year?

2. According to you, What is your noteworthy contribution to the Institute during the year ?

3. Please indicate the constraints faced by you while performing your job.

4. Please give suggestions for improvement in your work environment.

5. Identify the areas in which you need training for doing your job better, and indicate where such training is available.

6. Any other relevant point :

Signature of the Officer

Signature of the Assessing Officer

Name: _____

Name: _____

Date: _____

Date: _____



**National Institute of Technology
Rourkela – 769008 (Orissa)**

Performance Appraisal for Non-teaching Officers

July 1, _____ To June 30, _____

Name of Officer: _____ Employee Code: _____

Designation _____ Department/Section _____

Date of appointment to the Present Grade: _____

Assessing Officer (Dean / Head of the Department / Registrar)	Sl. No.	Performance Factors	Weightage	Rating (Max=10)	Factor Score (Weightage X Rating) 2
	1	Volume of Output	3		
	2	Competence	3		
	3	Initiative and Drive	3		
	4	Planning & Organizing	2		
	5	Team spirit and Lateral Coordination	2		
	6	Amenability to Discipline	2		
	7	Honesty, Integrity & Transparency	2		
	8	Commitment & Sense of Responsibility	1		
	9	Problem Analysis & Decision Making	1		
10	Communication	1			
	TOTAL FACTOR SCORE (TFS) [MAX=100]				
	GENERAL GRADING (Please refer to Rating Chart at the bottom of the page) * :				
	Outstanding Contributions, if any:				
	Specific deficiency, if any:				
	Specific recommendation (e.g. Training need) if any:				
	Name of Assessing Officer:			Signature:	
	Designation:			Date:	
Reviewing Officer (Director)	Remarks:				
	Name of the Reviewing Officer:			Signature:	
	Designation:			Date:	

Noted: Communicated to employee concerned. Yes/No

REGISTRAR

RATING CHART *

Assessment	Excellent	Very Good	Satisfactory	Poor	Very Poor
TFS	TFS ≥ 81	61 ≤ TFS ≤ 80	41 ≤ TFS ≤ 60	21 ≤ TFS ≤ 40	TFS ≤ 20

Note: Ratings of "Poor" and "Very Poor" will be Communicated to the employees, along with outstanding contributions or specific deficiencies.

P.T.O

Explanation Notes :

Position	Assessing Officer	Reviewing Officer
Registrar	Director	Director
Asst. & Dy. Registrars	Registrar	Director
Security Officer	Registrar	Director
AEE (Civil)	Professor in charge (Civil)	Dean (PD)
AE(Elect)	Professor in charge (Elect)	Dean (PD)
Medical Officer	Dean (Admn.)	Director
Scientific Officer/ Sr. Scientific Officer	Professor in charge/ HOD	Dean (AA)

This Performance Appraisal form is to be used for all non-faculty officers whose entry scale of the "cadre is Rs. 6500-10500 or above. For example, it is to be used for Asst. Engineers and Security Officers, whose entry scale of the cadre is Rs. 6500-10500 but the same scale is a promotional scale of the cadre.

Performance Appraisal for Non-Teaching Employees

July 1, _____ To June 30, _____

Name of Employee: _____ Employee Code: _____

Designation _____ Department/Section _____

Date of appointment to the Present Grade: _____

	Sl. No.	Factor	Weightage	Rating (Max=10)	Factor Score (Weightage X Rating) 2	
Assessing Officer	1	Volume of output	3			
	2	Quality of work	3			
	3	Competence	2			
	4	Commitment to work	2			
	5	Promptness in doing work	2			
	6	Initiative & Resourcefulness	2			
	7	Willingness to assume responsibility	2			
	8	Amenability to discipline	2			
	9	Team spirit/Relation with other employees	1			
	10	Honesty, Integrity and Transparency	1			
	TOTAL FACTOR SCORE (TFS) [MAX=100]					
	GENERAL GRADING (Please refer to Rating Chart at the bottom of the page) * :					
	Outstanding Contributions, if any:					
	Specific deficiency, if any:					
	Specific recommendation (e.g. Training need) if any:					
Name of Assessing Officer :				Signature:		
Designation/Department				Date:		
Reviewing Officer	Remarks:					
	Name of Reviewing Officer :				Signature:	
	Designation/Department :				Date:	
Noted: Communicated to employee concerned. Yes/No						
REGISTRAR						

RATING CHART *

Rating	Excellent	Very Good	Satisfactory	Poor	Very Poor
TFS	TFS ≥ 81	61 ≤ TFS ≤ 80	41 ≤ TFS ≤ 60	21 ≤ TFS ≤ 40	TFS ≤ 20

Note: General Grading of "Poor" and "Very Poor" will be Communicated to the employees along with outstanding contributions or specific deficiencies.

P.T.O

Explanation Notes :

- Assessing Officer: Immediate Supervising Officer.
- Reviewing Officer: Head of the Department.

Position	Assessing Officer	Reviewing Officer
• Staff attached to Laboratories in departments.	Faculty In-charge of the Laboratory.	HOD
• Staff attached to Office in Departments	Senior most faculty member of the Department, but not the HOD	HOD
• Sections of Registrar	Concerned Asst. Registrar/ Dy. Registrar	Registrar
• Library	Dy./ Asst. Librarian	Librarian or Professor in charge of Library.
• Estate (Civil)	AEE (Civil)	Professor in charge (Civil)
• Estate (Elect.)	AE(E)	Professor in charge (Elect.)
• Security	Security Officer	Registrar
• Medical	Medical Officer	Head Medical
• Hostels	Warden	Chief Warden
• Chief Warden Office	Senior most Warden except the Chief Warden	Chief Warden
• Computer Centre	Professor in charge (Networks)	Head, CC
• Workshop	Professor in charge (Workshop)	Dean (AA)
• Training & Placement	Head (T & P)	Dean (AA)
• SAC	President, SAC	Dean (SA)
• Telephone	Professor in charge (Telephone)	Dean (PD)
• Lawn & Garden	Professor in charge (L & G)	Dean (PD)
• Cleaning Staff	Concerned Officer	Registrar

- This performance Appraisal form is to be used for all staff members belonging to Groups B,C and D where the entry scale of the “cadre” is Rs 5500-9000/- or lower. [It is applicable to positions such as STA or Superintendent (SG) which are promotional posts of a cadre with lower entry scale. However, it is not applicable to positions such as Asst. Engineer or Security Officer where the entry scale of the cadre is Rs. 6500-10500 or higher].

ANNEXURE-8 29

(Given in a Separate
Bound Book)

ANNEXURE-10

Academic Calendar of Undergraduate and Postgraduate courses for the session 2006-07.a) Undergraduate courses (B.Tech.)

Sl.No	Event	Date	Day
1.	Registration for 3 rd , 5 th & 7 th Semester	17.07.2006	Monday
2.	Start of 3 rd , 5 th & 7 th Sem.classes	18.07.2006	Tuesday
3.	Registration for 1 st Semester	As per CCB notification To be decided later	
4.	Start of 1 st Semester classes		
5.	Mid Semester exam. for 1 st , 3 rd , 5 th & 7 th Semesters	21.09.2006 to 28.09.2006	Thursday to Thursday
6.	Technical Festival (seminar quiz, model competition)	13.10.2006 to 15.10.2006	Friday to Sunday
7.	Annual Athletic Meet	03.11.2006 to 04.11.2006	Friday to Saturday
8.	End Semester Examination for 1 st , 3 rd , 5 th & 7 th Semesters	23.11.2006 to 30.11.2006	Thursday to Thursday
9.	Inter Semester Break (for students)	01.12.2006 to 31.12.2006	Friday to Sunday
10.	Submission of grades to Examination office	12.12.2006	Tuesday
11.	CONVOCATION	16.12.2006	Saturday
12.	Winter vacation for teachers	13.12.2006 to 31.12.2006	Wednesday to Sunday
13.	Consideration of 1 st , 3 rd , 5 th & 7 th End semester examination results by UGPEC	21.12.2006	Thursday
14.	Publication of U.G. Autumn Semester results	22.12.2006	Friday
15.	Registration for 2 nd , 4 th , 6 th & 8 th semesters	01.01.2007	Monday
16.	Start of 2 nd , 4 th , 6 th & 8 th semester classes	02.01.2007	Tuesday
17.	Spring Festival	01.02.2007 to 04.02.2007	Thursday to Sunday
18.	Mid semester examination for 2 nd , 4 th , 6 th & 8 th semesters	21.02.2007 to 28.02.2007	Wednesday to Wednesday
19.	Field Camp for Mining 2 nd year students	19.03.2007 to 26.03.2007	Monday to Monday
20.	Short tour for Mining 3 rd year students	19.03.2007 to 24.03.2007	Monday to Saturday
21.	Allotment of final year project to 3 rd year students	30.03.2007	Friday
22.	Viva voce for 8 th Semester students	12.04.2007 to 13.04.2007	Thursday to Friday
23.	End semester examination for 2 nd , 4 th , 6 th & 8 th semesters	24.04.2007 to 30.04.2007	Tuesday to Monday
24.	Summer courses	02.05.2007 to 29.05.2007	Wednesday to Tuesday
25.	Presentation for Best Project evaluation	08.05.2007 to 11.05.2007	Tuesday to Friday
26.	Final year Project evaluation	10.05.2007 20.05.2007	Thursday to Sunday
27.	Submission of Grades to Examination office	15.05.2007	Tuesday
28.	Submission of Project Grades to Examination Office	21.05.2007	Monday
29.	Summer break (for students)	01.05.2007 to 15.07.2007	Tuesday to Sunday
30.	Summer Training for third year students	07.05.2007 to 29.06.2006	Monday to Friday

31.	Summer vacation for teachers	12.05.2007 to 10.07.2007	Saturday to Tuesday
32.	Consideration of 2 nd , 4 th , 6 th & 8 th End semester examination results by UGPEC	24.05.2007	Thursday
33.	Publication of U.G .Spring Semester results	25.05.2007	Friday
34.	Supplementary Exam form fill up for all semesters (by electronic means)	31.05.2007	Thursday
35.	Supplementary Exam form fill up with fine for all semesters (In person)	08.06.2007	Friday
36.	Supplementary Exam. for all semesters	13.06.2007 to 29.06.2007	Wednesday to Friday
37.	Submission of grades to Examination office	09.07.2007	Monday
38.	Consideration of results of supplementary examination by UGPEC	12.07.2007	Thursday
39.	Publication of results of Supplementary examination	13.07.2007	Friday

Postgraduate courses

a) (M.Tech.)

Sl.No	Event	Date	Day
1.	Registration of 1 st & 3 rd Semester	17.07.2006	Monday
2.	Class start of 1 st semester	18.07.2006	Tuesday
3.	Submission of report on summer work (3 rd semester)	18.07.2006	Tuesday
4.	1 st semester Mid Semester Examination	21.09.2006 to 28.09.2006	Thursday to Thursday
5.	Technical Festival (seminar quiz, model competition)	13.10.2006 to 15.10.2006	Friday to Sunday
6.	Annual Athletic Meet	03.11.2006 to 04.11.2006	Friday to Saturday
7.	Last date of allotment for Project	10.11.2006	Friday
8.	End semester examination for 1 st semester	23.11.2006 to 30.11.2006	Thursday to Thursday
9.	3 rd semester final seminar	08.12.2006	Friday
10.	Submission of 3 rd semester project work & review report	15.12.2006	Friday
11.	CONVOCATION	16.12.2006	Saturday
12.	Submission of tabulated sheet to Examination Office	18.12.2006	Monday
13.	Consideration of 1 st & 3 rd semester examination results by PGPEC	21.12.2006	Thursday
14.	Publication of 1 st & 3 rd Semester results	22.12.2006	Friday
15.	2 nd & 4 th semester registration	01.01.2007	Monday
16.	2 nd semester class start	02.01.2007	Tuesday
17.	Spring Festival	01.02.2007 to 04.02.2007	Thursday to Sunday
18.	2 nd semester Mid semester examination	21.02.2007 to 28.02.2007	Wednesday to Wednesday
19.	End semester examination for 2 nd semester	24.04.2007 to 30.04.2007	Tuesday to Monday
20.	Summer project (3 rd semester) starts	01.05.2007	Tuesday
21.	Submission of tabulated sheet to Examination Office (2 nd semester)	16.05.2007	Wednesday
22.	Consideration of 2 nd semester examination results by PGPEC	18.05.2007	Friday
23.	Last date for 4 th semester thesis submission	21.05.2007	Monday
24.	Publication of 2 nd Semester results	22.05.2007	Tuesday
25.	Last date for seminar presentation & oral exam. by dept.	31.05.2007	Thursday
26.	Submission of tabulated sheet to Examination Office (4 th semester)	04.06.2007	Monday
27.	Consideration of 4 th semester examination results by PGPEC	07.06.2007	Thursday
28.	Publication of 4 th Semester results	08.06.2007	Friday
29.	3 rd semester(Repeat) exam.(seminar & Viva-voce)	11.06.2007	Monday
30.	1 st & 2 nd Semester (suppl.) examination form fill up	15.06.2007	Friday
31.	1 st & 2 nd Semester (suppl.) examination	18.06.2007 to 22.06.2007	Monday to Friday
32.	Submission of tabulated sheet to Examination Office	27.06.2007	Wednesday
33.	Consideration of 3 rd semester(repeat), 1 st & 2 nd Semesters (sppl.) results by PGPEC	28.06.2007	Thursday
34.	Publication of 1 st , 2 nd and 3 rd Semester(Suppl) results	29.06.2007	Friday

b) M.C.A.

Sl.No	Event	Date	Day
1.	Registration of 3 rd & 5 th Semesters	17.07.2006	Monday
2.	Registration of 1 st Semesters	To be notified latter	
3.	Starting of 3 rd & 5 th Semester Classes	18.07.2006	Tuesday
4.	Starting of 1 st Semester classes	To be notified latter	
5.	Mid Semester Examination for 1 st , 3 rd & 5 th semesters	21.09.2006 to 28.09.2006	Thursday to Thursday
6.	Technical Festival (seminar quiz, model competition)	13.10.2006 to 15.10.2006	Friday to Sunday
7.	Annual Athletic meet	03.11.2006 to 05.11.2006	Friday to Sunday
8.	End semester examination for 1 st 3 rd & 5 th semesters	23.11.2006 to 30.11.2006	Thursday to Thursday
9.	Submission of 5th semester project (minor)	01.12.2006	Friday
10.	5 th semester topic seminar to complete by	05.12.2006	Tuesday
11.	CONVOCATION	16.12.2006	Saturday
12.	Submission of tabulated sheet of End Semester Examination to Examination Office	18.12.2006	Monday
13.	Consideration of 1 st , 3 rd & 5 th semester examination results by PGPEC	21.12.2006	Thursday
14.	Publication of 1 st , 3 rd & 5 th Semester results	22.12.2006	Friday
15.	Registration for 2 nd , 4 th & 6 th semester	01.01.2007	Monday
16.	2 nd , 4 th semester class starts	02.01.2007	Tuesday
17.	Spring Festival	01.02.2007 to 04.02.2007	Thursday to Sunday
18.	Mid Semester examination for 2 nd & 4 th Semester	21.02.2007 to 28.02.2007	Wednesday to Wednesday
19.	End semester examination for 2 nd & 4 th semester	24.04.2007 to 30.04.2007	Tuesday to Monday
20.	Submission of tabulated sheet to Examination Office	16.05.2007	Wednesday
21.	Consideration of 2 nd & 4 th semester examination results by PGPEC	18.05.2007	Friday
22.	Last date for 6 th Semester thesis submission	21.05.2007	Monday
23.	Publication of 2 nd , 4 th Semester results	22.05.2007	Tuesday
24.	Last date for seminar presentation & oral exam. by dept.	31.05.2007	Thursday
25.	Submission of tabulated sheet to Examination Office (6 th semester)	04.06.2007	Monday
26.	Consideration of 6 th semester examination results by PGPEC	07.06.2007	Thursday
27.	Publication of 6 th semester results	08.06.2007	Friday
28.	1 st , 2 nd , 3 rd , 4 th & 5 th Semester (suppl.) examination form fill up	15.06.2007	Friday
29.	1 st , 2 nd , 3 rd , 4 th & 5 th Semester (suppl.) examination	18.06.2007 to 22.06.2007	Monday to Friday
30.	Submission of tabulated sheet of Supplementary Examination to Examination Office	27.06.2007	Wednesday
31.	Consideration of 1 st , 2 nd , 3 rd , 4 th & 5 th semesters (sppl.) results by PGPEC	28.06.2007	Thursday
32.	Publication of 1 st , 2 nd , 3 rd , 4 th & 5 th semester (Suppl) results	29.06.2007	Friday

c) M.Sc.

Sl.No	Event	Date	Day
1)	Registration for 1 st / 3 rd semester	17.07.2006	Monday
2)	Start 1 st / 3 rd semester classes	18.07.2006	Tuesday
3)	Mid Semester Examination for 1 st / 3 rd semester	21.09.2006 to 28.09.2006	Thursday to Thursday
4)	Technical Festival (seminar quiz, model competition)	13.10.2006 to 15.10.2006	Friday to Sunday
5)	Annual Athletic Meet	03.11.2006 to 05.11.2006	Friday to Sunday
6)	End semester examination for 1 st semester	23.11.2006 to 30.11.2006	Thursday to Thursday
7)	Inter semester Break (for students)	01.12.2006 to 31.12.2006	Friday to Sunday
8)	Winter vacation for teachers	13.12.2006 to 31.12.2006	Wednesday to Sunday
9)	CONVOCATION	16.12.2006	Saturday
10)	Submission of tabulated sheet to Examination Office	18.12.2006	Monday
11)	Consideration of 1 st & 3 rd semester examination results by PGPEC	21.12.2006	Thursday
12)	Publication of 1 st & 3 rd Semester results	22.12.2006	Friday
13)	Registration for 2 nd & 4 th semester	01.01.2007	Monday
14)	2 nd & 4 th semester class start	02.01.2007	Tuesday
15)	Technical Festival	12.01.2007 to 14.01.2007	Friday to Sunday
16)	Spring Festival	01.02.2007 to 04.02.2007	Thursday to Sunday
17)	Mid Semester examination for 2 nd & 4 th Semester	21.02.2007 to 28.02.2007	Wednesday to Wednesday
18)	Allotment of final year project to 1 st year students	30.03.2007	Friday
19)	End semester examination for 2 nd & 4 th semester	24.04.2007 to 30.04.2007	Tuesday to Monday
20)	Submission of tabulated sheet to Examination Office (2 nd semester)	16.05.2007	Wednesday
21)	Consideration of 2 nd semester examination results by PGPEC	18.05.2007	Friday
22)	Last date of 4 th semester thesis submission	21.05.2007	Monday
23)	Publication of 2 nd Semester results	22.05.2007	Tuesday
24)	Last date for seminar presentation & oral exam. by dept.	31.05.2007	Thursday
25)	Submitted of tabulated sheet to Examination Office(4 th semester)	04.06.2007	Monday
26)	Consideration of 4 th semester examination results by PGPEC	07.06.2007	Thursday
27)	Publication of 4 th semester results	08.06.2007	Friday
28)	1 st , 2 nd Semester (suppl.) examination form fill up	15.06.2007	Friday
29)	1 st , 2 nd Semester (suppl.) examination	18.06.2007 to 22.06.2007	Monday to Friday
30)	Submission of tabulated sheet to Examination Office	27.06.2007	Wednesday
31)	Consideration of 1 st , 2 nd semesters (sppl.) results by PGPEC	28.06.2007	Thursday
32)	Publication of 1 st , 2 nd (suppl)semester results	29.06.2007	Friday

d) Ph.D. & M.Tech. (Res)

1.	Semester Registration (Autumn)	17.07.2006	Monday
2.	Semester Registration (Spring)	01.01.2007	Monday

All other events will be alongwith the UG and PG programmes on case to case basis.

*** In case any of the event falls on Holiday, Director (Chairman, Senate) is empowered to take the decision regarding change in the Academic Calender.**

ANNEXURE-11

NATIONAL INSTITUTE OF TECHNOLOGY: ROURKELA - 769008
FEE STRUCTURE FOR B.Tech./M.Tech./M.Sc./MCA/Ph.D./M.Tech.(Res)

Annexure-A

Sl.No.	Fee		Amount			
			B.Tech.	M.Tech/M.Sc.	MCA	Ph.D/M.Tech.(Res)
1.	Admission fee		Rs.1000/- (one time fee)	Rs.1000/- (one time fee)	Rs.1000/- (one time fee)	Rs.1000/- (one time fee)
2.	Tuition fee		Rs.12000/- per annum	Rs.7500/- per annum	Rs.50,000/- per annum	Rs.5000/- per annum
3.	Other fee (Exam.,Lib. etc.)		Rs.4000/- per annum	Rs.4000/- per annum	Rs.4000/- per annum	Rs.4000/- at the time of thesis submission
4.	Institute Development Contribution		Rs.10000/- (One time fee – to be directly deposited into corpus fund at the time of admission)	Rs.5000/- (One time fee – to be directly deposited into corpus fund at the time of admission)	Rs.5000/- (One time fee – to be directly deposited into corpus fund at the time of admission)	Nil
5.	Alumni fee in Final Semester		Rs.500/- in final semester	Rs.500/- in final semester	Rs.500/- in final semester	Rs.500/- at the time of end of thesis
	Souvenir fee in pre final semester		Rs.500/-	Rs.500/-	Rs.500/-	Nil
6.	Student Activity fee		Rs.1000/- per annum	Rs.1000/- per annum	Rs.1000/- per annum	Rs.1000/- per annum
7.	Hostel admission fee		Rs.500/- (one time)	Rs.500/- (one time)	Rs.500/- (one time)	Rs.500/- (one time)
8(a)	Hostel seat rent	Single seated	Rs.5000/- per annum	Rs.5000/- per annum	Rs.5000/- per annum	Rs.5000/- per annum
		Double seated	Rs.4000/- per annum	Rs.4000/- per annum	Rs.4000/- per annum	Rs.4000/- per annum
		Four seated	Rs.3000/- per annum	Rs.3000/- per annum	Rs.3000/- per annum	Rs.3000/- per annum
8(b)	Boarder permitted to stay outside or given alternative accommodation in the Institute		Rs.500/- per annum	Rs.500/- per annum	Rs.500/- per annum	Rs.500/- per annum
9.	Medical		Rs.1000/- per annum	Rs.1000/- per annum	Rs.1000/- per annum	Rs.1000/- per annum
10.	Caution Money (refundable)		Rs.2500/- (one time)	Rs.2500/- (one time)	Rs.2500/- (one time)	Nil

- Note:**
- 1) Tuition fee and all other Fees except the one time fees will be collected in two equal instalments. However, at first year level (except Ph.D. & M.Tech.(Res) the fees for 1st and 2nd semesters will be collected at the time of admission.
 - 2) Students given alternative accommodation by the Institute will pay the reduced Hall fee in addition to the license fee and other charges for the accommodation provided. This will entitle them to use common facilities of the Hall and participation in Hall activities.
 - 3) Medical fee will entitle the student to free treatment plus medicines at the Institute dispensary and insurance cover against hospitalization.
 - 4) Tuition fees and Development fees can be borne by research projects in case of students of all categories, if the student's research activity has a bearing on the project.
 - 5) Students are required to pay fees during all the semesters (or part thereof), they are studying in the Institute, from admission till thesis submission
 - 6) Institute employees enrolled in M.Tech.(Res.) or Ph.D. programme are exempted from all fees except Admission fee, Examination fee and Alumni fee.
 - 7) SC/ST students taking admission in M.Tech.(Res.) or Ph.D. Programme are exempted from paying tuition fee.
 - 8) Foreign students coming under different schemes will pay tuition fee at a rate fixed under that scheme, instead of the rate given above.

P.T.O.

Miscellaneous fees

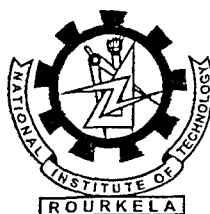
Grade Cards and Certificate (Original)	:	NIL
Grade Cards and Certificate except degree certificate (Duplicate	:	Rs. 500/-
Duplicate Certificate to correct errors	:	NIL
Degree Certificate (Duplicate)with Police FIR and/or Affidavit	:	Rs. 2000/-
Duplicate Identity Card	:	Rs. 500/-
Duplicate Health Card	:	Rs. 100/-
Delayed payment	:	Rs. 500/-
Miscellaneous services	:	Rs. 500/-
Official transcripts for students (one time payment)	:	Rs. 500/-
Official transcripts for Alumni (per institution)	:	Rs. 200/- (subject to a minimum fee of Rs.500/
Fees for summer courses	:	Rs.2000/- (per course)

N.B.

- 1) The authorities reserve the right to vary, amend the rules, schedules of fees and regulations from time to time.
- 2) The revised fee structure will be effective for the students who will take admission in the Academic Session 2006 – 2007 and onwards except for Ph.D. and M.Tech.(Res.) students which has already been effective from March- 2006. However , all students(including those who are on roll) will have to pay the medical fee @ Rs.1000/- per annum alongwith their regular semester registration fees.

ANNEXURE-12

**REGULATIONS
FOR
M.Tech. DEGREE IN ENGINEERING
(EFFECTIVE FROM JANUARY 2006)**



**NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA**

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1. Introduction

- 1.1. The M.Tech. regulation includes rules and procedures for M.Tech. programme of two years duration.

This regulation is effective for the batches of students admitted in the Academic Session 2006 – 2007 onwards.

- 1.2. The departments which offer various courses and different specializations offered are listed in Appendix-I. The specialisations offered may change from time to time as per decision of the BOG.
- 1.3. The M.Tech. programme is ordinarily of 2 years (4 semesters) duration. Persons employed in industry and other organizations within a reasonable distance from the Institute may, however, take a "Slow Pace Programme" with consent of their employers.
- 1.4. The slow pace programme shall be of 3 years duration. In this case, the course work will be of 2 years (4 semesters) duration, the third year being devoted for Project/Thesis as usual. The course structure and the subjects to be studied remain the same as those of the regular programme.
- 1.5. In addition to regular M.Tech. programme, the Institute offers a Master of Technology Degree by research, named M.Tech. (Res) which is described in a different brochure.
- 1.6. The provisions of this regulation shall also be applicable to any new discipline(s) that is(are) introduced from time to time and added to the list in Section 1.2.
- 1.7. The Board of Governors of the Institute may, on the recommendation of the Senate, change any or all parts of this Regulation at anytime.
- 1.8. Supplementary regulations, whenever necessary may be framed and implemented by the Senate.
- 1.9. The M. Tech. program is administered by the Departmental Academic Committee (DAC) in the department level and by the PGPEC in Institute level. The Composition and functioning of the two Committees are given in Appendix.II

2. Admission Requirement

- 2.1. (a) The minimum qualification for admission to any post graduate programme is B.E. / B.Tech. in the same or a related discipline or M.Sc. in an appropriate branch of Science. The qualifying subjects are decided by the Senate from time to time.
- (b) Candidates with degrees considered equivalent to B.Tech., such as those obtained in the examinations conducted by Professional bodies (such as AMIE and AMIIM) are also eligible for admission.

- 2.2. All such candidates seeking admission to any Post Graduate Programme must have secured CGPA not less than 6.5 in the 10 point scale or secured marks not less than 60% in B.E. / B.Tech. or equivalent examination.
- 2.3. The Senate, or the Chairman Senate on its behalf, may relax the grade / percentage marks requirement upto CGPA 6.0 or 55% marks for sponsored candidates with proven research or professional experience in the appropriate field. The Senate's decision shall be based on published or unpublished documents produced by the candidates. There is no relaxation of marks requirement for SC/ST candidates.
- 2.4. (a) Candidates with valid GATE score and satisfying requirement as specified in Sections 2.1 to 2.3 can be given admission to any M.Tech. programme on the basis of their GATE score directly. This is applicable for both General & SC/ST candidates, SC/ST candidates will be considered separately for seats reserved for the purpose.
- (b) When sufficient number of GATE qualified candidates are not available for admission to an M.Tech. programme, students meeting other admission criteria can be admitted on the basis of merit to be decided by the department, broadly following the guidelines given under item 2.4 (c). They, however, will not be entitled to any scholarship from Government sources.
- (c) For candidates without a valid GATE score, the Departments may use the following guideline for preparation of merit list.
- | | | | |
|-----|--|---|----------------------------|
| i) | Marks in the Qualifying Degree | - | 50% [Points=% of marks-50] |
| ii) | Marks for Written Test and/or Viva Voce as decided by the Department | - | 50% |
- 2.5. (a) Sponsored candidates can take admission in PG programmes of any discipline against quota fixed by appropriate authorities (such as MHRD, AICTE or Board of Governors of the Institute).
- (b) The norms and procedures of admission of sponsored category students is enumerated in Appendix - III.

3. Admission

- 3.1. Admission to 1st semester of M.Tech. programme will be as per approved Academic Calendar. Ordinarily admission is given only in the Autumn semester.
- 3.2. In case of selection on the basis of written tests and/or interview, the applicants must be intimated at least two weeks in advance.
- 3.3. (a) In addition to regular and sponsored candidates, foreign nationals who satisfy clause 2.1. & 2.2. and who are either (i) selected for award of Government of India scholarship under an approved programme or (ii) permitted by the Govt. of India to undergo studies as self-financing foreign students may also be admitted.

- (b) Foreign nationals who passed the qualifying degree examination (B.Tech. or equivalent degree) from an Indian Institute or University have to follow the same procedure as followed by Indian students.

3.4. At the time of admission the student is required to provide the following documents.

- (a) A certificate for proof of age (Birth certificate or Board certificate).
- (b) Pass certificate and grade card (or mark sheet) of the qualifying examination.
- (c) College leaving certificate.
- (d) Migration certificate (If applicable).
- (e) GATE score card (if applicable).
- (f) 2 recent photographs.

A provisional admission may be given if any of the certificates is not produced. It has to be submitted before a date to be fixed by the Senate, failing which admission will be cancelled and all fees deposited will be forfeited.

- 3.5. Candidates seeking admission to the Institute's M.Tech. programme have to produce all supporting documents / certificates in original and pay the required fees as printed in the Institute's prospectus / information brochure for that year of admission. Original documents will be returned after verification.
- 3.6. The fees to be paid during admission and during continuance of study are subject to change as decided by Board of Governors of the Institute.
- 3.7. Sponsored candidates must produce the following additional documents at the time of admission:
 - (i) Experience Certificate in support of 2 years full time experience in the sponsoring organisation along with relevant documents such as pay slip, appointment order and ID card.
 - (ii) Documents to prove that he / she has been officially relieved of his / her duties for the purpose of joining the M.Tech. programme.
 - (iii) That his / her services are retained by the employer, and he/she must serve at least 3 years in the same institution after completing M.Tech. at NIT Rourkela.
- 3.8. The Institutes reserves the right to cancel the admission of any student and ask him / her to discontinue studies at any stage of his / her career on grounds of unsatisfactory academic performance, unsatisfactory attendance or undisciplined behaviour.
- 3.9. The department will assign a faculty member to each batch of students to serve as 'Faculty Adviser', who will continue to act till all students admitted in a batch graduate or leave the Institute. He will serve as a mentor to the students and shall proactively monitor their academic progress. He will approve selection of elective courses, liaison with course teachers in matters of students' attendance and performance, recommend leave of the students to HOD, and communicate with their parents. His

role is critical in case of academically weak or de-motivated students, who need to be guided out of their academic or social situations.

- 3.10. Sponsored candidates, on completion of a course must render at least three years of service in the sponsoring organization.

4. Registration

- 4.1. All the students admitted to the M.Tech. programme in any discipline have to register in person for the prescribed subjects at the commencement of each semester. Registration cannot be done without presence of the student.
- 4.2. (a) For candidates admitted to the first semester, registration shall be done on the day following the admission or on another day decided by the Institute from time to time.
- (b) Registration for all other semesters will be done on the dates fixed by the Senate in the Academic Calendar.
- 4.3. Registration of the students will be organised by the Heads of the concerned Departments in prescribed forms.
- 4.4. A student who is unable to register on the dates fixed for registration may be permitted late registration on individual application made to Dean (AA) through Faculty Adviser and Head of the Department with genuine reasons. This will be done only within not later than seven calendar days from the prescribed date on payment of additional fee prescribed by the Institute. After this date, registration can be permitted by Chairman, Senate on truly exceptional grounds.
- 4.5. Only those students will be permitted to register in a higher semester, who have:
- (i) Pursued regular study and appeared in the examination of preceding semester (other than 1st semester registration).
 - (ii) Cleared all Institute and Hall dues of the earlier semesters,
 - (iii) Paid the required Institute and Hall dues for the current semester.
 - (iv) Not been debarred from registration as a disciplinary measure, and
 - (v) Secured CGPA of at least 6.0 upto the previous semesters.
- 4.6. The students will choose the subjects of registration in consultation with Faculty Advisors.
- 4.7. A student may be allowed to become non-resident on the recommendation of Faculty adviser and Head of the Department and with approval of Dean (AA) after he / she has completed successfully two semesters of course work. The student so permitted has to pay the prescribed fees in all subsequent semesters till submission of thesis. In such cases, however, the student has to submit the dissertation not later than four years from the date of admission. (Five years for slow pace programme)

- 4.8. Withdrawal from the Institute is not permitted before completion of all course work with satisfactory grades.
- 4.9 Students who discontinue their study without taking a formal withdrawal as per clause 4.7 shall be deemed to have abandoned the studies. The names of such students will be struck off the rolls and no fees including caution money of Institute & Halls will be refunded to them.
- 4.10 Students who secure a CGPA less than 6.00 or get one or more F or I grades in the First Semester will be permitted to register provisionally in the Second semester. Fellowship, if any, will be discontinued in case of students obtaining an F grade. For students getting CGPA less than 6.00 or secures an I grade, fellowship will be temporarily suspended till publication of second semester results. If the CGPA improves above 6.00 and any I grade is converted to P or above, fellowship may be restored with arrears. A similar procedure will be followed for higher semesters.

5. Duration and Academic Calendar

- 5.1. The duration of M.Tech. course is 2 years (broken up to four semesters) and 3 years for those admitted in slow pace programme.
- 5.2. A student admitted to M.Tech. programme has to finish all requirements and obtain the degree in a maximum of four years for the regular programme and five years for slow pace programme. The duration for completing the coursework is 2 years in the regular programme and 3 years in the slow pace programme.

6. Attendance

- 6.1. Attendance in all classes of Theory, Tutorial, Laboratory and Project work is compulsory. If the attendance of any student is considered to be unsatisfactory by the teacher, the student will not be permitted to sit in the examination of that course. A student with very poor attendance in more than two courses may be asked to discontinue the studies. An M.Tech. student is not entitled to vacation.
- 6.2. Absence without obtaining prior sanction of leave shall entail proportionate deduction of scholarship in case of scholarship recipients.
- 6.3. A student other than Institute staff is eligible for following leave per year to be permitted by the Head of the Dept. on recommendation of the supervisor (s).

- i) For incidental purposes, CASUAL LEAVE – 10 working days.
- ii) For treatment on illness, MEDICAL LEAVE – 15 days including intervening holidays.

Medical leave will be granted only if the student produces his medical record book signed by one of the Institute medical officers that advises rest for those days or that states that he was hospitalized.

If a student falls ill outside the Institute (only if he is out on approved leave or deputation), the Medical Certificates must be seconded by an Institute Doctor.

7. Course Structure

- 7.1. Teaching for the courses will be reckoned in credits, as specified against each subject. Due credit will be given to lecture, tutorial (theory) and practical components.
- 7.2. The first two semesters will have theory and laboratory/design subjects with compulsory seminar of 2 credits worth in each semester.
- 7.3. The total number of credits in the coursework and seminar in 1st and 2nd semesters together will range between 46 and 50 credits.
- 7.4. The summer vacation will constitute a part of the 3rd semester. The summer work (either industrial project, any assigned work in the institute or a combination of the two) will carry 4 credits and it will be counted in the 3rd semester. There is no summer or winter vacation for PG students. The summer project (either in-house or industrial) will be assigned and monitored by the student's thesis supervisor. It may be related to the thesis topic or may be an independent work, to be decided by the thesis superior.
- 7.5. In addition to the summer project, the third semester will have three components with a total of 24 credits as mentioned below :
 - (i) A comprehensive viva voce of 4 credits.
 - (ii) A seminar course carrying 4 credits, and
 - (iii) Project (thesis) work carrying of 16 credits.

The comprehensive viva-voce will be carried out on all the subjects taught in first two semesters. Major part of the semester will be devoted to review and planning of the subject, design and fabrication of the related to experiments that will be completed in the 4th semester. Two seminars will be presented during the semester- one on a general topic, and another related to the project.

- 7.6. The entire 4th semester will be devoted for project work and will carry 24 credits.
- 7.7. The complete course structure of M.Tech. programmes of all departments have to be discussed in the PGPEC and approved by the Senate. Constitution and functions of PGPEC are given in Appendix-III.

8. Assessment of Performance

- 8.1. There will be continuous assessment of a student's performance throughout the semester and grades will be awarded by the Subject Teacher.
- 8.2. In general, there is no strict marks-to-grade linkage. The following should be taken as a guideline to ensure uniformity of grading among all courses.
 - (a) For arriving at a grade obtained by a student for a particular subject, initially a numeric marks obtained by the student out of 100 (hundred) is to be determined and then, the same is to be converted to letter grade following the guidelines given in Appendices IV to VI..
 - (b) For subjects with a theory component, the subcomponents and the respective weights assigned to these are given below.

Subcomponent

Weight

Teacher's Assessment (T.A.)	20%
Mid-Semester Examination	30%
End-Semester Examination	50%

- (c) For assigning marks in Teacher's Assessment (T.A.) performance in home assignments, class tests, tutorials, viva-voce, attendance etc. are to be considered. Typically two class tests for 4 credit theory and 1 test for 3 credit theory are to be conducted for a subject. The weights of different subcomponents of T.A. may be announced to the students by the teacher at the beginning of the Semester.
- (d) For assignment of marks in the laboratory component (P – component) the relevant subcomponents that are to be considered are: day-to-day work, regularity, tests (typically one in 2 credit practical and two in 4 credit practical) assignments, viva-voce etc. Percentage weights of the different subcomponents in deciding the final marks are to be announced at the beginning of the Semester.

9. Examination

- 9.1 The departments will conduct the Mid-semester and End-semester Examinations in respect of theory components of the subjects unless otherwise arranged. The Chairman of the Academic Committee (PG&R) will arrange the examination schedule, invigilation duties, dispatch of answer scripts to the teachers and collection of grades.
- 9.2 (a) A student will be permitted to appear in an examination, only if he/she has:
 - (i) attendance record to the satisfaction of the subject teacher in the theory and laboratory classes and has completed the assignment works given.
 - (ii) paid all Institute and Hall dues of the semester.
 - (iii) not been debarred from appearing in the examination as a result of disciplinary proceedings.
- (b) A student may be debarred from appearing at the Mid-Semester or End-Semester Examination in the subject on the report of Subject Teacher, if his/her
 - (i) attendance at lecture/tutorial/laboratory classes in that subject has not been satisfactory (if the subject teacher reports an adverse record) during the period, and/or,
 - (ii) performance in the assignment works in that subject during the semester has not been satisfactory.
 - (iii) He has not paid all institution and Hall Dues of the semester (to be verified from fee receipts).
 - (iv) He has been debarred from appearing in the examination as a result of disciplinary proceedings.

- 9.3 (i) Class tests, assignments, tutorials, viva-voce, laboratory assignments, etc., are the constituent components of continuous assessment process, and a student must fulfill all these requirements as prescribed by the teacher / coordination committee of the subject. If due to any compelling reason (such as participation in national / international events with due approval of the institute, his/her illness, calamity in the family, etc.) a student fails to meet any of the requirements within/on the scheduled date and time, the teacher/coordination committee in consultation with the concerned Head of the Department may take such steps (including conduction of compensatory tests/examinations) as are deemed fit.
- (ii) (a) Appearing both at the Mid-Semester and End-Semester Examination in the theory component of a subject is compulsory. Normally, if a student fails to appear in the Mid-Semester Examination without any valid reason he/she should get zero for that component. If such case is examined and cleared as per Clause 9.3 (ii)(b), the student will be permitted to sit for Alternative Mid-Semester examination, which will be conducted by the Departments as per convenience. Similarly, if a student fails to appear in the End Semester examination he/she may be assigned 'I' or 'F' grade in the subject, the discretion of the subject teacher. If the teacher awards an I grade, he may conduct a supplementary examination before the commencement of the third semester. If the student receives an 'F' grade, either due to non appearance in examination or due to poor performance, he must repeat the course in the next semester. Such student can appear at Supplementary Examination but is entitled to one grade less unless exempted as per Clause 9.3 (ii)(b)".
- (b) If a student misses the End-Semester Examination due to a compelling reason like participation in an national / international event with due approval of the Institute, serious illness of himself/herself or a calamity in the family, he/she may appeal to the Dean, Academic Affairs, through his/her faculty advisor and Head of the Department for granting leave during the examination period.

If it is medical ground, the student has to submit the medical record book and all relevant papers from the Institute Doctor. In case of treatment outside the Institute (including hospitals referred by the Institute), the student must produce all medical documents (discharge certificate, prescriptions, visit slips, pathological reports, medicine purchase receipts etc.) in original. All medical papers are to be submitted to the Institute doctor and a certificate obtained on their genuineness. The reason for leaving the campus must also be genuine and must be clearly stated by the student. In case of family calamity the student's application must be supported by a letter from the parent/local guardian along with copies of documents such as medical records, death certificates (if that happens). The application duly recommended by faculty Adviser and HOD, along with all documents, will be examined by Dean (AA). The student may be granted leave for the examination periods.

The subject teachers, at their discretions, may give a student an I or F grade which may be different from different subjects. In case of I grade, the teacher will conduct supplementary examination before the beginning of third semester. If it is F grade, a student has to register for the course once again.

- 9.4 A student will be permitted to appear in the examinations in only those subjects for which he/she has registered at the beginning of the semester and has not been debarred.
- 9.5 The final grades awarded to the students in a subject must be submitted by the Teacher, within ten days from the date of holding the Examination to the concerned Head of the Department for onward transmission to the Examination Office for archival.
- 9.6 The Examination Office will put the results and statistical reports of all examinations in PGPEC, which will recommend to the Senate for publication. In case the Senate meeting is delayed, the recommended results can be published with approval of the Chairman, Senate. The same may be ratified by the Senate at its next meeting.
- 9.7 For the benefit of and as a process of learning by the students, the scripts after correction of all class tests, Mid-semester Examinations, assignments etc. will be shown to the students within 3 weeks from the date of Tests / Examinations. The evaluated scripts of the End-Semester Examinations are to be shown to the students at the beginning of the next semester, but not later than 3 weeks from the starting of classes.
- 9.8 Any change of grade of a student in a subject, consequent upon detection of any genuine error of omission and/or commission on part of the concerned teacher, must be approved by the Departmental Academic Committee and must be forwarded by the Head of the concerned Department to the Examination Office within three weeks from the date of commencement of the next semester. Every Department will send one comprehensive report for each semester in a standard format.
- 9.9 If a student is dissatisfied with his/her grade, he/she may bring it to the attention of the teacher within two weeks from the first day of commencement of classes in the next semester. The teacher may change the grades if he finds an error in evaluation. If the student still feels aggrieved, he/she will file a formal complaint with Dean (AA) through his/her faculty advisor and HOD with a copy to the teacher (evaluator). If no complaint is filed within three weeks from the first day of classes in the next semester, the student is deemed to have accepted the results and no further change of grade is permitted.
- 9.10 The teachers are expected to retain all answer scripts, assignments and laboratory records for a period of two months from the starting of classes in the next semester. After that the material may be disposed off, except for the students who have filed a complaint. In case of complaint, the material need to be saved till all disputes are settled and final grade awarded.
- 9.11 In PG Courses, ordinarily, there is no supplementary examination. If a teacher awards an I grade for a genuine reason, he may hold a supplementary examination purely at his discretion. Students with F grade must re-register for the course during the Second Year.
- 10. Project Work - Thesis Submission**
- 10.1. The project is an important component of the Institute' M.Tech. programme. It gives an opportunity to the student to express his/her creative talents and prepare for his/her future career.

- 10.2. The Departmental Academic Committee will invite research topics for M.Tech. projects from its own faculty and from other departments across the Institute towards the middle of the first semester. One member of the Committee may be designated to coordinate this activity. Faculty members may propose project topics, singly or in collaboration with a colleague from the same or another department. Co-Supervisors from industry or other institutions may also be accepted. The topics should be advanced in academic content and relevant to industry/field application.
- 10.3. The Departmental Academic Committee will assign research topics to students at the end of the first semester, after taking into consideration the requirements of the projects and choice of the students.
- 10.4. Each topic will be taken by one student only. In case of specially challenging problems, larger teams may work on a single problem, with the prior approval of Dean(AA).
- 10.5. M.Tech. projects may be analytical, computational, experimental or developmental or combination thereof. The department will make the necessary resources available to the students, including access to laboratory and computing facilities outside normal working hours.
- 10.6. Each team of students, consisting of one or more members and working on a single problem, will be given an official "Project Record Book" by the Institute. All concepts, drawings, formulas, derivations, experimental observations, graphs, charts, photographs, computer flow charts and pseudo codes must be recorded by the student on this note book, which must be produced before all evaluation boards. There shall no blank pages in between the writings.
- 10.7. The student is required to submit a formal project report at the end of 2nd (including winter and summer vacations) 3rd and 4th semester; that submitted at the end of the 4th semester being in the form of a well-bound thesis.
- 10.8. Loosely bound copies will not be accepted. The student is also required to submit two electronic copies of the thesis in prescribed format (e.g. PDF). The paper and electronic copies will be achieved in Institute and Departmental libraries and will be distributed by the Institute through Internet and other means. The Departmental Academic Committee will constitute one or more evaluation boards, for continuous monitoring of the projects. The Boards will examine the day to day records and conduct viva-voce and/or oral presentations by the students at least twice in each semester.
- 10.9. The Institute encourages research projects in collaboration with industry, R&D organizations and other reputed educational institutions. Such projects must be proposed and actively pursued by the faculty supervisor, in stead of being a private arrangement between the student and the external Institution. The supervisor may propose to DAC a co-supervisor from the collaborating institution. The student may accept financial support from the external institution, to offset the additional cost of travel, and living expenses. But he can not accept a second unconditional fellowship/scholarship while enjoying a fellowship from the Institute.

10.10. The Head of the Department is the competent authority to approve travel of students for all academic purpose including for working on research projects irrespective of the duration. Travel support , however, needs to be approved by Dean (AA).

10.11. For the purpose of assignment of a grade the following will be weightage of the different components.

Supervisor's assessment (twice in a semester 20% + 20%)	=	40%
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Assessment by Evaluation Boards through oral presentation and viva-voce (20% + 20%)	=	40%
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Project Report (external evaluation)	=	20%
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10.12. On completion of evaluation, the Departmental Academic Committee or its subcommittee constituted for the purpose shall decide the grade awarded. If the performance of a student is unsatisfactory, the Committee may recommend one of the following:

- (i) rewriting of report and submission for evaluation,
- (ii) extension of time for completion of the work (the time duration is to be specified),
- (iii) complete repetition of the project in the following year.

The resubmitted thesis will be evaluated by the Committee and the grade will be sent to the examination office.

10.13 Students who have been absent for a substantial period during the project period, or have otherwise invested less than required time may be granted extension of time on recommendations of the supervisor or of the Evaluation Boards.

10.14 Rights to all intellectual property generated in project shall be distributed equally among the students, technicians and the supervisors, except where the concerned workers mutually settle on a distribution. If a project is supported by a sponsor, the sponsoring organization will be given IPR as per the contract, and the balance divided among the faculty, students and technicians.

11. Graduation Requirement

11.1 In order to qualify for the M. Tech. degree of the Institute, a student must:

- (a) complete all credit requirements for the degree as laid down in the prescribed curriculum of the discipline, with a minimum grade ' P ' in each subject.
- (b) Obtain a CGPA of 6.00 or higher at the end of the semester in which he/she completes all the requirements of the degree,

(c) Have cleared all dues of the Institute, Halls of residence, Library, Department and Student Activity Centre.

- 11.2 Normally a student should complete all the requirements consecutively in four semesters for the M. Tech. degree, and six semesters in the Slow Pace programme. Students taking withdrawal in the middle of a programme (see Sections 4.7 – 4.9) may complete the programme in 4 years [5 years in case of Slow Pace programme].

12. Conduct & Discipline

- 12.1 Students shall conduct themselves within and outside the campus of the Institute in a manner befitting the students of an Institution of National standing.
- 12.2 Detailed rules regarding conduct and discipline are given in Appendix–VIII. And those regarding conduct in the Halls of Residence in Appendix- VIII.

APPENDIX - I

Departments offering M.Tech.Degree **Programme with various Specialisation**

<u>Sl.No.</u>	<u>Name of the Department</u>	<u>Degrees</u>	<u>Specialisation</u>
1.	Ceramic Engineering	M.Tech.	Ceramic Engineering
2.	Chemical Engineering	M.Tech.	Biochemical Engineering & Biotechnology
3.	Civil Engineering	M.Tech.	(i) Geo-technical Engineering (ii)Structural Engineering
4.	Computer Science & Engg.	M.Tech.	Computer Science
5.	Electrical Engineering	M.Tech.	(i) Electronic System & Communication (ii)Power Control and Drives
6.	Electronics & Communication Engg.	M.Tech.	(i) Telematics & Signal Processing (ii)VLSI design and embedded systems
7.	Mechanical Engineering	M.Tech.	(i) Machine Design & Analysis (ii)Production Engineering (iii)Thermal Engineering
8.	Metallurgical & Materials Engineering	M.Tech.	Metallurgical & Materials Engineering
9.	Mining Engineering	M.Tech.	Mining Engineering

APPENDIX-II
NORMS FOR ADMISSION OF SPONSORED CANDIDATES

1. The Institute may admit persons who are employed in other organisations (Institutes/ research organisations/industries) to M.Tech.programme of any discipline.
2. Such candidate should have eligibility requirement as specified in clauses 2.1 to 2.3.
3. These candidates must have a total of minimum 2 years full time experience in the sponsoring organisation. The candidates must produce evidence of their work experience in the form of appointment letter, salary slips, identity cards etc. for the satisfaction of DAC(PG&R). A simple letter from the employer will not suffice. It is the responsibility of the candidate to convince the DAC(PG & R) that he has served continuously for two years in the sponsoring organization and that it is a reputed institution or industry.
4. The requirements of 2 years experience may be relaxed on request of the concerned organisation for personnel with permanent job (including probation) in the Central or State Govt. or an organization fully owned by the Government.
5. Intending sponsored candidates must submit their applications in prescribed form for admission through their employers with suitable endorsement.
6. The sponsored students normally are required to stay in the institute till completion of assigned work and submission of the thesis. A student may take withdrawal after completion of the coursework, in accordance with provisions of clause 4.7 to complete the thesis in his parent organization.
7. Such sponsored candidates will be assigned a joint supervisor from their place of work, the details of which are given in Clause 4.3.
8. It is the responsibility of the candidates to furnish all necessary documents to convince the DAC(PG&R) on the credentials of their employer-organisation that the work (or a major part of the work) can be successfully carried out in their organisation. Annual reports of the institutes, faculty list and qualifications, publication lists and any other material that the candidate considers to be relevant may be presented.
9. A sponsored student on completion of the programme is required to serve the sponsoring organization for at least three years. A certified copy of the contract between the candidate and his employer or that of the office order must be produced before the Institute before admission.
10. Detection of any breach of trust, submission of misleading document or concealment of information shall lead to termination of studentship at any stage of a student's tenure. In such a case fees already paid shall not be refunded.

APPENDIX – III (Page 1)

Postgraduate Programme & Evaluation Committee

Composition

1. Dean (Academic Affairs)	Chairman
2. Dean (Students' Affairs)	Member
3. The Chairmen of All DAC (PG&R)	Members
4. Deputy Registrar (Academic)	Secretary

Functions:

- (i) To consider the recommendations of DAC (PG&R) on matters relating to M. Tech. programme and to make suitable recommendations to Senate
- (ii) To frame and revise curricula for the M. Tech. courses of study for all Departments
- (iii) To ensure that all norms and regulations pertaining to postgraduate programme are strictly followed.
- (iv) To make periodic review of ordinances, regulations and instructions pertaining to M. Tech. programmes and recommended to the Senate any modification thereof.
- (v) To co-ordinate postgraduate admissions and examination of Departments.
- (vi) To review the academic performances in the postgraduates studies and to make suitable recommendations to the Senate regarding declaration of results and award of degrees and diplomas.
- (vii) To recommend to the Senate the award of stipends, scholarships, prizes & medals as per rule and such other conditions and norms as may be stipulated for the awards.

APPENDIX – III (Page 2)

Departmental Academic Committee (PG&R)

The following are the members of the Committee:

- | | | | |
|-----|--|---|----------|
| i) | A senior member of the faculty nominated by the Head of the Department | - | Chairman |
| ii) | Six faculty members selected by the HOD on rotation basis. | - | Members |

Membership will be limited to regular faculty members in the rank of Assistant Professor or Professor with or without a Ph.D. degree and two Lecturers with a Ph.D. degree.

A teacher who is enrolled for a degree at the Institute or outside cannot be a member of the DAC.

The Committee shall be reconstituted at the beginning of every academic session.

The functions of the Committee are as follows:

This Committee will have two different functions: one related to Postgraduate studies and the other related to Research Activities leading to Ph.D. degrees and M. Tech. (Res). The functions related to the M.Tech. and M. Sc. programmes are given below.

1. To recommend curricula and syllabi of subjects offered for the M. Tech. & M. Sc. degrees.
2. To review grades awarded by teachers including changes of grade and communicate to the Examination Section.
3. To assign M. Tech. & M. Sc. project topics and supervisors, and to monitor them from time to time.
4. Any other academic duties assigned by the HOD

APPENDIX – IV

GRADING SYSTEM

1. As a measure of students' performance a 7-scale grading system using the following letter grades and corresponding grade points per credit, shall be followed:

Performance	Letter grade	Grade point per credit
Excellent	Ex	10
Very Good	A	9
Good	B	8
Fair	C	7
Average	D	6
Pass	P	5
Fail	F	2

(if appeared in the
End Semester Exam)

In addition, there shall be two transitional grading symbols which can be used by the examiners to indicate the special position of a student in a subject.

I	-	for "Incomplete Assessment"
X	-	for "Debarred"

2. Semester Grade Point Average (SGPA) will be computed for each semester. The SGPA will be calculated as follows:

$$SGPA = \frac{\sum_{i=1}^n c_i g_i}{\sum_{i=1}^n c_i}$$

Where 'n' is the number of subjects registered for the semester, 'c_i' is the number of Credits allotted to a particular subject, and 'g_i' is the grade points carried by the letter corresponding to the grade awarded to the student on the subject. SPGA will be rounded off to the second place of decimal and recorded as such. The SPGA would indicate the performance of the student in the semester to which it refers.

3. Starting from the second semester at the end of each semester S, a Cumulative Grade Point Average (CGPA) will be computed for every student as follows:

$$CGPA = \frac{\sum_{i=1}^m c_i g_i}{\sum_{i=1}^m c_i}$$

Where 'm' is the total number of subjects the student has registered from the first semester onwards up to and including the semester S, 'c_i' is the number of Credits allotted to a particular subject s_i and 'g_i' is the grade point carried by the letter corresponding to the grade awarded to the student for the subject s_i. CGPA will be rounded off to the second place of decimal and recorded as such. All courses registered will count towards calculation of SGPA and CGPA. In addition to registered courses, a student may 'audit' additional courses with the consent of the teacher. Those courses will not appear in official records and will not count towards calculation of SGPA and CGPA.

The CGPA would indicate the cumulative performance of the student from the first semester up to the end of the semester to which it refers.

The SGPA, CGPA and the grades obtained in all the subjects in a semester will be communicated to each student at the end of every semester.

For determining the *inter se* merit ranking of a group of students, only the rounded off values of the CGPAs will be used.

4. When a student gets the grade 'I' for any subject(s) during a semester the SGPA of that semester and the CGPA at the end of that semester will be tentatively calculated ignoring this (these) subjects. After the 'I' grade(s) has (have) been converted to appropriate grades, the SGPA and CGPA for that semester will finally be recalculated after taking into account this (these) grade(s).
5. When a student gets the grade 'F' in any subject during a semester, the SGPA and the CGPA from that semester onwards will be tentatively calculated, taking only '2' points for each such 'F' grade. After the 'F' grade(s) has/have been substituted by better grades during a subsequent semester, the SGPA and the CGPA of all the semesters, starting from the earliest semester in which the 'F' grade has been updated, will be recomputed and recorded to take this change of grade into account.

APPENDIX – V

GUIDELINES FOR AWARD OF LETTER GRADES

1. In general there shall be no rigid marks-to-grade linkage. Difficulty levels of the examinations, tests, assignments, viva-voce and other factors that contributed to the final marks are to be considered by the teacher / coordination committee of a subject while converting marks into letter grades.
2.
 - (a) The grades 'F' and 'Ex' are to be considered as bench mark grades.
 - (b) The cut-off marks below which a student would be assigned and 'F' grade is 35 for the theory component and 40 for the laboratory component.
 - (c) The exceptionally brilliant performance is to be assigned and Ex' grade. Even the best student of any class needs to be good enough to be awarded the 'Ex' grade.
3. In case of a relatively large class and/or classes where the performance level depicts more or less a normal distribution:
 - (a) The average performance (around mean value of marks) is to be assigned 'C' grade. However, if by teacher's perception the general level of the class is considered to be appreciably high, the average performance may be assigned 'B' grade.
 - (b) All other marks for grade conversion are to be done relatively with respect to the average performance in between (but excluding) the 'F' and 'Ex' grades, which have already been assigned, by choosing appropriate boundary marks between grades.
 - (c) Normally, in a reasonably large class of students distribution of grades is expected to be as follows:

Ex	:	< = 10%
A	:	10 – 20 %
B,C,D	:	20 – 35%
P	:	10 – 25%
F	:	0 - 5 %
4. In the case where a student appears in the supplementary examination, the conversion from marks to grade would be done applying the same norm as was framed for the original class.

Ordinarily a student appearing in a supplementary examination in a theory course or repeating experiments in a laboratory / design course will get one grade less than what he/she deserves otherwise, but not less than P grade. In special circumstances, such as participation in a national/ international event, illness of self or a family calamity, the Senate may permit supplementary examination or repetition of laboratory/ design classes with full credit.

5. For classes where excessive bunching occurs resulting in almost all the marks tending to cluster into same category, conversion from marks to grade may be done using the table given below. However, the teacher may, on his/her perception of the difficulty level of assessment process undertaken, alter the boundary (cut-off) marks by +/- 5 marks.

<u>Range of Marks</u>	<u>Grade</u>
(90 – 100)	Ex
(80 – 90)	A
(70 – 79)	B
(60 – 69)	C
(50 – 59)	D
(35 – 49)	P for Theory Component
(40 – 49)	P for Laboratory Component
< 35	F for Theory Component
< 40	F for Laboratory Component

6. All the requirements for the laboratory component are to be satisfied by a student within deadline set-up by the teacher before the start of the end-semester examination. If a student due to a genuine reason like participation in national / international event or illness of himself/herself or calamity in the family, cannot complete a particular course, the teacher/coordination committee may allocate him/her additional time. In this case an I-grade if needed may temporarily be allocated to the student in the subject. However, the requirement in any case has to be fulfilled and grade assigned before the registration for the third semester.
7. There is no provision for supplementary examination in the laboratory component. If a student cannot clear the laboratory component of a particular subject, he/she will be assigned the grade 'F' in that subject. In deserving cases, a teacher may assign an I grade, which will be converted to proper grade after the student completes all requirements, but not later than the beginning of the third semester.

APPENDIX – VI

PERCENTAGE CONTRIBUTION in courses with both theory and laboratory components

L	T	P	Credit	Theory L – T	Laboratory P
4	0	0	4	100	0
3	0	0	3	100	0
3	0	3	5	60	40
3	1	0	4	100	0
3	1	3	6	66.67	33.33
3	1	6	8	50	50
2	0	0	2	100	0
2	1	0	3	100	0
2	1	3	5	60	40
0	0	6	4	0	100
0	0	3	2	0	100
0	0	2	1	0	100

Mixed [Theory and Laboratory] courses are discouraged by the Institute as a matter of policy. Preferred distributions are : 3-0-0 [3 credits], 3-1-0 [4 credits], 0-0-3 [2 credits], 0-0-6 [4 credits] and 4-0-0 [4 credits].

APPENDIX – VII

RULES REGARDING CONDUCT AND DISCIPLINE

Following rules shall be in force to govern the conduct and discipline of all students:

1. Students shall show due respect to the teachers of the Institute, the Wardens of the Halls of Residence, the Sports Officers of the Athletics and the Officers of the National Cadet Corps; proper courtesy and consideration should be extended to the employees of the Institute and of the Halls of Residence. They shall also pay due attention and courtesy to visitors.
2. Students are required to develop a friendly relationship with fellow students. In particular, they are expected to show kindness and consideration to the new students admitted to the Institute every year. Law bans ragging in any form to any body. Any act of physical or mental pressurization of junior students, individually or in group, will be considered as an act of ragging. Ragging will be considered as gross indiscipline and will be severely dealt with, which may include expulsion from the institute.

If a junior student yields to any form of ragging by senior students and does not inform the Institute or hall authorities, and willfully withholds the information in an enquiry of ragging incident, the matter will be treated as indiscipline on the part of the junior student.

3. The following acts of omission and/or commission shall constitute gross violation of the code of conduct and are liable to invoke disciplinary measures:
 - ❖ Furnishing false statement of any kind in the form of application for admission or for award of scholarship or prizes etc.
 - ❖ Furnishing false statement to the Disciplinary Committee. Or willfully withholding informations relevant to an enquiry.
 - ❖ Displaying lack of courtesy and decorum; resorting to indecent behaviour any where within or outside the campus.
 - ❖ Willfully damaging or stealthily removing any property / belongings of the Institute, Hall or fellow students.
 - ❖ Possession, consumption or distribution of alcoholic drinks or any kind of hallucinogenic drugs.
 - ❖ Adoption of unfair means in the examinations.
 - ❖ Organizing or participating in any group activity except purely academic and scientific programmes in company with others in or outside the campus without prior permission of the Dean of Students' Affairs.
 - ❖ Mutilation or unauthorized possession of library books.
 - ❖ Resorting to noisy and unseemly behaviour, disturbing studies of fellow students.

- ❖ Not intimating his/her absence to the Warden of the hall before availing any leave.

Commensurate with the gravity of the offence, the punishment may be reprimand, additional work in the institute, debarment from student activities and elections, debarment from medals and prizes, debarment from campus placement, fine, expulsion from the Hall, rustication for a specified period or even outright expulsion from the Institute.

4. For an offence committed (a) in a Hall of Residence, (b) in the Department or a class room and (c) elsewhere, the Warden, the Head of the Department and the Dean of Students' Affairs, respectively, shall have the authority to reprimand or impose fine or take any other suitable measure. All cases involving punishment other than reprimand shall be reported to the Chairman of the Standing Disciplinary Committee.
5. (a) All major acts of indiscipline, which may have serious repercussion on the students in general and/or which may warrant a uniform and more formalized nature of investigation, shall be handled by the Standing Institute Disciplinary Committee appointed by Senate. The standing Disciplinary Committee consists of the following ex-officio and other members:

(1) Dean of Students' Affairs	-	Chairman
(2) Chief Warden of Halls		-Member
(3) Wardens, Halls of Residence of the concerned students	-	Member
(4) Two members of faculty nominated by the Senate, for a period of two years	-	Member
(5) Two senior students nominated by the Director	-	Member
(6) Deputy / Assistant Registrar (Academic)	-	Member Secretary
- (b) Recommendation of the committee, which will include the suggested punishment in cases of guilt proven, will be forwarded to the Chairman, Senate for necessary action.
- (c) The Director, at his discretion may take additional measures keeping in mind long term issues and impact on other aspects of Institute management. The Director in capacity of Chairman, Senate may make minor changes in the nature of punishment awarded or reduce the quantum of punishment if he feels appropriate. But he shall not increase the quantum of punishment awarded.
On approval of Director, the Deputy / Assignment Registrar (Academic) will bring out appropriate orders with copies to the parents / guardians of the student.
- (d) If the Director feels that the nature and/or quantum of punishment is not commensurate with the offence and may create long term problems, he may refer the matter to the full Senate. The Senate's decision in the matter will be final.

6. Acts which may be classed as 'crimes' rather than acts of indiscipline will be reported to the state authorities; they include such acts as causing serious injury to fellow students or others, causing major damage to Institute property, being involved in activities prejudicial to national security or to that maintaining communal harmony etc.

7. Cases of adoption of unfair means in an examination shall be dealt with by the Examination Disciplinary Committee consisting of the following members:

- | | | | |
|---------|--|---|-----------|
| (1) | A Senior Professor, nominated by the Senate | - | Chairman |
| (2) | The concerned examiner(s) & the faculty reporting the incident | - | Members |
| (3 & 4) | Two members of faculty nominated by the Senate for a term of two years | - | Members |
| (5) | Professor in charge Examinations | - | Secretary |

If adoption of unfair means is proved, the punishment may be, depending on the quantum of the offence and prior record, reduction of grade, de-registration of a course, expulsion for one or more semesters or outright expulsion from the Institute.

The Committee shall recommend appropriate measures in each case to the Chairman of the Senate for awarding the punishment.

8. Any act of indiscipline in a hall will be investigated by a Hall Disciplinary Committee which will recommend the action to the Superintendent, Halls of Residence, who will decide the course of action to be taken and implement it. However, in case the matter is in serious nature, the Superintendent will forward it to the Dean (SA) through Warden, Hall. The Dean (SA) who is the Chairman of the standing Institute Disciplinary Committee may take necessary action. The Hall Disciplinary Committee consists of the following members:

- | | | | |
|-------|---|---|----------|
| (i) | Assistant Warden | - | Chairman |
| (ii) | General Secretary | - | Member |
| (iii) | One boarder of the hall to be nominated by the Warden in consultation with the Superintendent | - | Member |

9. Any act of the indiscipline and steps taken by the Director will be reported to the Senate in its next meeting. If opportunity still exists, the Senate may deliberate and alter the nature and/or quantum of punishment awarded.

10. A punishment, once awarded and notified cannot be changed by the Director, the Standing Disciplinary Committee, or any administrative authority. However, when new facts come to light, the Senate can amend the punishment and take any other corrective measures that it feels appropriate.

11. Ordinarily minor disciplinary offences and punishments will not be reflected in a students' Conduct Certificate. But in serious cases, Disciplinary Committee the Director or the Senate may decide to enter an appropriate entry in the students' Conduct Certificate.

APPENDIX – VIII

RULES RELATING TO RESIDENCE REQUIREMENTS

Following are the detailed rules governing residence requirements of students:

1. The NIT, Rourkela is a totally residential institution and all students are required to stay in one of the Halls of Residence.
2. Under special circumstances, the Director may permit a student to reside with his/her Parent/Guardian in the Institute Campus or within a reasonable distance from the Institute. Such a student shall, however, be attached to a Hall of Residence and will be required to pay certain dues as decided by the Chief Warden of the Halls. However, this permission may be withdrawn at the discretion of the Institute, at any time considered appropriate without assigning any reason.
3. The mess of each Hall of Residence shall function as a single integrated unit and shall not, under any circumstances be sub-divided into any kind of groups or sub-groups.
4. The allotment of rooms in a Hall should be directed towards integration of students of different courses, batches, residential districts and communities. Superintendents may reshuffle allotment in the middle of a year if this objective is not met adequately.
5. Married student accommodation may be if available.
6. No student shall come into or give up the assigned accommodation in any Hall of Residence without prior permission of the Chief Warden, Halls.
7. A student shall reside in a room allotted to him/her and may shift to any other room only under the direction/permission of the respective Warden of the Hall..
8. Students shall be required to make their rooms available whenever required for inspection, repairs, maintenance or disinfecting and shall vacate the rooms when leaving for the vacations/holidays.
9. Students shall be responsible for the proper care of the doors, windows, furniture, fan, and other fittings in the rooms allotted to them and shall generally assist the Superintendent in ensuring proper use, care and security of those provided in the Halls of common use of all students.
10. Students will be responsible for the safe keeping of their own property. In the event of loss of any personal property of a student due to theft, fire or any other cause the Institute shall accept no responsibility and shall not be liable for payment of any compensation.
11. Engaging personal attendants, keeping pets and use of appliances like electric heater, refrigerator etc. by a student in the Hall of Residence are prohibited.

ANNEXURE-13

REGULATIONS
FOR
M.Tech. DEGREE by RESEARCH IN ENGINEERING & SCIENCE
(EFFECTIVE FROM JANUARY 2006)



NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA

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1. Introduction

- 1.1. The Institute provides facilities for research leading to the Degree of Master of Technology in Engineering or Science in various disciplines as mentioned in Appendix—I.
- 1.2. The M.Tech. thesis shall be the report of the research work characterised by either discovery of new facts or new interpretation of known facts and theory or an independent design and development or development of new instrument and technology or exhaustive study and criticism of published work or any applied research work that can be exploited by industries.

2. Eligibility

- 2.1. The minimum qualification required for admission to Masters programme in Science or Engineering is one of the following:
 - 2.1.1. B.E./B.Tech. or equivalent in relevant disciplines with 60 percent marks in aggregate (or 6.5 CGPA).
 - 2.1.2. M.Sc. in Basic Sciences or Agriculture with 60 percent marks in aggregate (or 6.5 CGPA) in relevant disciplines.
 - 2.1.3. M.B.B.S. with 60 percent marks in aggregate (or 6.5 CGPA).
- 2.2. In exceptional cases, where the candidate has proven research experience, evidenced by published papers and/or unpublished documents, the Senate, can relax the mark requirement by 5 percent (or 0.5 in CGPA).
- 2.3. Qualification in GATE is not essential for admission to M.Tech. programme by research. Students applying for Government scholarships / fellowships, however, shall need a valid GATE score, if required by the Government regulations.
- 2.4. The various categories of students (with/without financial support) mentioned below are eligible for admission to M.Tech.(Res) programmes provided they satisfy the qualification requirements as given in 2.1.
 - ♦ Full time student with Institute fellowship (Institute Scholar)
 - ♦ Full time student with external scholarship (UGC/CSIR etc.)
 - ♦ Full time student without fellowship (self financed/self supported)
 - ♦ NIT regular employees
 - ♦ Project Scholars (JRF/SRF/RA etc.) or project staff members
 - ♦ Sponsored student (Institute/Research Organisation/Industry)
 - ♦ QIP Scholars

3. Admission

- 3.1 All categories of candidates except students nominated by the Central Government have to be selected by Departmental Academic Committee (PG&R) on the basis of overall academic performance, written test/and or interview.

- 3.2 Candidates employed as SRFs/JRFs/Research staff in sponsored projects may be admitted to the M.Tech.(Res) Programme. They need to obtain permission of the Principal Investigator and Dean (SRICCE) for admission. They also have to satisfy the qualifying marks requirement and will undergo selection procedure like other students. On termination of the project, their status will be full time student without scholarship, unless offered another type of scholarship.
- 3.3 Non-teaching staff of the Institute may be permitted to join the M.Tech.(Res) programme with following terms and conditions:
- (i) A member of non-teaching staff seeking permission to join the research programme must hold a permanent post in the Institute and must have a standing of at least 3 years service in the Institute in the same cadre.
 - (ii) The members of the non-teaching staff applying for M.Tech. (Res) programme must satisfy the minimum qualification requirement as mentioned in para 2.1.
 - (iii) The application for administrative permission to join a research programme by a member of non-teaching staff must be submitted to the Director through the Head of the Department/Centre or the section in-charge, as the case may be where the candidate is employed. While submitting the application he/she must give an undertaking to the effect that he/she will abide by all rules and regulations.
 - (iv) The employee must be engaged in research or technical service as a part of his normal duty, so that his work output can qualify for the degree of M.Tech.(Res). Study towards M.Tech.(Res) cannot be done on a part time basis outside the working hours of the Institute. The candidate, however, may be required by his HOD to put in extra time on his job without additional remuneration to maintain high productivity in both fronts.
 - (v) Administrative permission by the Director does not constitute academic approval of the Senate for admission.
 - (vi) The application will be examined by the Departmental Academic Committee (PG & R) of the department where the candidate wants to be enrolled. The committee will interview the candidate to ascertain his suitability in the programme.
 - (vii) Every application for admission under this category shall be examined by the Research Programme and Evaluation Committee(RPEC) taking into account whether the proposal for joining the programme for which permission is sought for arises out of genuine interest and ability, and whether the normal job assignment of the applicant sufficiently overlaps with the proposed research programme. Final permission will be accorded by the Senate.

3.4 The norms for admission of sponsored candidate are given in Appendix - III.

3.5 Students enrolled in the Ph.D. programme may shift to the M.Tech.(Res) on recommendation of the Doctoral Scrutiny Committee and approval of the Senate. All such proposals will be examined by the RPEC before presentation to the Senate.

Similarly, in case of M. Tech. (Res.) students with superior performance in courses as well as research, the M. S. C. may recommend conversion of the programme to Ph.D. The proposal will be examined by RPEC before being presented to the Senate. The student will be required to satisfy all requirements of Ph.D. degree before submitting the thesis for Ph.D.

3.6 Candidates desirous of pursuing M.Tech.(Res) programme must apply in prescribed form to the Deputy/Assistant Registrar (Academic) either on their own or against an official advertisement. These applications will be scrutinized by the Departmental Academic Committee of the concerned department. The recommended candidates, on approval of Dean(AA), will be called for personal interview with the Departmental Academic Committee.

The Committee, through written, oral or a combination of both components, shall ascertain suitability of the candidates to the M.Tech. (Res.) programme and give its recommendation to the Dean (AA) for approval.

While selecting a candidate for studentship with or without scholarship, Departmental Academic Committee will consider not only the merit (career, depth and breadth of knowledge in chosen and allied fields) of the candidate, but also the research aptitude and ability to complete the programme. The Committee shall also ascertain that at least one faculty member of the Department is available and willing to supervise the candidate if selected in his/her chosen field. A candidate should not be selected if the Department does not have physical resources and supervising faculty to do justice to the candidate's academic interest.

The admission letter will be issued by the Deputy/Assistant Registrar (Academic) to a successful candidate on the basis of recommendation of the Department and approval of Dean (AA)/Director.

3.7 On joining the Institute and after paying the prescribed fees, the academic section will assign a Roll number to the student.

3.8 Admission to the programme may be given at any time of the year. The fees, however will be for a full semester. Summer is included in the Spring semester.

4. Supervisors

4.1 All candidates for M.Tech.(Res) degree are required to carry out their research work under the guidance of ONE/TWO supervisors, to be appointed by the Head of the department on recommendation of the Departmental Academic Committee (PG & R). Ordinarily the DAC will recommend one Supervisor. However in case of inter-disciplinary research (within the same department or across two departments or two Institutes) a second supervisor may be appointed.

- 4.2 When there are two supervisors, one of them will be called the Principal Supervisor. Ordinarily the Principal Supervisor will be a faculty member of the registering department. However in deserving cases the DAC (PG & R) may recommend a faculty member of another department of the Institute as Principal Supervisor.
- 4.3 (a) The supervisor may be in the rank of Professor/Asst. Professor or Lecturer.
- (b) A sponsored student desiring to work in his/her place of employment should have a supervisor from his/her organisation.
- (c) In special cases, where persons of adequate academic standing are not available in the sponsoring organization, and adequate physical facilities are available to ensure frequent contact between the student and his/her supervisor at NIT, Rourkela, the Senate may accept only one supervisor, who is a faculty member of NIT.
- (d) In special cases, if it is felt to be beneficial to the project because of special expertise, the second supervisor may be from another Institute, Industry or other organization. Such cases shall be approved by the Senate on the recommendation of the DAC & RPEC.
- 4.4 A teacher with less than 1 year service left before superannuation may not be recommended as sole supervisor or principal supervisor. After superannuation a teacher will continue to be the sole supervisor if the thesis is submitted within 6 months; if it takes more than 6 months a substitute supervisor has to be appointed by DAC(PG&R). If no faculty member is willing to take up the assignment, the Director, as Chairman, Senate, will appoint the supervisor in consultation with the HOD. This selection will be binding on the student and the supervisor.
- 4.5 After superannuation from service if a person joins the Institute on re-employment or as Emeritus Scientist or on some scheme of UGC/AICTE, he will continue to be the sole supervisor or as Joint supervisor as he was before superannuation.
- 4.6 Persons from outside the Institute joining as Chair Professors/Emeritus Scientists can be appointed as supervisors for new scholars only jointly with a regular teacher, but not as sole supervisors.
- 4.7 A substitute supervisor can be appointed by DAC(PG & R) if a sole supervisor leaves the Institute. If the sole supervisor proceeds on long leave for a period exceeding one year, the DAC (PG & R) shall appoint a second supervisor.
- 4.8 During the course of a M.Tech.(Res) programme, if the supervisor, the MSC, the HOD or the Departmental Academic Committee feels the necessity of a second supervisor, an appropriate proposal must be prepared and placed with full justification before the MSC. The recommendation of MSC will be further considered by the Departmental Academic Committee. If agreed by the DAC, the proposal may be placed to the Senate through the RPEC.
- 4.9 A student's preference of subject and supervisor must be taken into consideration by the HOD and DAC while assigning a supervisor to him. But at no stage, a student has the responsibility of choosing his supervisor or members of the MSC.

5. Administration Of The Programme

5.1 Enrolment

- 5.1.1 Every student joining the M.Tech.(Res) programme shall be assigned a Roll number by the Academic Section at the time of joining.
- 5.1.2 All the candidates admitted to the M.Tech.(Res) programme are required to enroll for the programme on payment of the prescribed fees as given in Appendix - IV and to carry out research work under a supervisor (or two supervisors) as mentioned in Clause 4. The enrolment will be with effect from the date of joining the research programme.
- 5.1.3 A student shall be assigned supervisor(s) within a week of joining by the Departmental Academic Committee. In consultation with the supervisor, the student shall submit an application for provisional registration.
- 5.1.4 When the doctoral scrutiny is formed (see section 6), the Committee will examine the application and recommend "Provisional Registration".

5.2 Residential requirement

Normally all candidates admitted to M.Tech.(Res) programme will be required to stay in the Institute till they complete all assigned work and submit thesis. However, for sponsored candidates who do not have to complete any course work, the DAC(PG & R) can reduce the minimum residential requirement to either four months at a stretch in the beginning or to at least four months in combination, with each segment not less than two months, spread over a period of two years. Candidates who need to attend courses must spend at least one semester on campus.

If the candidate intends to, carry out a major part of his research work in his place of employment, he must convince the Departmental Academic Committee (PG&R) at the time of selection that adequate research facilities and research tradition exist in his institution. While taking the decision DAC (PG&R) will examine all the documents presented to it regarding adequacy of the R & D facilities available in the sponsoring organisation. These documents have to be furnished by the candidate during the time of interview. In general major Central Govt. (CSIR, DRDO, DAE, ISRO, CDAC etc.) labs, research organisations, industries (public or private) with established R&D facilities are taken as organisations with adequate facilities. Regarding recognition of other organisations the DAC (PG&R) has to make a recommendation on the basis of the material available to it, to the Director/Dean (AA) for approval. In every case, the Senate will decide the residential requirement and whether it can be split into segments.

Candidates employed in Institutions within the city of Rourkela and permitted by the employer to spend sufficient time on research at NIT may be exempted from the compulsory residential requirement.

5.3 Attendance

A research student, except when granted withdrawal by the Institute must attend to his work on a whole time basis. The department will maintain attendance record of the student, irrespective of whether the student is getting a scholarship or not. The MSC will examine the attendance record of students, and if it is found unsatisfactory, will recommend deregistration and termination of studentship.

A teacher of a course may debar a student from appearing in examination on ground of unsatisfactory attendance.

5.4 Semester Registration

A student so enrolled will be required to register every semester by paying Institute dues and other fees. [The semester registration is to be distinguished from Academic Registration, discussed in Section 8].

Students who have been sanctioned withdrawal also need to do semester registration in person. They may, however, be permitted to pay the dues in days other than that designated by the Institute for PG students.

Failure to do semester registration for two consecutive semesters will result in termination of studentship.

5.5 Leave

A student of M.Tech.(Res) other than Institute staff is eligible for the following leave per year to be permitted by the Head of the Dept. on recommendation of the supervisor (s).

- i) For incidental purposes, CASUAL LEAVE – 10 working days.
- ii) For treatment on illness, MEDICAL LEAVE – 15 days including intervening holidays.

If a student falls ill outside the Institute (only if he is out on approved leave or deputation), the Medical Certificates must be seconded by an Institute Doctor.

6. Masters Scrutiny Committee (MSC):

- 6.1. A Masters Scrutiny Committee shall be constituted by the Head of the Department for each candidate admitted to the Research Programme leading to M.Tech.(Res) degree on recommendation of the DAC(PG&R).

It shall consist of the following members:

- | | |
|--|------------|
| 1. Head of the Department (ex officio)*/
or a senior Professor nominated by
Dean (AA) | - Chairman |
| 2. Principal Supervisor | - Convenor |
| 3. Second Supervisor (if applicable) | - Member |
| 4. One faculty member from the department where
the candidate is enrolled to be nominated by DAC (PG&R) | - Member |
| 5. One faculty member from other department
in the relevant area to be nominated by Dean(AA). | - Member |

*If the Head of the Department is a supervisor, the Chairman of the MSC will be nominated by Dean(AA) as long as the supervisor serves as the HOD. Similarly, when a supervisor assumes charge of HOD, the Dean (AA) will nominate a senior Professor to serve as Chairman of MSC.

- 6.2. No teacher who is enrolled for any M. Tech. degree in the Institute or outside shall be a member of MSC till completion of his/her degree.
- 6.3. The MSC shall be constituted by the HOD (except for the member from outside the department) within a week of a student joining and the recommendation shall be sent to the academic section. The academic section shall obtain approval of Dean (AA) and bring out an office order stating the constitution of the MSC. The Committee will hold its first meeting immediately on formation to process the formalities of "Provisional Registration". This process will be completed within a month of a student joining.

7. Course Work and Seminars

- 7.1 Course work is compulsory for all students enrolled for M.Tech. (Res) degree.

In order to qualify for the degree a student is required to complete the following curricular requirements:

Part – A	
(a) Course work	12 credits
(b) Two seminars	4 credits
(c) Comprehensive Viva-voce	4 credits
Sub total:	20 credits
Part – B	
(a) Internal assessment of the day to day work (by Supervisors)	20 credits in 2 years
(b) Internal Evaluation of dissertation (by Supervisors)	10 credits
(c) Evaluation of dissertation by external expert	15 credits
(d) Evaluation of dissertation by internal experts from institute	15 credits
(e) Final Viva-voce by MSC, internal experts and supervisors (In special cases, at the discretion of the Chairman of the Senate, an external expert may be co-opted)	10 credits
Sub total	70 credits
Part – A & Part – B	Total 90 credits

- 7.2 A student with B.Tech. degree registering in another discipline of engineering or a student with M.Sc./MBBS degree registering any discipline of engineering has to successfully complete at least 06 additional B.Tech. course credits.

- 7.3 The coursework may be chosen from the existing PG (M.Tech.) programmes of the registering Dept. or from those of other departments, if available.
- 7.4 The specific subjects of study will be decided by the MSC on recommendation of the supervisor(s).
- 7.5 If recommended courses are not offered by the departments, the MSC can amend the list of courses at the request of the supervisor(s).
- 7.6 The candidate has to obtain individual grade not less than C in each subject and in each item of Section (7.1) in the seven scale grading system. A course can be repeated to improve the grade if necessary. The average CGP should be at least 7.5 in past (A) and (B) separately. If the grade point average exceeds 8.0, grades lower than C may be accepted in two courses.
- 7.7 A Department may offer special courses during the semesters or during summer vacation. If a course is offered in summer vacation, the total number of contact hours shall be the same as other courses taught during the normal semesters.
- 7.8 In special circumstances if no such course is available, the concerned Department (or another Department) can frame the course with detailed syllabus and obtain due approval of the Senate before offering the course for the M.Tech.(Res) and Ph.D. students. Such courses may be taken in "guided self study" mode, where a student studies the course from approved text and reference books under the guidance of a faculty member, works on assignments and/or examinations. Formal classes will not be required in such courses. The system of evaluation and grade calculation will be same as that existing in M.Tech. programmes.
- 7.9 It will be possible for a student to enroll in a course in another Institute(NIT/IIT/IISc) or University of repute (not an affiliated college) for a course and transfer the credits to NIT Rourkela to satisfy the requirements of M.Tech.(Res) degree. A proposal for such transfer must be submitted by the supervisor to the MSC along with all details (syllabus, duration of instruction, name and details of instructor). The MSC's recommendation will be placed before the Senate through RPEC. In case of urgency, the Chairman, Senate may approve enrollment in the course in consultation with Dean (AA).
- 7.10 Normally, a student should satisfactorily complete the prescribed course work within one year (i.e. two consecutive semesters).
- 7.11 The Seminar: The two seminars, each of about 45 minutes duration and each carrying two credits, should be so programmed that one is delivered at the completion of the course work and the other at the time of submission of synopsis. The topic of the seminar shall be related to the area of his research work. Performance of students at the seminar will be assessed by the Master Scrutiny Committee.
- 7.12 The comprehensive Viva-voce : The oral examination carrying four credits which will be conducted by the Master Scrutiny Committee, will cover the course work completed by the student. This should be held preferably within one month of completion of course work.

On completion of the course, the student shall submit to the academic section the grade certificate from the instructor countersigned by the Director/Vice Chancellor Registrar/Deputy Registrar (Academic) of the Institute or University. A photocopy may be submitted to the HOD for departmental record.

8. Registration

- 8.1 Each candidate enrolled for the M.Tech.(Res) degree is given provisional registration on applying in prescribed form(See Section 5.1). This application shall be considered by the MSC in its first meeting, which will be held within one month of a student's date of admission. The MSC, on suggestions of the supervisor(s), shall recommend:

- a) the broad area of research,
- b) the course work to be carried out by the student.

The application for provisional registration will be sent by the HOD to the Dean(AA) placing before the Senate through RPEC.

- 8.2 A M.Tech.(Res) student, provisionally registered, will be formally registered for the degree on completion of certain steps. The registration can be done only after (a) the candidate has successfully completed all assigned course work (See Section 7), (b) worked out a road map of his programme (c) successfully cleared the comprehensive viva-voce and (d) delivered an open seminar.

After satisfactory clearance of course work, the student has to present his progress and plan of work to all members of the MSC in the form of a written document [Approximately 5 pages]. After a week of handing over the report, the Department shall arrange a seminar by the student in the presence of the MSC. It should be an open seminar in the department, with invitation extended to students and faculty of all departments. Normally this should be done after elapse of 6 months from date of admission, but not later than 12 months. When a student fails to clear the course work within 12 months, or his seminar performance is unsatisfactory, he may be re-evaluated after a lapse of 3 months or more. If he cannot clear the course work and seminar within 2 years from the date of admission, he will be required to leave the M.Tech.(Res) programme. In special cases with mitigating circumstances, the Senate can grant extra time with or without scholarship.

The MSC can recommend the effective date of registration depending on the progress of the student, but not prior to date of admission/enrolment. If found unsatisfactory, the presentation can be given after 3 months, in which case the effective date of registration also shifts. The effective date of registration cannot be earlier to the date of seminar by more than one year.

- 8.3 The Head of the Department will send the application for registration to Dean(AA) along with a copy of the student's written report and recommendation of the MSC. The matter will be placed before the Senate through RPEC for approval.
- 8.4. The Academic Section shall bring out an office order confirming the registration after it is passed by the Senate.
- 8.5. At this stage, the Academic section will issue a "grade card" listing all the courses and the grades obtained.

9. Scholarship

An M.Tech.(Res) student may be self-financed or can get a scholarship. In case of students awarded a scholarship by an external agency or from a research project operating in the Institute, the rules shall be governed by the provisions specified by the sponsor. Institute fellowships shall be governed by the rules of MHRD.

When the number of Institute fellowships is limited, they will be distributed among different departments by the Director on recommendation of Dean (AA). Generally, the number of fellowships will be proportional to the faculty strength, but changes can be made to ensure that the positions are filled to the extent possible.

Students who join with fellowships from sponsored projects or with external fellowships, and become self financed on termination of the project, will get preference in award of institute fellowship, if their academic performance is satisfactory. The total duration of scholarship, however, shall not exceed the limit set by MHRD.

10. Withdrawal

A student, pursuing M.Tech.(Res) by staying on campus, can become non-resident by taking withdrawal from the programme. Such programme can be granted on one of the following grounds.

- (a) When a sponsored student wishes to return to his place of work on completion of at least two months of residence requirement, provided that such a scenario was mentioned in his application for admission.
- (b) When, on the certification by the supervisors, the MSC is satisfied that most of the experimental/computational work has been completed, and that the student can finish the rest of the project from outside.
- (c) When the student returns to his original place of employment or secures new employment, and the MSC is satisfied that adequate facility exists in his place of work to carry out the project.
- (d) When a student, for personal or financial reasons, intends to take a temporary break and return to the Institute for completion of the work, or
- (e) Any other circumstances, which in the opinion of the Senate, justifies withdrawal.

The following rules shall govern the withdrawal process:

- (a) The student shall do semester registration in person, unless exempted by the Chairman, Senate.
- (b) He pays all applicable fees every semester.
- (c) He completes the program within the stipulated period (4 years) including the withdrawal period.

A student must apply to Dean (AA) through his supervisor(s) and HOD for withdrawal in prescribed form along with a report on the work done so far and plan of activities in future. The Supervisor will state the status of the project and the MSC will examine the proposal. Withdrawal can be granted provisionally by Dean(AA) if satisfied, and be presented to Senate for final approval.

11. Thesis Submission

- 11.1 A candidate can submit the thesis after elapse of at least 2 years from the effective date of registration. The maximum period for submission of thesis is 4 years from the effective date of registration for all candidates. In all cases, the Masters Scrutiny Committee must be satisfied that adequate work has been done by the candidate.

In exceptional cases, if a student completes his work in a period less than that suggested above, the date of thesis submission can be advanced if such a proposal originating from the supervisor of the student is forwarded by MSC and recommended by RPEC (Appendix V) and finally approved by the Senate. While recommending a student for early submission, the MSC must clearly state the circumstances leading to early completion of the work. The reasons for early completion may be work done by the candidate prior to registration which have not been submitted to any other Institute or University for award of another degree or diploma, an exceptionally brilliant idea or experimental success, or any other reason not ordinarily expected from a full time research student.

Prior to submission, the candidate will submit the synopsis of the thesis [typically 5 pages] and present a seminar to an open audience, which will include members of MSC. Copies of the synopsis should be handed over to the members of the MSC well before the date of the seminar. If the MSC is satisfied with the extent of work done, the candidate will be allowed to submit the thesis. If the MSC is not satisfied with the progress of work, the candidate has to appear again after a period of 3 months or more. The thesis must be submitted within 3 months after the MSC approves the synopsis. Extension of the period beyond 4 years from the date of registration is not permitted. A student will be required to apply for fresh registration.

- 11.2 A candidate shall submit four copies of the thesis in case of single supervisor and five copies in case of two supervisors, neatly typed or printed and bound in a manner notified separately. The thesis must contain, besides the text and common matters like bibliography/references and summary/conclusions:
- (a) A certificate from the supervisor(s) that (a) the work has been carried out under his/their supervision, (b) the candidate has fulfilled all prescribed requirements and (c) the thesis which is based on candidate's own work has not been submitted elsewhere for a degree or diploma.
 - (b) An abstract of the thesis (about 500 words) with key words (Maximum 20);
 - (c) A preface/introduction in which the candidates shall state whether the thesis is based on discovery of new facts or new interpretation of established facts by others, or based on exhaustive study and critical analysis of published work of others, or design, or development work undertaken or applied research work.
 - (d) Bio-data of the candidate within one page (i.e. name, date of birth, educational qualification, research experience, professional experience, if any, and permanent home address).

The candidate will also submit two copies of the thesis in electronic form and permit the Institute to use it in any manner that the Institute thinks fit. For the present, the

electronic text should be submitted as two folders: one containing MS-WORD files and another PDF files. On completion of oral examination, a fresh CD may be submitted if any changes are made. One printed copy and one electric copy shall be archived in Institute's Central Library, while another set shall be kept in the Department.

11.3 Format of submitting of thesis should be uniform across all departments.

12 Examination

- 12.1 The MSC will suggest a list of 5 examiners from outside the Institute and three from other departments of the Institute. After successful completion of the synopsis seminar by the candidate the examiners' list along with a copy of the synopsis will be placed to the Chairman, Senate to select the Examiners under both categories in order of preference. The Chairman, Senate may add any name to or delete any name from the list suggested by the MSC. The supervisor(s) will also serve as examiner(s) in addition to the two external examiners.
- 12.2 The Deputy/Asst. Registrar(Academic), on direction of Dean(AA), will send a formal letter to the examiners along with a copy of the synopsis requesting for acceptance of Examinership. After receiving the consent, the thesis will be mailed along with proforma of Examiner's report. In case of refusal, the second examiner in order as ticked by the Chairman Senate, will be contacted and so on. If in this course, the list is exhausted, the Dean (AA) may ask the MSC to submit another list.
- 12.3 The reports of the examiners shall be summarised by Dean (AA) and placed before the Director. After obtaining Director's approval, the reports are forwarded to the MSC. There may be four possible situations arising out of the nature of the reports.

The steps to be taken, appropriate to the circumstances, are laid down below:

- (i) The examiners are unanimous in recommending the award of the degree without any modification of the thesis, and in giving a grade 'C' or above.
- (ii) The external examiners are unanimous in recommending the award of the degree but at least one of the examiners has suggested modification and/or has asked for clarifications. The candidate in that case shall make modifications and provide the clarifications as suggested within a time to be fixed by the MSC. These may be sent to the examiners, if so desired by them. The examiner will be requested to award a grade, if he has done so already.
- (iii) One of the external examiners does not recommend the award of the degree and rejects the thesis (awards a grade less than C) whereas the other external examiner recommends the award. The MSC in such a case may either ask the candidate to modify the thesis as suggested within a given time not exceeding six months and send the modified thesis to the same examiner again, or, recommend to the Chairman, Senate the appointment of another examiner and send the thesis to him in its original form. The third examiner will be provided with copies of the evaluation reports of all examiners, external and internal, with the names of the examiners deleted. The recommendation of this 'third' examiner, at this stage, shall be taken as final.

- (iv) Both the external examiners reject the thesis or award a grade less than C; then the student is declared, "failed".

In case of M. Tech. (Res) "external examiner" includes the two examiners – one from outside the Institute, and another from within the Institute but outside the department.

- 12.4 In the event of a thesis being rejected by both the external examiners the Senate may, on the recommendation of the M.S.C., permit submission of a revised thesis on an additional payment of the prescribed fee, after a suitable time to be fixed by the Senate (Not less than six months from the date of the intimation to the student and within 4 years from the date of registration). The observations and comments of the examiners, if any, may be copied and given to the candidate on request. In no case should a resubmission of the thesis without modification along the lines of criticism made by the earlier examiners be allowed. The revised thesis shall be referred for assessment to two external examiners selected from a new panel of eight (5+3) experts recommended by the M.S.C. The new examiners will be provided with copies of earlier thesis, examiners' reports and details of changes made, in addition to the revised thesis.
- 12.5 After the recommendations of the M.S.C.(either for acceptance of the thesis for the M.Tech.(Res) degree or for its rejection/modification) have been accepted by the Senate (or its Chairman on its behalf) a copy of the reports of the examiners may be issued to the candidate at his request. However, the names of the examiners are not to be disclosed.
- 12.6 Once the reports of the examiners have been accepted as satisfactory, the candidate will have to defend the thesis before a viva voce board consisting of all M.S.C. members and the examiner from within the Institute. The defense will be open where faculty members and students of the parent as well as other departments will be invited. The evaluation, however, will be done by the MSC and the external examiner. The viva voce board may recommend changes in the thesis.

If the viva voce board is not satisfied, the candidate has to appear again before the board after elapse of three months. The M.S.C. shall recommend to the Senate the award of the M.Tech.(Res) degree if the viva voce is satisfactory and all other requirements have been fulfilled.

- 12.7 On completion of the evaluation process, the student will submit two copies of the revised thesis and two copies in electronic media, which, will be archived in Institute and Departmental Libraries. All available copies of the original version will be returned to the student. The copies available with the student and his supervisor(s) must also be corrected.

13. Award of Degree

- 13.1. On the recommendation of the Masters Scrutiny Committee, the Senate or the Chairman, Senate (when the Senate is not sitting early) shall decide whether the candidate should be awarded the degree of Master of Technology by Research. If the Chairman, Senate has approved the award of degree the award must be confirmed by the Senate.

- 13.2 A provisional certificate may be issued to the student on approval of the Director. The final degree certificate will be issued in the convocation or by any other mode approved by the Senate.

14. Discipline

All M.Tech.(Res) students will be subject to Institute's discipline rules applicable to postgraduate students.

15. Termination of Studentship

The studentship of a M.Tech.(Res) student may be terminated by the Senate on exceptional grounds. They are:

1. Recommendation of Institute's Disciplinary Committee.
2. Poor progress as noted by the Masters Scrutiny Committee and Departmental Academic Committee (PG&R). Such a decision may be implemented only after approval of the Senate.
3. Failure to do semester registration for two consecutive semesters.
4. Prolonged absence (exceeding three months) from the Institute without sanctioned leave or withdrawal.

16. Dissemination of information

A copy of this document shall be given to every M.Tech.(Res) student on admission.

17. Exceptions:

- 17.1 Notwithstanding anything stated in the rules, the Senate can make special provisions and exceptions depending on the merit of a case. Such cases shall not be cited as precedence in future occasions of similar nature.
- 17.2 In emergency situations, the Director in capacity of the Chairman Senate, can exercise powers of the Senate and discharge the functions of the Senate. Such decisions must be reported to the Senate at its next meeting.

APPENDIX-I

M.Tech. DEGREE by RESEARCH IN, ENGINEERING & SCIENCE

A. ENGINEERING

1. Ceramic Engineering
2. Chemical Engineering
3. Civil Engineering
4. Computer Science & Engineering
5. Electrical Engineering
6. Electronics and Communication Engineering
7. Mechanical Engineering
8. Metallurgical & Materials Engineering
9. Mining Engineering

B. SCIENCE

1. Chemistry
2. Mathematics
3. Physics

APPENDIX-II

DEPARTMENTAL ACADEMIC COMMITTEE (PG & R)

The following are the members of the Committee:

- | | | | |
|-----|--|---|----------|
| i) | A senior member of the faculty nominated by the Head of the Department | - | Chairman |
| ii) | Six faculty members selected by the HOD on rotation basis. | - | Members |

Membership will be limited to regular faculty members in the rank of Assistant Professor or Professor with or without a Ph.D. degree and two Lecturers with a Ph.D. degree.

A teacher who is enrolled for a degree at the Institute or outside cannot be a member of the DAC.

The Committee shall be reconstituted at the beginning of every academic session.

The functions of the Committee are as follows:

This Committee will have two different functions: one related to Postgraduate studies and the other related to Research Activities leading to Ph.D. degree. The functions related to the M.Tech.(Res) programme are given below.

1. To conduct the process of selection of the research students according to M.Tech.(Res) regulations, and recommend candidates for admission.
2. To recommend the deserving cases for Institute scholarship, if any.
3. To recommend supervisors for the M.Tech.(Res) candidates.
4. To constitute Masters Scrutiny Committees and recommend to Dean(AA).
5. To decide on special issues, such as exemption of residence requirement, allocation of supervisor on retirement or long leave of Principal supervisor etc., in consultation with MSC.
6. Any other duty assigned by the Senate or the HOD related to research programme leading to the degree of M.Tech.(Res).

APPENDIX-III
NORMS FOR ADMISSION OF SPONSORED CANDIDATES
TO M.Tech.(Res) PROGRAMME

1. The Institute may admit persons who are employed in other organisations (Institutes/ research organisations/industries) to M.Tech.(Res) programme of any discipline.
2. Such candidate should have eligibility requirement as specified in clause 2.1.
3. These candidates must have a total of minimum 2 years full time experience in the sponsoring organisation. The candidates must produce evidence of their work experience in the form of appointment letter, salary slips, identity cards etc. for the satisfaction of DAC(PG&R). A simple letter from the employer will not suffice. It is the responsibility of the candidate to convince the DAC(PG & R) that he has served continuously for two years in the sponsoring organization and that it is a reported institution or industry.
4. The requirements of 2 years experience may be relaxed for personnel with permanent job (including probation) in the Central or State Govt. or an organisation fully owned by the Government on request of the concerned Government organisation.
5. Intending sponsored candidates must submit their applications in prescribed form for admission through their employers with suitable endorsement.
6. The sponsored students normally are required to stay in the institute till completion of assigned work and submission of the thesis. However, in special cases, their residential requirement can be reduced by Chairman Senate on recommendation of the MSC to four months only as mentioned in Clause 5.2, provided they do not have to complete any course work during normal semesters as mentioned in Clause 7.2. Continuous periods of stay less than 2 months in duration will not be counted.
In case of candidates from Central Government R&D Institutions, if the Department can arrange summer courses or guided self-study courses, or a candidate can attend equivalent courses in an Institute/University (not affiliated college) of repute near his place of work, the residential requirement of 6 months may be satisfied in a split mode.
7. Such sponsored candidates will be assigned a joint supervisor from their place of work, the details of which are given in Clause 4.3.
8. It is the responsibility of the candidates to furnish all necessary documents to convince the DAC(PG&R) on the credentials of their employer-organisation that the work (or a major part of the work) can be successfully carried out in their organisation. Annual reports of the institutes, faculty list and qualifications, publication lists and any other material that the candidate considers to be relevant may be presented.
9. A sponsored student on completion of the programme is required to serve the sponsoring organization for at least two years. A certified copy of the contract between the candidate and his employer or that of the office order must be produced before the Institute before admission.
10. Detection of any breach of trust, submission of misleading document or concealment of information shall lead to termination of studentship at any stage of a student's tenure. In such a case fees already paid shall not be refunded.

APPENDIX-V

RESEARCH PROGRAMME AND EVALUATION COMMITTEE(RPEC)

1. Dean of Academic Affairs - Chairman
 2. Dean of Student's Affairs - Member
 3. Four Senate Members to be nominated by the Senate, for a period of two years by rotation. 2 Members will be inducted during alternate years. - Members
 4. Heads of the Depts. concerned to be co-opted, whenever necessary - Member
 5. Deputy Registrar/Asst.Registrar (Academic) - Member Secretary
- Functions:**
- (i) To suggest the norms of admission of scholars to various research programmes leading to D.Sc., Ph.D., M.Tech.(Res) degrees of the Institute.
 - (ii) To scrutinize and recommend on the proposals of the Departmental Committees for Postgraduates Studies & Research, in respect of offering research scholarships, fellowships and associateships.
 - (iii) To recommend draft regulations pertaining to academic and residential requirements for research programmes leading to D.Sc., Ph.D., M.Tech.(Res) degrees.
 - (iv) To scrutinize and recommend on the proposals of Doctoral and Masters Scrutiny Committees in respect of registration, progress and continuance of research programmes for individual scholars, and award of degrees on the basis of adjudication of thesis and viva voce.
 - (v) To ensure that all norms of academic and residential requirements for each research scholar/fellow are strictly followed.
 - (vi) To advise the Doctoral and Masters Scrutiny Committee on any matter relating to the research programmes of the students.
 - (vii) To examine any proposal for a student of M.Tech. (Res) programme to be shifted to Ph.D. Programme and vice versa.
 - (viii) To examine and recommend cases of advancement of thesis submission proposed by DSC.
 - (ix) To recommend to the Senate the award of the doctoral degree on the basis of academic norms and regulations laid down for the purpose.
 - (x) Frequency of the Meetings: Before every Senate Meeting
 - (xi) Any other function assigned by the Senate or by the Director on behalf of the Senate.

ANNEXURE-14

REGULATIONS
FOR
DEGREE OF DOCTOR OF SCIENCE
(D.Sc.)

(EFFECTIVE FROM JANUARY 2006)



NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA

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1. General

- 1.1 The Institute shall have provision for award of the degree of Doctor of Science (D.Sc.).
- 1.2 The D.Sc. degree will be awarded to a candidate who is found eligible on the basis of a thesis or published papers based on his own original research work in an appropriate field. The award shall be made by the Board of Governors on the recommendation of the Senate.

2. Eligibility

- 2.1 Ordinarily a candidate who has obtained a Ph.D. or an equivalent degree from a recognised institution shall be eligible to apply for registration for the D.Sc. degree. The Senate may also permit a candidate possessing either a Master of Technology degree or an equivalent degree, Bachelor of Technology or Master of Science degree or a degree equivalent to anyone of them, to register for the degree of Doctor of Science, if the candidate has demonstrated exceptional academic achievement.
- 2.2 An applicant for registration must either be at present a member of faculty of the Institute, must have been in service in the Institute as a faculty member, or must have performed the major portion of his work in the Institute's laboratories.

3. Application Procedure

- 3.1 An intending candidate shall submit his application for registration on plain paper enclosing therewith (a) his bio-data complete with qualifications, teaching and research experience (b) list of research papers published and (c) an outline of the research work on the basis of which the permission is sought for. The application should also accompany the prescribed fee [Rs. 1000.00] and be addressed to the Director through Dean (AA). The Director will refer it to the Head of the Department which the subject relates to for a preliminary scrutiny and for suggesting names of members for constitution of a Doctoral Scrutiny Committee (D.S.C.) in accordance with provisions of para 3.2 below.
- 3.2 The composition of the Doctoral Scrutiny Committee shall be as follows:
 - 1. The Director ... Chairman (Ex-officio)
 - 2. The Dean of Academic Affairs.
 - 3. The Head of the Department to which the research area of the applicant belongs.
 - 4. Three senior members of faculty from related areas.
 - 5. The Deputy/Asst. Registrar (Academic) ... Secretary
- 3.3 The D.S.C. may, on being satisfied of the candidate's eligibility for the D.Sc. degree recommend to the Senate for his registration.
- 3.4 The registration shall be valid for a period of five years from the date it is granted.

4. Synopsis

- 4.1 A candidate who has been registered shall be required to submit five copies of synopsis of his work within the valid period of registration and three months before

the expected date of submission of thesis. The synopsis should be furnished in soft - bound form.

4.2 The Doctoral Scrutiny Committee will recommend a panel of 10 experts of international repute, for appointment as examiners of the thesis.

4.3 The Director, as Chairman of the Senate will select three examiners from the panel.

5. Thesis

5.1 Within a period of three months of the date of submission of the synopsis the candidate shall submit four soft-bound copies of his thesis together with a thesis evaluation fee [Rs.5000.00]. It is desirable that at least the important parts of the thesis have been published either as a book or as articles in journals of international standard. If the supplication for the degree is based only on already published research papers, copies/reprints thereof should be bound together in the form of a thesis giving appropriate references. The thesis shall be a record of candidate's own independent and original research in Engineering, Science or Technology. It shall accompany a declaration signed by him that the work has been done and the thesis prepared by him for the D.Sc. degree of the Institute and that it has not been submitted for any degree or diploma elsewhere.

The thesis shall also include the following:

- i) A brief bio-data of the candidate (Name, Age, Educational qualifications, Research Experience and Permanent Address).
- ii) A summary of the thesis and about 20 key words.

6. Evaluation

6.1 The thesis shall be referred to three experts from the panel prepared (vide para 4.2 above) to examine the thesis. Each expert will independently forward his report in a prescribed form along with detailed comments.

6.2 The report of all the three examiners shall be placed before the D.S.C. for consideration. If the examiners are unanimous and favorable the committee will recommend to the Senate that the thesis be accepted for the degree.

6.3 Ordinarily, a candidate for the D.Sc. degree shall not be required to appear at a viva voce examination unless the examiner(s) make a special recommendation to that effect, like clarifications of some points at the time of viva voce.

6.4 If the Senate is satisfied with the reports of the examiners and the recommendations of the D.S.C., it will recommend to the Board of Governors for award of the degree.

6.5 If two of the examiners recommend for award of the degree of Doctor of Science and the other recommends that the thesis be accepted for a lower degree, the Doctoral Scrutiny Committee may, after obtaining a written consent from the candidate that he is agreeable to be considered for the degree of Doctor of Philosophy, make its own recommendations to the Senate on the proposition. In such a case, it shall be necessary for the candidate to appear at a viva-voce examination by a Board to be constituted for the purpose.

- 6.6 On completion of the evaluation process, the proposal will be put up to the Senate for recommendation and, if the recommendation is favourable, to the BOG for approval. The degree shall be awarded in the convocation.
- 6.7 On successful defence of the thesis in the viva voice, the candidate shall submit 2 copies of the thesis in a properly bound form with two more copies in electronic media (PDF files). The thesis will be archived in the Institute's Central Library and concerned departmental library.
7. **Exceptions:**
- 7.1 Notwithstanding anything stated in the rules, the Senate can make special provisions and exceptions depending on the merit of a case. Such cases shall not be cited as precedence in future occasions of similar nature.
- 7.2 In emergency situations, the Director in capacity of the Chairman Senate, can exercise powers of the Senate and discharge the functions of the Senate. Such decisions must be reported to the Senate at its next meeting.

**REGULATIONS
FOR
POST-DOCTORAL FELLOWSHIP
(EFFECTIVE FROM JANUARY 2006)**



**NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA**

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1. Introduction

The Institute may award Post-doctoral fellowships with a view to provide an opportunity to competent researchers to do independent research work in an appropriate area. The fellow may have designation of "Post doctoral fellow" or "Research Associate" depending on the nomenclature of the funding authorities.

The rules embodied in this Regulation shall apply to all categories of Post doctoral fellows working in the Institute including those supported by AICTE, UGC, CSIR, other Government /Private agencies and by sponsored research projects.

2. Eligibility

- 2.1 Post doctoral fellowships are intended for persons ordinarily below the age of 40 years who have obtained a doctorate degree and have had published research work to their credit. In special cases, persons with M.Tech. degree, a superior academic record and at least 3 years of R&D experience may be considered for "Research Associateship", if allowed by funding agencies.

3. Selection

- 3.1 The selection of post doctoral fellows will be made on the recommendations of a Selection Committee consisting of the following members:

1. The Director ... Chairman
2. The Dean of Academic Affairs
3. The Head of the Department in which a candidate intends to carry out research work.
4. Two members of faculty having expertise on the line of research work intended.

- 3.2 A candidate will be required to appear for an interview before the Selection Committee. The Institute will pay the candidate single sleeper class rail fare each way by the shortest route for the journey in connection with the interview.

4. Tenure

- 4.1 The fellowship awarded to a research worker shall be, in the first instance, tenable for one year counted from the date of joining.

- 4.2 The tenure can be extended on consideration of the research work carried out in the preceding year by an Assessment Committee consisting of the following members:

1. Director or his nominee (Chairman)
2. The Dean of Academic Affairs
3. Head of the Department concerned
4. The faculty member with whom the Research Associate is associated.

The extension will be for a total period three years including the year of joining, but not more than one year at a time.

- 4.3 The Institute may terminate the fellowship of a person at any time on the basis of a report from the Head of the Department for reasons of unsatisfactory performance; in the cases of fellows of CSIR/UGC/R&D Projects the report will have to be from the

associated faculty/Principal Investigator. A fellow may discontinue the fellowship and leave the Institute before the end of the tenure with prior approval of the appropriate authority.

5. Emoluments

- 5.1 Post doctoral fellowships will be as per the norms set by MHRD or a national agency such as AICTE, DST, CSIR or UGC.
- 5.2 The monthly emolument offered to a candidate shall be fixed for the one year tenure in one of the above groups and there will be no Dearness Allowance or any other allowances like HRA, CCA etc, unless specifically approved by the sponsors.

6. Work Assignments

- 6.1 The post doctoral fellow will be attached to a Senior Faculty member and be required to devote himself to full time research in an area approved by the member of faculty concerned.
- 6.2 He shall not accept or hold any appointment, paid or otherwise or receive any emoluments, salary, stipend etc. from any other sources during the tenure of the award.
- 6.3 The fellow shall present, through the faculty member of the Department with whom he has been working, an annual comprehensive report on the progress of his work for purpose of assessment.
- 6.4 The Head of the Department may assign to a Post doctoral fellow academic responsibilities (like lecture, tutorial or laboratory classes, conduct of seminar / symposia, running and maintenance of equipment/computer etc.), not exceeding 8 hours per week.

7. Other Facilities

7.1 (A) Accommodation

- 7.1.1 Post doctoral fellows may be provided with accommodation subject to availability, in Halls of Residence with monthly rental charges applicable to research scholars.
- 7.1.2 While residing in a Hall of Residence, the fellow shall abide by the rules relating to Residential accommodation as in force for the Institute Research Scholars, and shall also be liable to pay the Institute water charges and Hall Establishment charges levied by the Warden.

7.2 (B) Leave

- 7.2.1 A post doctoral fellow may be granted following kinds of leave with full emoluments during each one year tenure:
 - i) Casual Leave : 15 days
 - ii) Medical Leave, on the recommendation of the Institute doctor. : 15 days

Any leave not availed of shall not accumulate. Unauthorised absence may be treated as leave without emoluments.

- 7.2.2 The sanctioning authority for the leave shall be the Head of the Department.
- 7.2.3 In addition to the above, a woman fellow may be allowed maternity leave with full emolument for a period not exceeding three months covering periods both before and after confinement.
- 7.2.4 In exceptional cases, post doctoral fellows, except those who are with fellowship of CSIR, UGC or under a sponsored scheme, may be allowed leave without emolument for a period not exceeding three months during the total tenure of the award on the recommendation of the Head of the Department.
- 7.2.5 The period of leave sanctioned under the provisions of para 7.2.4 shall be counted towards the tenure of the fellowship awarded.

7.3 (C) Library books and Journals

- 7.3.1 The post doctoral fellows shall be entitled to all Library facilities on depositing a Library Caution Money applicable to Research scholars.

7.4 (D) Medical treatment & reimbursement

- 7.4.1 A post doctoral fellow will be provided with free medical treatment in the Institute Dispensary.
- 7.4.2 The above mentioned facilities shall cover the members of family of the post doctoral fellow, if permitted to stay with him in the Hall of Residence.

7.5 (E) Traveling Allowances

- 7.5.1 Post doctoral fellows may be permitted on the recommendation of the Head of the Department to attend an Institutional or a national conference/ seminar in India once a year for which he will be treated on duty and shall be entitled to the payment of

- i) Traveling Allowance - Single AC III tier fare and/or actual bus fare from the Institute each way. If AC III tier is not available AC II tier fare may be approved by Dean(AA).
- ii) Daily Allowance - At the same rate per day as admissible to an Institute employee with same salary as the monthly emolument of the fellow.
- iii) Registration - Actual amount payable.

Post doctoral fellows may be deputed on official duty with the same TA rules as given above.

8. Exceptions:

- 8.1 Notwithstanding anything stated in the rules, the Senate can make special provisions and exceptions depending on the merit of a case. Such cases shall not be cited as precedence in future occasions of similar nature.
- 8.2 In emergency situations, the Director in capacity of the Chairman Senate, can exercise powers of the Senate and discharge the functions of the Senate. Such decisions must be reported to the Senate at its next meeting.

ANNEXURE-15

A report on the Recruitment of Finance Officer and Security Officer

As per directive of the BOG in its 9th meeting, one post of Security Officer in the Scale of Pay (Rs. 6,500-10,500/-) and one Post of Finance Officer in the scale of pay (Rs. 12,000-18,000/-) were advertised. Interviews were held on 15.06.06 and 16.06.06 respectively. The Selection Committee consisted of the following members :

For Security Officer

1. Prof. Sunil Kr Sarangi, Director	Chairman
2. Mr. A. B. Tripathy, IAS, Retired DG of Government of Orissa	Member
3. Mr. S. C. Mishra, IPS Retired DG, Govt. of Orissa	Member
4. Mr. S. C. Das, GM(Finance), NALCO, Bhubaneswar	Member
5. Mr. S. K. Upadhyay, Registrar	Member

For Finance Officer

1. Prof. Sunil Kr Sarangi, Director	Chairman
2. Mr. A. B. Tripathy, IAS, Retired DG of Government of Orissa	Member
3. Mr. S. C. Das, GM(Finance), NALCO, Bhubaneswar	Member
4. Mr. S. K. Upadhyay, Registrar	Member

The following are the results:

1) Finance Officer:

None found suitable. It is proposed to re-advertise with the following qualifications and experience.

Essential

- M. Com./MBA (Finance)/ICWA.
- 10 years experience in Government, PSU or reputed private sector, industry, business or accounting firm, out of which at least 5 years should be in the Rs.8000-13500/- scale or equivalent.
- Good knowledge of Computerized Accounting practices.

Desirable:

- (a) Superior academic record
- (b) Experience in financial administration of government academic Institutions

Notes:

- Experience requirement may be relaxed for meritorious candidates.
- Candidates not having adequate experience may be given a lower scale or placed on contract with negotiated remuneration.

2) Security Officer

Mr. B. Champatiray is recommended.

Board is requested to approve re-advertisement of post of Finance Officer and recruitment of Security Officer as proposed.

ANNEXURE-16

MID-TERM CORRECTION



TEQIP
NIT, ROURKELA

FINANCIAL STATUS OF TEQIP AS ON MARCH 31, 2006

Sl. No.	Head of Account	Rs. In Million						Proposed Revised Allocation	Fund Available for Expenditure
		Total Allocation	Expenditure	Committed	Expenditure in pipeline	TOTAL	Balance Available		
		(1)	(2)	(3)	(4)	(5)=(2+3+4)	(1-5)	(6)	(6-5)
A.	Promotion of Academic Excellence								
	1 Civil Works	10.000	---	6.827	2.370	9.197	0.803	9.200	0.003
	2 Equipment	57.000	24.539	32.663	3.754	60.956	-3.956	61.000	0.044
	3 Furniture	3.500	---	---	---	0.000	3.500	3.500	3.500
	4 Vehicle	0.000	---	---	---	0.000	0.000	0.000	0.000
	5 Books and LRs	6.000	4.459	1.547	---	6.006	-0.006	6.006	0.000
	6 Consultants' Services & Research Studies	1.000	0.406	0.094	---	0.500	0.500	0.500	0.000
	7 Training/Study Tours/Fellowships (Local & Foreign) Workshops	3.500	2.892	3.113	1.800	7.805	-4.305	7.900	0.095
	8 Salaries for agreed additional Staff	7.000	---	1.000	---	1.000	6.000	1.000	0.000
	9 Consumables	3.000	0.121	---	0.414	0.535	2.465	2.040	1.505
	10 Operation and Maintenance	4.000	1.988	0.350	---	2.338	1.662	3.854	1.516
	Total	95.000	34.405	45.594	8.338	88.337	6.663	95.000	6.663
B.	Networking of Institutions	3.000	0.027			0.027	2.973	3.000	2.973
C.	Services to Community & Economy	2.000	0.056		0.025	0.081	1.919	2.000	1.919
	Total	5.000	0.083	0.000	0.025	0.108	4.892	5.000	4.892
	GRAND TOTAL	100.000	34.488	45.594	8.363	88.445	11.555	100.000	11.555

ANNEXURE-17

NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA

Date-12-06-2006

**Sub : Execution of New Projects in NIT, Rourkela –
Appointment of Architects.**

The following new projects are included in the plan grant for 2006-2007 (to be communicated by MHRD, shortly)

- i) New 800 seated Hostel.
- ii) Lecture Hall Complex.
- iii) Academic Building for Bio Medical Engineering & Electrical Sciences.
- iv) Expansion of Faculty Housing.

Prequalification applications were invited from leading Architects through advertisement in News Papers and NIT website. In response, 47 architectural firms participated. Their details are given in the Annexure-I.

After preliminary shortlisting, the internal committee members of NIT selected 10 firms who were informed to give a presentation at Rourkela on 18-05-2006 and 19-05-2006. Their details are given in the Annexure-II.

However, six firms did not report and only the following 4 firms gave their presentation separately in the presence of 3 external expert architects and the internal committee members of NIT and the Director :

- i) M/s Munish Verma & Associates
- ii) M/s Gherzi Eastern Ltd.
- iii) M/s Vastukar
- iv) M/s Arch-en-design

The external expert architects are :

- i) Prof. R. K. Banerji, Rtd. Professor & Dy. Director,
IIT, Kharagpur (Dept. of Architecture & Town Planning)
- ii) Prof. J. Barman, Professor, IIT, Kharagpur
(Dept. of Architecture and Town Planning)
- iii) Ar. A. K. Biswal, Rtd. Chief Architect, Govt. of Orissa

The external expert members of the committee met on 19-05-2006 and went through the comparative statement prepared for the entire 47 nos Architectural firms (Annexure-I) including documents submitted by them regarding their experience, volume of business done during last 3 years and works executed by them etc. They ratified the shortlisting of 10 firms as recommended by the internal committee and found others not suitable.

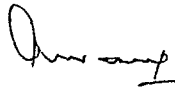
The members of the committee, found only the following two firms qualified for the above work based on the quality of work and past experience.

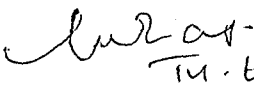
- i) M/s Arch-en-design
- ii) M/s Vastukar

The committee after deliberation, decided to split the above mentioned works among the two firms as given below, considering their expertise and ideas.

- i) M/s Arch-en-design (Academic Building & Lecture Hall Complex)
- ii) M/s Vastukar (800 seated Hostel)

After prolonged negotiation, both the firms agreed at a charge of 2.22% of the project cost for comprehensive architectural services including project management. However, it has been agreed to reimburse the salary of one engineer not exceeding Rs.15,000/- per month for project management to M/s Arch-en-design in addition to charge of 2.22% of the project cost. Draft work orders are enclosed. Minutes of Committee is also enclosed.


(Prof. A. K. Panda) 2.6.2006
Visiting Professor


(Prof. G. K. Roy) 14.6.06
Dean(PD)

Minutes of the meeting held on 18-05-2006 & 19-05-2006 for Selection of Architects for the Works : Construction of 800 seated Hostels, Academic Building, Lecture Hall Complex in NIT, Rourkela.

Members Present :

Prof. R. K. Banerji, Rtd. Professor & Dy. Director,
IIT, Kharagpur (Dept. of Architecture & Town Planning)
Prof. J. Barman, Professor, IIT, Kharagpur
(Dept. of Architecture and Town Planning)
Ar. A. K. Biswal, Rtd. Chief Architect, Govt. of Orissa.
Prof. A. K. Sahoo, CE
Prof. J. K. Satpathy, EE
Prof. K. C. Patra, CE
Prof. A. K. Panda, VP, CE
Prof. (Mrs) S. Behera, CE
Sri. S. P. Mohapatra, AEE

1. In response to the advertisement in news papers, in total of 47 nos Architectural firms had applied for the above work. After preliminary scrutiny, the internal committee members selected 10 firms who were informed to give a presentation at Rourkela on the conceptual plan/details of the proposed 800 seated hostel along with one of the similar works already executed by their firm on 18-05-2006 and 19-05-2006.
2. In response to the above, representatives of the following four Architectural firms reported at Rourkela and gave their presentation separately on 18-05-2006 in the presence of the above mentioned members and the Director. The other six firms did not report on both the days. The firms who were represented are :
 - i) M/s Munish Verma & Associates
 - ii) M/s Gherzi Eastern Ltd.
 - iii) M/s Vastukar
 - iv) M/s Arch-en-design
3. The external expert members of the committee met on 19-05-2006 and went through the comparative statement prepared for the entire 47 nos Architectural firms including documents submitted by them regarding their experience, volume of business done during last 3 years and works executed by them etc. They ratified the shortlisting of 10 firms as recommended by the internal committee and found others not suitable.
4. The members of the above committee deliberated on 19-05-2006 on the presentation made by the four architectural firms stated above and scrutinised the documents submitted by them. The committee found two following Architectural firms qualified for the above work based on quality of work and past experience :

- i) M/s Arch-en-design
- ii) M/s Vastukar

The quality of projects presented by the other two firms : M/s Gherzi Eastern Ltd. and M/s Munish Verma & Associates was found to be unsatisfactory.

5. The committee deliberated and decided to split the work among above two firms as follows considering their expertise and ideas :

i) M/s Arch-en-design – Academic Building & Lecture Hall Complex.

ii) M/s Vastukar – 800 seated Hostel.

6. The members of the committee called the representative of M/s Arch-en-design and informed them about the award of Academic Building and Lecture Hall Complex. However, the representative informed the committee that the fee structure submitted by them covers all the three buildings and if the Hostel is not given to them, there will be some additional expenses to be incurred in addition to the consultancy charges of 2.22% of total project cost offered by them in view of reduction in the scope of work. After prolonged discussion on the aspects of number of visits of their engineer and nature of work, it was agreed to reimburse the expenses towards one junior level engineer not exceeding Rs.15000/- per month in addition to 2.22% of consultancy charges. However, the cost of other engineers for project management shall be borne by the firm. Letter of request by the firm is enclosed.


7. Next, the members of the committee called the representative of M/s Vastukar and opened their sealed offer of Architectural fees. M/s Vastukar quoted a fee of 2.75% of the project cost for the total work. After prolonged discussion, M/s Vastukar agreed to execute the work i.e. 800 seated Hostel at a consultancy charge of 2.22% of the project cost. There will be no other additional cost in this case. As per Govt. rules service tax at applicable rates will be borne by NIT for both the firms.

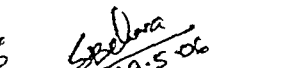
8. The committee recommends award of the works as follows :

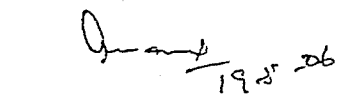
- i) M/s Arch-en-design for construction of Academic Building and Lecture Hall Complex at 2.22% of the project cost for Comprehensive Architectural Services including project management plus reimbursement of salary of one engineer not exceeding Rs.15000/- per month.
- ii) M/s Vastukar for construction of 800 seated Hostel at 2.22% of the project cost for Comprehensive Architectural Services including project management.

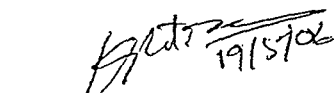


9. Both the parties will give a few alternative designs of the proposed project buildings suiting to the committee's technical suggestions, site conditions, climatic conditions, environment etc., of which the committee will select the best one based on which detailed drawings will be prepared by the Architects.
10. Both the above firms are requested to give their presentation on design of Faculty Quarters which will be taken up in the near future. Based on the quality of design, the work will be awarded to one of them.



(Sri S. P. Mohapatra)

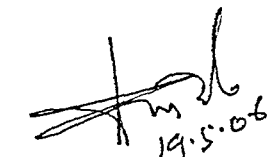

(Prof. Mrs. S. Behera)

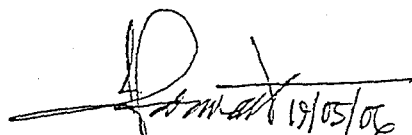

(Prof. A. K. Panda)

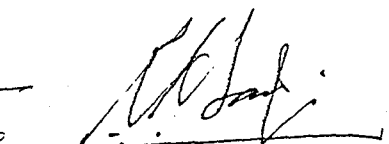

(Prof. K. C. Patra)


(Prof. J. K. Satpathy)


(Prof. A. K. Sahoo)


(Ar. A. K. Biswal)


(Prof. J. Barman)


(Prof. R. K. Banerji)

NATIONAL INSTITUTE OF TECHNOLOGY

(Deemed University)

ROURKELA-769008, ORISSA

(Tender Notice No.107 of 2005-2006)

(Expression of Interest for Appointment of Architects)

Prequalification applications are invited from leading Architects for providing comprehensive architectural services for the following projects to be taken up in NIT.

<u>Name of Project</u>	<u>Estimated Cost</u>
1. New 800 seated Hostel	Rs 25.0 Crores
2. Academic Building	Rs 20.0 Crores
3. Lecture Hall Complex	Rs 10.00 Crores

Interested Architects, registered with the Indian Institute of Architects/ Council of Architects who have executed at least two jobs of similar type and are prepared to depute at least one experienced engineer at site for inspection of works and for coordination are requested to apply separately with credentials/ information/ testimonials in a sealed cover addressed to the Registrar, NIT, Rourkela-769008, superscribing on the top of the envelope, "Appointment of Architects". Details including our prescribed format are available in our website at <http://www.nitrkl.ac.in/tender.asp>. The appointment will be decided after scrutiny and presentation by prospective bidders. The last date of receipt of application is 3.00 P.M. on 16.03.2006.

(REGISTRAR)

NIT, Rourkela

Fax No. 0661-2472926

Ph. No. 0661-2476773.