

# **National Institute of Technology Rourkela**

## **MINUTES**

### **40<sup>th</sup> MEETING OF BOARD OF GOVERNORS**



**DATE : 9<sup>th</sup> May, 2014 (Friday)**  
**Time : 02.30 P.M.**  
**Venue : Conference Hall**  
**Hotel Swasti Premium, Bhubaneswar.**



**राष्ट्रीय प्रौद्योगिकी संस्थान, राउरकेला**  
National Institute of Technology, Rourkela

**MINUTES FOR THE 40<sup>th</sup> MEETING OF THE BOARD OF GOVERNORS, NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA HELD AT 2.30 P.M. ON 09.05.2014(FRIDAY) IN THE CONFERENCE HALL, HOTEL SWASTI PREMIUM, BHUBANESWAR.**

- |    |   |     |  |
|----|---|-----|--|
| 1. | <b>Sri B. S. Sudhir Chandra</b><br>Ex-Director (Project & Planning) &<br>Chairman, BOG, NIT, Rourkela,<br>Bangalore Metro Rail Corporation Ltd<br>3rd Floor, BMTC Complex<br>K.H.Road, Shanthinagar, Bangalore.   | ... | Chairman                                   |
| 2. | <b>Prof. Sunil Kr Sarangi</b><br>Director<br>NIT.Rourkela -769 008 (Odisha)   | ... | Member                                     |
| 3. | <b>Shri Rajesh Singh,</b><br>Director (NITs),<br>MHRD, Government of India<br>Dept. of Higher Education<br>Shastri Bhawan, New Delhi.-110 015   | ... | Representative of Addl.<br>Secretary, MHRD |
| 4. | <b>Shri S. Sharma,</b><br>Under Secretary<br>MHRD, Government of India<br>Dept. of Higher Education<br>Shastri Bhawan, New Delhi-110 015  | ... | Representative of F.A. MHRD                |
| 5. | <b>Dr. R. K. Bhandari</b><br>Ex-Director, Govt. of India,<br>DAEVECC,<br>H.N. 808, Sector 31, HUDA (near HUDA shopping centre)<br>Gurgaon-122001 (Haryana).   | ... | Member                                     |
| 6. | <b>Dr. Chandra Shekhar Kumar, IAS</b><br>Commissioner-Cum-Secretary to Govt.<br>Employment and Technical Education &<br>Training Department, Government of Odisha,<br>Odisha Secretariate,<br>Bhubaneswar-751001. | ... | Member                                     |
| 7. | <b>Prof. V. Chandrasekhar, Director,</b><br>National Institute of Science Education and Research,<br>Institute of Physics Campus,<br>Sachivalaya Marg,<br>P.O.- Sainik School,<br>Bhubaneswar, Orissa - 751 005   | ... | Member                                     |
| 8. | <b>Prof. S.K. Patra</b><br>Professor, EC Dept.,   | ... | Member                                     |

National Institute of Technology  
Rourkela -769 008 (Odisha).

- |     |  |     |           |
|-----|--|-----|-----------|
| 9.  | <b>Prof. S.C.Mohany</b><br>Associate Prof., ME,<br>National Institute of Technology<br>Rourkela -769 008 (Odisha). | ... | Member    |
| 10. | <b>Er. S. K. Upadhyay</b><br>Registrar<br>National Institute of Technology<br>Rourkela -769 008 (Odisha).          | ... | Secretary |

**Members who could not be present**

- |     |  |     |        |
|-----|--|-----|--------|
| 11. | <b>Prof. (Ms.) Rintu Banerjee</b><br>Professor, Agriculture & Food Engineering<br>IIT, Kharagpur<br>Collector & District Magistrate,<br>Koraput, Orissa, | ... | Member |
|-----|--|-----|--------|

Leave of absence was granted for the above member.



**A. GENERAL AND PROCEDURAL MATTERS.**

**BOG-40(2014)-01: Welcome to all members with New members to the meeting by the Chairman.**

Prof. S. K. Patra, Professor, EC was nominated by the Senate, NIT, Rourkela as BOG member from Professor category w.e.f. 27.04.2014, Dr. Chandra Shekhar Kumar, IAS, Commissioner-Cum-Secretary, Employment and Technical Education & Training Department, Government of Odisha and Prof. V. Chandrasekhar, Director, National Institute of Science Education and Research, Institute of Physics Campus, Sachivalaya Marg, Bhubaneswar, Orissa were nominated by the Govt. of Odisha under Clause 11(d) of the NIT Act, 2007.

*Chairman welcomed all the members including the new members.*

**BOG-40(2014)-02: Confirmation of the minutes of the 39<sup>th</sup> Meeting of the BOG held on 15.02.2014 at New Delhi.**

The minutes of the 39<sup>th</sup> Meeting were sent by the Registrar to the members vide letter No. NITR/RG/BOG-39/244, dt: 22.04.2014. The Board may discuss and confirm the minutes.

*The MHRD representative informed that he has been directed by Ministry not to implement the organization structure decided vide resolution no. BOG-39(2014)- 05 and amendment of delegation of Administrative and Financial powers vide resolution no. BOG-39(2014)-05 as this involves NIT acts and statutes and it may have wider consequences on other NITs. It was suggested to refer the proposed management model to NIT council for concurrence and wider acceptance.*

*The Board decided to put on hold the implementation of the above decisions and refer the proposal to MHRD for discussion in NIT Council. For the present, the existing organization structure passed vide BOG Resolution No.BOG-29(2012)-17, DT.16.03.2012.will continue to be in force until further order. The Board confirmed the other minutes.*

**BOG-40(2014)-03: To report on the action taken on the decisions made in the 39<sup>th</sup> Meeting of BOG held on 15.02.2014 and to discuss matters arising out of the minutes.**

The report on the action taken on the decisions made in the 39<sup>th</sup> Meeting held on 15.02.2014 was given in the Annexure for consideration of the Board.

*The Board noted the above.*

**[Annexure- A1, Pg. No. 11]**

**BOG-40(2014)-04: Brief Report on the activities of the Institute since last BOG meeting held in 15<sup>th</sup> February, 2014.**

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

*The Board noted the above.*

**[Annexure- A2 , Pg. No. 12-13]**



**BOG-40(2014)-05:** *To consider the Minutes of 26<sup>st</sup> Finance Committee Meeting held on 17<sup>th</sup> January, 2014 and 27<sup>th</sup> Finance Committee meeting held on 09.05.2014.*

The minutes of 26<sup>st</sup> Finance committee Meeting and 27<sup>th</sup> Finance Committee meeting held on 09.05.2014 were given in Annexure for consideration of the Board.

*The Board approved the above minutes.*

[Annexure- A3, Pg. No.14-22]

**BOG-40(2014)-06:** *To approve the Minutes of 21<sup>st</sup> BWC meeting held on 19.03.2014.*

The minutes of 21<sup>th</sup> Meeting of the Building & Works Committee held on 19.03.2014 at NIT Rourkela are given in Annexure for consideration of the Board.

*The Board approved the Minutes of the 21<sup>st</sup> BWC Meeting.*

[Annexure- A4, Pg. No.23 - 33]

**BOG-40(2014)-07** **Status of Pending Court Cases.**

The status of pending court cases in various Courts in Odisha is given in the Annexure for information of the Board.

*The Board noted the above.*

[Annexure- A5 , Pg. No.34 - 35]

**BOG-40(2014)-08:** **Adoption of Recruitment Rules (RRs) with some modifications.**

MHRD vide letter No.F.No.33-9/2013-TS.III, dt.05.02.2014 has communicated for implementation of Recruitment Rules(RRs) for Non-Teaching Posts in the National Institutes of Technology (NITs) as given in the Annexure. As per the Act 13.2(a), Board has the power and responsibility to fix recruitment policy. Such rules should be in conformity with national norms and local human resource supply-demand scenario. While following the RR suggested by the Ministry in letter and spirit, a few minor modifications are suggested for operational convenience and to ensure higher standards commensurate with local availability of human resources.

The following changes were proposed:

Sl.No	Name of the post	Existing Text	Proposed Text
1.	Principal Scientific/ Technical Officer	<u>Clause No.7:</u> 20 years industrial, research, ICT or other relevant experience of which at least 5 years should be at the level of Senior Scientific/Technical Officer or equivalent with GP of ₹8700/-.	20 years industrial, research, ICT or other relevant experience of which at least 5 years should be at the level of Senior Scientific/Technical Officer or equivalent with GP of ₹6600/-.

2.	Educational Qualification for the Posts of Secretary, Sr. Secretary, Secretary (SG-II), Stenographer, Sr. Stenographer, Stenographer (SG-II), Jr. Assistant, Sr. Assistant and Assistant (SG-II) may be made "Graduation" in any discipline in place of 10+2/12 <sup>th</sup> . Other rules will remain unaltered.
3.	Assistant Registrar and equivalent posts shall be eligible for the higher Grade pay of Rs.6600 within the Pay Band of Rs.15600 – 39100/- after 8 years. To maintain parity with other equivalent posts such as, Scientific Officer, Security Officer, SAS Officer, etc., it is proposed to make Asst. Registrars eligible to move to GP of 6,600/- from GP of 5,400/- in five years through DPC.
4.	On approval by the Cabinet MHRD vide office order no. F.No.23-1/2008-TS.II dt. 18.07.2009 vide clause no. 9 directed for revision of pay scale of Registrar, Dy. Registrar, Asst. Registrar for of IITs, IISERs, NITs, IISC and deemed to be Universities subject to the possessing the qualifications and experience as prescribed by UGC from time to time. Further MHRD vide clause no. 5 directed Cadre of Librarians and Directors Physical education will be given the revised pay and other benefits as notified vide MHRD letter No. 1-32/2006-U.IIU.I(i) dt. 31.12.2008 as per UGC norms, whereas in the proposed RR the eligibility from Asst. Registrar to Dy. Registrar is five years and that of Asst. Librarian to Dy. Librarian and SAS Officer to Sr. SAS Officer is 10 years which may invite legal complications.

*The Board felt that in view of the competition and to maintain quality in Technical Education, the above issues will be referred to MHRD for discussion at appropriate level. Further the Board decided that a proposal will be sent to MHRD for delinking RR from UGC and rationalizing RR and pay scale across all NITs to maintain quality standard. For the present, the Board adopted the New RR subject to changes as will be decided by NIT Council and MHRD.*

[Annexure- A6, Pg. No. 36 - 73]

## **B) POLICY AND IMPORTANT ADMINISTRATIVE MATTERS.**

**BOG-40(2014)-09: To approve the New Appraisal System of the Institute for the Non-Teaching Staff members.**

The BOG vide resolution No. BOG-36(20130)-13: dt:20.09.2013 had appointed Prof. S. S. Ganesh, XIM, Bhubaneswar as consultant

The New Appraisal System of the Institute for the Non-Teaching Staff members has been redesigned by Prof. S. S. Ganesh, XIMB, Bhubaneswar and is given in the Annexure for consideration of the Board.

*The Board approved the proposal with the following suggestions:*

- 1) *The assessment period will be from 1<sup>st</sup> June to 31<sup>st</sup> May. All assessment shall be completed in June every year.*
- 2) *The new On-line Appraisal system will be implemented w.e.f. 1<sup>st</sup> July, 2014.*
- 3) *The criteria for taking decision by the moderation committee may be formulated.*

[Annexure- A7, Pg. No. 74 - 122]

**C. ACADEMIC MATTERS:**

**BOG-40(2014)-10:** *To consider the Minutes of 47<sup>th</sup> Senate Meetings held on 23.12.2013 (Monday), 03.01.2014, 04.01.2014, 08.01.2014.*

The minutes of 46th Senate Meeting was given in the Annexure for the information of the Board.

*The Board noted the above.*

[Annexure- A8 , Pg. No.123 - 136]

**D. ROUTINE ADMINISTRATIVE MATTERS:**

**BOG-40(2014)-11:** *Status of the TEQIP fund.*

The present status report of TEQIP-II will be put up on the table for consideration of the Board.

*The Board noted the above and approved the revised procurement plan for two centers of excellence (Orthopedic Tissue Engineering & Rehabilitations and Practical Renewable Energy System). Further the Board directed that the coordinators of the above two centers of excellence may be asked to present the action plan in the next BOG Meeting.*

[Annexure- A9, Pg. No.137 - 141]

**BOG-40(2014)-12: PARTICIPATION IN CONFERENCE AND WORKSHOPS IN FOREIGN COUNTRIES:**

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

Sl. No.	Name & Designation	Dept.	Duration	Training/ Conference	Place of Training / Conference	Country
1.	Anirban Mitra, Asst. Professor	ME	20-12-13 to 22-12-13	10 <sup>th</sup> International Conference on Mechanical Engineering	Dhaka	Bangladesh
2.	Rabindra Kumar Behera, Asso. Professor	ME	06-12-13 to 07-12-13	15 <sup>th</sup> Annual Paper Meet	Dhaka	Bangladesh
3.	Subrata Kumar Panda, Asst. Professor	ME	06-12-13 to 07-12-13	15 <sup>th</sup> Annual Paper Meet	Dhaka	Bangladesh
4.	Sarat Kumar Das, Asso. Professor	CE	06-01-14 to 13-01-14	South Asian Models on Infrastructure Facilities for Indian Cities	Singapore, Malaysia & Thailand	Singapore, Malaysia & Thailand
5.	Debasish Sarkar, Asso. Professor	CR	19-02-14 to 21-02-14	Indo-German Workshop	Dresden	Germany
6.	Snehashish Chakraverty, Professor	MA	16-03-14 to 20-03-14	International Forum for Mathematical Modeling	University of Colombo	Sri Lanka

7.	R. Jayabalan Asst. Professor	LS	07-06-14 to 07-07-14	Invitro Gastrointestinal System	Poznan University of Life Sciences	Poland
8.	Rabindra Kumar Behera, Asso. Professor	ME	29-03-14 to 30-03-14	International Conference on Advances in Engineering and Technology-2014	Singapore	Singapore
9.	Sudip Dasgupta, Asst. Professor	CR	29-03-14 to 30-03-14	International Conference on Advances in Engineering and Technology-2014	Singapore	Singapore
10.	Alok Kumar Satapathy, Asso. Professor	ME	11-04-14 to 13-04-14	Asia Symposium on Engineering and Information 2014	Bangkok	Thailand
11.	Kishor Chandra Pati, Professor	MA	13-07-14 to 18-07-14	International Colloquium on Group Theoretical Methods in Physics	Ghent	Belgium
12.	Dipti Patra, Asso. Professor	EE	25-05-14 to 20-06-14	Research Collaboration	University of South Carolina	USA
13.	Susmita Das, Asso. Professor	EE	25-05-14 to 24-06-14	Research Collaboration	University of South Carolina	USA
14.	Bidyadhar Subudhi, Professor	EE	07-05-14 to 21-05-14	DST- UKIERI Project	University of London	UK
15.	Pravat Kumar Ray, Asst. Professor	EE	07-05-14 to 21-05-14	DST- UKIERI Project	University of London	UK
16.	Bhaswati Patnaik, Asso. Professor	HS	08-07-14 to 13-07-14	28 <sup>th</sup> International Congress of Applied Psychology	Paris	France
17.	S. Murugan, Asso. Professor	ME	15-05-14 to 31-07-14	International Research Staff Exchange Scheme (IRSES)	Cranfield University	UK
18.	Sudip Dasgupta, Asst. Professor	CR	15-05-14 to 15-07-14	Exchange Visitor Program	Auburn Univeristy	USA
19.	Sandhyarani Biswas, Asst. Professor	ME	14-05-14 to 15-05-14	International Symposium on Advanced Polymeric Materials	Kuala Lumpur	Malaysia
20.	Nihar Ranjan Mishra, Asst. Professor	HS	13-07-14 to 19-07-14	XVIII ISA World Congress of Sociology	Yokohama	Japan
21.	Santosh Kumar Sahoo, Asst. Professor	MM	24-08-14 to 29-08-14	International Conference on Textures of Materials	Dresden	Germany
22.	Dr. P.C.Panda Professor	EE	01-04-14 to 02-04-14	International Conference in Electronics, Electrical and Intrumentation Engineering	Bangkok	Thailand
23.	Manoj Kumar Moharana, Asst. Professor	ME	03-08-14 to 07-08-14	International Conference on Nanochannels, Microchannels and Minichannels	Chicago	USA
24.	Santos Kumar Das, Asst. Professor	EC	27-05-14 to 05-07-14	Research Collaboration	California	USA



25.	J. Srinivas, Asso. Professor	ME	08-05-14 to 09-05-14	International Conference on Mechanics & Mechatronics Research (ICMMR- 2014)	Kuala Lumpur	Malaysia
26.	Rajeev Kumar Panda, Asst. Professor	SM	19-06-14 to 21-06-14	International Strategic Management Conference	Rome	Italy
27.	Md. Rajik Khan, Asst. Professor	ID	29-05-14 to 30-06-14	Collaborative Research Work	Loughborou gh University	UK
28.	Santanu Kumar Rath, Professor	CS	23-06-14 to 07-07-14	Collaborative Research Work	Western University, Ontario	Canada
29.	Pitamber Mahanandia, Asst. Professor	PH	25-05-14 to 30-05-14	New Diamond and Nano Carbon Conference (NDNC 2014)	Chicago	USA

*The Board noted the above.*

#### **E. MISCELLANEOUS ITEMS:**

##### **BOG-40(2014)-13: Accreditation Status of Programmes of the Institute.**

The status of the National Board of Accreditation, New Delhi was given in the annexure.

*The Board noted the above.*

[Annexure- A10, Pg. No. 142 - 144]

##### **BOG-40(2014)-14: Any other item with the permission of the Chair.**

#### **1) Proposal for Fee Structure for B. Tech, B- Arch, Dual degree, M. Tech, M.A, M. Sc., MBA, M. Tech (Res) and Ph. D. Programmes:**

*As per the Minutes vide clause No.7.8 and MHRD office order no. F.No.33-4/2014-T.S.III dt. 05.05.2014 of the 7<sup>th</sup> Meeting of the Council of NITs held on 18.10.2013, at New Delhi, the following was decided.*

- i) "Tuition fee for B. Tech, B. Arch, Dual Degree and M. Tech programmes may be revised to Rs.70,000/- per student per year.*
- ii) In order to encourage studies in Science, Tuition fees per student per year for two year M.A, M.Sc. Programmes may be revised to Rs.15,000/-.*
- iii) Tuition fee per student per year for M. Tech (Res) and Ph.D. programmes may be revised to Rs.15,000/-.*
- iv) Tuition fee to be charged for MBA and 5 year M.Sc. programs to be decided by concerned NIT - because of variation in entry behavior".*

*Accordingly, it was approved to revise the tuition fee for MBA from Rs.1 lakh/year to Rs.2 lakhs/year and that of M.Sc. and 5 years Integrated M.Sc. programme will be increased from*

*Rs.12,000/year to Rs.15,000/year. The revised tuition fee only for MBA will be implemented w.e.f from academic session 2015-16. Further it was decided to increase the "Other fees" (Exam, Library, electricity etc) (Per annum) for B. Tech, B. Arch and Dual degree only from Rs.6000/- to Rs. 10,000/-. Student Activity fee (per annum) shall be increased from Rs.3000/- to Rs.4000/- for all category of students. The increase in Tuition fees will be applicable to the new first year students taking admission from the academic session 2014-15. The increase in other fees and SAC fees will be applicable for all existing students of the Institute w.e.f academic session 2014-15.*

*The Board approved the above proposal. Further the Board decided to appeal to MHRD regarding the following issues:*

- (a) M. Tech and Ph.D. fees should not be enhanced, as it may adversely affect the Post Graduate Technical Education in the Country. A suitable proposal will be sent to MHRD for discussion at the appropriate level.*
- (b) The Board further decided to refer to MHRD for increasing M. Tech and Ph.D scholarship amounts.*

**[Annexure- A11, Pg. No. 144 - 163]**

## **2. Personnel issues:**

### **Combination of Past Service of Prof. Santanu Kumar Behera, Asso. Professor, Dept. of EC.**

**Prof. Santanu Kumar Behera** has requested permission for depositing Pro-rata pension amounting to Rs. 4,68,945/- received from Govt. of Odisha to our Institute account towards combination of his past service with this Institute service for terminal benefits under GPF-cum-Pension Scheme.

Prof. Behera has joined this Institute service w.e.f. 01.07.2007 i.e. after the implementation of 6<sup>th</sup> CPC but his Pro-rata pension and Gratuity amount has been calculated based on his last pay drawn at his previous employment under OSRP Rules 1988 i.e. as per 5<sup>th</sup> Pay Commission) as recommended by the Govt. of Odisha vide its letter No. I-FE-12/2013/4652/ETET dt. 07.08.2013.

It is proposed that Prof. S.K. Behera may be permitted to deposit Rs. 4,68,945 received by him from Govt. of Odisha towards pension liability for the service rendered under Govt. of Odisha during the period from 02.05.1992 to 30.06.2007 towards combination of past service.

Combination of past service may be provisionally allowed subject to receipt of differential amount on account of 6<sup>th</sup> CPC revision failing which amount received as mentioned above may be refunded to Prof. Behera forfeiting past service.

*The Board approved the proposal.*

**[Resignation]:**

1. **Prof. Chetteti Ramreddy, [EC-1111003]**, joined this Institute service as an Asst. Professor in the department of Mathematics on 29.12.2011(FN). He has tendered his technical resignation from the post of Asst. Professor, Dept. of MA on 25.09.2013 and requested to relieve him from the Institute service on 06.12.2013(AN). His technical resignation was accepted by the Chairman BOG on behalf of the Board and he was relieved from the Institute service on 06.12.2013(AN) pending approval of the BOG.

*The Board approved the proposal.*


2. **Prof. Anirban Mitra, [EC-1121019]**, joined this Institute service as an Asst. Professor in the department of Mechanical Engineering on 00.00.0000(FN). He has tendered his resignation from the post of Asst. Professor, Dept. of ME and requested to relieve him from the Institute service on or before 05.05.2014(AN). His technical resignation was accepted by the Chairman BOG on behalf of the Board and he was relieved from the Institute service on 02.05.2014(AN) pending approval of the BOG.

*The Board approved the proposal.*

3. **Prof. Ngamjahao Kipgen, [EC-1110989]**, joined this Institute service as an Asst. Professor in the department of Humanities & Social Sciences on 00.00.0000(FN). He has tendered his resignation from the post of Asst. Professor, Dept. of HS and requested to relieve him on 12.05.2014(AN). His resignation was accepted by the chairman BOG on behalf of the Board and he will be relieved on 12.05.2014(AN).

*The Board approved the proposal.*

*The meeting ended with thanks to the Chair.*



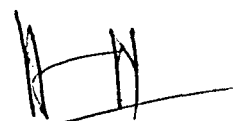
**(S. K. Upadhyay)**  
Registrar and Secretary  
Board of Governors, NIT., Rourkela



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

**ACTION TAKEN ON THE 39<sup>th</sup> MEETING OF THE BOARD OF GOVERNORS,  
NIT ROURKELA, HELD ON 15.02.2014(FRIDAY) AT NEW DELHI**

BOG-39(2014)-01:	Welcome to all members and invitees to the meeting by the Chairman.	N.A.
BOG-39(2014)-02:	Confirmation of the minutes of the 38 <sup>th</sup> Meeting of the BOG held on 17.01.2014 at NIT, Rourkela.	N.A.
BOG-39(2014)-03:	To report on the action taken on the decisions made in the 38 <sup>th</sup> Meeting of BOG held on 17.01.2014 and to discuss matters arising out of the minutes.	Implemented vide O.O. No. NITR/RG/BOG-39/2014/199, dt. 21.03.2014.
BOG-39(2014)-04:	Implementation of 4-tier flexible faculty structure in the National Institute of Technology (NITs) – reg. with RR	Implemented vide O.O. No. NITR/RG/BOG-39/2014/197, dt.24.03.2014
BOG-39(2014)-05:	Report of the BOG Sub-Committee on Organization Structure.	To be implemented after confirmation of the minutes.
BOG-39(2014)-06:	Proposal for amendment of Delegation of Administrative and Financial Powers.	To be implemented after confirmation of the minutes.
BOG-39(2014)-07:	Any other item with the permission of the Chair.  1) Permission for hiring services of Shri Narayan Pati as a Senior Industrial Relations Executive.  2) Allocation of land and building for the Department of Planning & Architecture.  3) Proposal for increase in Faculty and Staff strength  4) M. Tech Programme on Safety Engineering in collaboration with MDC, Bhubaneswar.	Implemented vide O.O. No. NITR/RG/BOG-39/2014/1753 dt.03.03.2014.  Implemented vide O.O. No. NITR/RG/BOG-39/2014/ 185 dt.18.03.2014.  Referred to MHRD vide letter No.NITR/RG/2014/L/203, dt.21.03.2014 for concurrence.  Implemented vide O.O. No. NITR/RG/BOG-39/2014/198 dt.24.03.2014.



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

**Brief Report on the activities of the Institute since last Board**

1. **Celebration of "NITRUTSAV", NIT, Rourkela.**

The Annual Cultural and Literary Festival "NITRUTSAV" 2014 of the Institute was celebrated by the students of NIT, Rourkela during 7<sup>th</sup> – 9<sup>th</sup> March, 2014.

2. **International Students Meet ISM 2014 - NIT Rourkela**

International Students Meet (ISM 2014) was celebrated in the Institute during 7<sup>th</sup> – 9<sup>th</sup> March, 2014.

3. **Utkal Divas Celebration.**

The Institute celebrated UTKAL DIVAS on 1<sup>st</sup> April, 2014. Padmashree Jayant Mohapatra and Dr. Pradyumna Keshari Senapati were the Guest Speakers. All faculty, staff and students worked to make it a memorable grand celebration.

4. National Entrepreneurship Summit 2014 was held on 21st March 2014 in Bhubaneswar Behera Auditorium (BBA) Mr Arjun Malhotra, Co-Founder of HCL Technologies was the Chief Guest for the evening. Faculty, Officers, Staff and students attended the programme.

5. Conference on "Odisha Telemedicine Conference (ODITELECON 2014)" was jointly organized by NIT Rourkela (TEQIP-II), TSI Odisha Chapter, IGH Rourkela and IMA, Rourkela City Branch. Prof. S. K. Mishra, Ex-President Telemedicine Society of India I inaugurated the conference as the Chief Guest and Prof. S. K. Sarangi, Director, NIT, Rourkela was the Guest of Honour.

6. The Celebrity Nite was celebrated by the students of NIT Rourkela on 30.03.2014. The famous pay back singer Mr. Sonu Nigam was invited with his team to perform for the event which was enjoyed by students and campus inmates.

7. One Text book exhibition for Students was organized in the Institute from 12-14<sup>th</sup>, April 2014. The students were allowed to procure books from the Exhibition with discount.

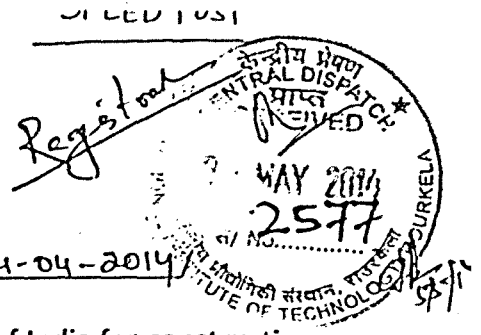
8. A special Convocation of NIT Rourkela was held on 13.04.2014 at the Silicon Valley of India - Bangalore. The meet was organized by NITRAA, Bangalore Chapter at NGV Club on 13th April 2014. Shri B. S. Sudhir Chandra, Chairman, NIT, Rourkela, Prof. Sunil. Kr. Sarangi, Director, Prof. K. K. Mohanapatra, Dean(AC), Prof. S. K. Patel, ME and Shri S. K. Upadhyay, Registrar attended the meeting. Doctor of Science, Honorary (Causa) was awarded to eminent Engineer Dr. E. Sreedharan "Metro Man" for his significant contribution for the development of Metro Railway system in the country.

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Government of Odisha  
General Administration Department

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No. GAD-CA4-Misc-53/13 - 12108 / CA, Bhubaneswar, Date. 24-04-2014




Sub: - Alienation of Land in favour of Ministry of H R D, Government of India for construction of Extension Centre- Cum- Guest- House at- Bhubaneswar to be used by National Institute of Technology, Rourkela.

An area measuring Ac. 1.000 bearing sub-Plot No. 14 Corresponding to Revenue plot No. 4(pt) Khata No. 619 in Mz- Chandrasekharapur is hereby alienated in favour of Ministry of H R D, Government of India for construction of Extension Centre- Cum- Guest- House at- Bhubaneswar to be used by National Institute of Technology, Rourkela subject to the following terms and condition:-


1. The land shall be utilized exclusively for the purpose for which it is alienated.
2. In case of non-utilization of land for the purpose for which it is alienated, the land shall be reverted back to the G.A. Department.
3. The construction work over the allotted area shall be completed within 36 months from the date of Issue of this order.
4. The land shall be demarcated and physical possession will be given to authorized officers/ representative of your Department by the concerned Revenue Inspector of G.A. Department.
5. The allotment is subject to necessary statutory approvals including approval of Bhubaneswar Development Authority.
6. The earlier alienation Order No.32395 CA dtd. 16.11.2013 issued by this Department is hereby cancelled.
7. The Ground Rent for the above land is Rs. 300/- per annum.

Yours faithfully

 27-4-14  
Director of Estates & Ex- Officio  
Addl. Secretary to Government

Memo No. 12109 / CA, Dated. 24-04-2014

Copy forwarded to Ministry of H R D, Government of India, New Delhi/ Principal Secretary to Govt. Industries Department / Registrar, N.I.T, Rourkela / Special Secretary, G.A. Department / Vice Chairman, BDA/ Director of Estates, G.A. Deptt / Commissioner, BMC, Bhubaneswar / Director, Town Planning, Bhubaneswar / Chief Architect, Odisha, Bhubaneswar / Land Officer / Tahasildar, Bhubaneswar / R.N. Jena, RI, G.A. Department / Guard file (5 copies) for information and necessary action.

 27-4-14  
Director of Estates & Ex- Officio  
Addl. Secretary to Government



राष्ट्रीय प्रौद्योगिकी संस्थान, राउरकेला  
National Institute of Technology, Rourkela

MINUTES OF THE 26<sup>TH</sup> MEETING OF THE FINANCE COMMITTEE, NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA HELD AT 10.00 A.M. ON 17.01.2014 (FRIDAY) IN THE BOARD ROOM, NIT, ROURKELA.

Members Present:

1. Sri B. S. Sudhir Chandra ... Chairman  
Director (Project & Planning) &  
Chairman, BOG, NIT, Rourkela,  
Bangalore Metro Rail Corporation Ltd  
3rd Floor, BMTC Complex  
K.H.Road, Shanthinagar, Bangalore.
2. Prof. Sunil Kr Sarangi ... Member  
Director  
National Institute of Technology  
Rourkela -769 008 (Odisha).
3. Shri Rajesh Singh Solanki, ... Representative of Joint Secret  
Under Secretary,  
MHRD, Government of India  
Dept. of Higher Education  
Shastri Bhawan,  
New Delhi.-110 015
4. Shri S. Sharma, ... Representative of AS & FA  
Under Secaretery, Finance  
MHRD, Government of India  
Dept. of Higher Education  
Shastri Bhawan, New Delhi.
5. Prof. (Ms.) Rintu Banerjee ... Member  
Professor, Agriculture & Food Engineering  
IIT, Kharagpur.
6. Prof. R. K. Patel, ... Member  
Associate Prof., Department of Chemistry,  
N.I.T., Rourkela.
7. Er. S. K. Upadhyay, ... Member Secretary  
Registrar  
N.I.T., Rourkela..

**F.C-26 (2014)-01: Welcome to the members by the Chairman.**

*Chairman welcomed all the members to the meeting*

**F.C-26 (2014)-02: Confirmation of the minutes of the 25<sup>th</sup> Meeting of the Finance Committee held on 20.12.2013 at Bhubaneswar.**

The minutes of the 25<sup>th</sup> Meeting of the FC were sent to the members vide letter No.NITR/RG/BOG-37/40, dt:10.01.2014. No comment has been received from the members.

*The FC confirmed the minutes.*

**F.C-26 (2014)-03:** *To report on the Action Taken on the minutes of 25<sup>th</sup> meeting of the Finance Committee held on 20.12.2013 at Bhubaneswar.*

The report on the action taken on the decisions made in the 25<sup>th</sup> Meeting of the Finance Committee held on 20.12.2013 was presented for FC's consideration.

*The FC noted the proposal.*

[Annexure- A1, Pg. No. 6 ]

**F.C-26 (2014)-04:** *To approve the Minutes of 20<sup>th</sup> BWC meeting held on 13.12.2013 & administrative approval for New Projects.*

Based on the recommendation of BWC, FC decided the following:

- 1) Review and amendment of Work Order for Architectural Consultancy work on M/s Development Architects Pvt Ltd, Kolkata for Major Projects (Phase III) (Civil, Electrical & HVAC) (Ref BWC item 6 of 20<sup>th</sup> BWC meeting held on 13<sup>th</sup> Dec 2013):

The members of the BWC had earlier deliberated the matter on 13.12.2013 and approved the following proposal:

1. M/s DAPL may continue their work only for 500 seated KMS Hall extension where they have already done some work. However, the plans are to be finalized after careful scrutiny at all stages.
  2. All other items may be taken out of their scope and the work order amended accordingly. The agreement may be signed accordingly.
  3. The selection of Architects for all other buildings will be based on design competition for each building from the list of the Architects who were qualified for the Major Projects Buildings (Phase III) and also Architects who have already served the Institute satisfactorily. M/s DAPL may also be allowed to participate in the design competition for other buildings.
- 
- 2) **Design Competition for the New Buildings:**  
Name of Buildings.
    - Renovation of Academic Buildings
    - Hostel for Married Students
    - Non-teaching staff Accommodation
    - Undergraduate Laboratory Complex
    - Civil & Architecture Department
    - 1600 Capacity Auditorium
    - 1500 Seated Hostel
    - Student Activity Center Building
    - Department of Business Management
    - New Guest House

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for



Architects qualified for Major Projects (Phase III)

- M/s Jay Ambe Ground Desigrees Pvt Ltd.
- M/s Arch-en Design.
- ENARCH Consultant Pvt Ltd.
- M/s Suresh Goel & Associates.
- M/s Development Architect Pvt Ltd.
- M.s DDF Consultants Pvt Ltd.
- M/s Mukesh Associates.

Architects who worked for the Institute in the past

- M/s Bose Brother Architects, Kolkata
- M/s Inform Architects, Bangalore
- M/s Vastukar, Bhubaneswar
- M/s Space Arch, Bhubaneswar
- M/s Design Techno, Bhubaneswar

The Selection of Architect will be done based on the presentation of their 'design concept' before an expert Committee, following the guide lines of the Government of India.

- a) A token participation fee of Rs 50,000/- will be given to the Participating Architects in the design competition (Subject to participation for a minimum of 4 buildings). No other payment, e.g. reimbursement of travel expenses will be admissible.
- b) The Master Plan will be updated in house using own resources.
- c) Faculty accommodation will be as per the present (Major Project Phase-II) scheme.
- d) The on-going sewerage project, which was suspended with the hope of connecting to Rourkela city's grand sewerage project, will be revived and completed.
- e) In the design completion, selection will be made on the basis of quality cum cost, quality accounting for 80% of the points, from among maximum top three qualified designs. If less than three designs quality, all qualified designs will be considered on quality cum cost basis.

*FC recommended to BOG for approval.*

**Annexure- A2, Pg. No: 7-9]**

**3) Proposal for Construction of Projects to be taken up soon:**

Administrative approval for the following new projects was recommended by FC.

- i. KMS Hall Extension (3 Storeyed) (Built up Area = 8, 000 sqm, approximate cost Rs. 25.0 Crores) (Item 1, BWC: 18 (2013)-06).
- ii. Installation of 1-MW Solar Power Plant (Approximate cost Rs. 10.0 Crores) (Item 1, BWC: 20 (2013)- 06).
- iii. Clean Room Complex Building (Approximate cost Rs. 10.0 Crores) (Item 2, BWC: 20 (2013)- 06).
- iv. New Guest House (120 seated) (Approximate cost Rs. 18.0 Crores) (Item 5, BWC: 20 (2013)- 06)

-16-  

- v. Extension of Main Building (2nd floor above MM Department) (Approximate cost Rs. 3.24 Crores) (Item 6, BWC: 20 (2013)- 06).
- vi. Fresh Air Ventilation System of 3 dining hall (Approximate cost Rs. 1.0 Crore) (Item 12, BWC: 20 (2013)- 06).
- vii. Construction of new roads & widening of the existing roads (Approximate cost Rs. 7.0 Crore) (Item 2, BWC: 20 (2013)- 10).
- viii. Married Students Hostel (6 storeyed) (120 Nos) (8400 Sqm, approximate cost Rs. 16.0 Crores) (Item 1, BWC: 18 (2013)- 06).
- ix. Renovation of Existing Academic Buildings (8400 Sqm, approximate cost Rs. 20.0 Crores) (Item 1, BWC: 18 (2013)- 06).

Items mentioned Sl No - i & ii are of special character and cannot be included in Phase III major projects works.

Items at Sl No. I, iii & vii are urgently required for execution and hence are proposed to be excluded from Phase III work.

It is estimated to cost about Rs. 110.25 Crores for the above projects. The above projects are urgently required to be executed for which selection of Architects/ Consultants is to be done on priority for preparation of BOQ, specification, tender documents etc. It will be necessary to incur an expenditure of Rs.2.6 Crores (2.5% of 103.25 Crore excluding road works) approximately towards Consultancy/ Architectural fees for the same.

In principle approval is sought from the Finance Committee & BOG for the same for design and construction of the seven projects under the approved procedure. Financial sanction of Rs.110.25 crore may also be given.

*FC recommended to BOG for approval.*

**[Annexure- A3, Pg. No. 10 ]**

#### **4) Planning towards Construction of Major Projects (Phase III).**

The following major projects consisting of Academic Buildings and Hostels etc are required to be taken up for construction under Phase III for which the BWC has already recommended approval:

- i. Under graduate Laboratory Complex (Built up Area = 12, 000 sqm, approximate cost Rs. 36.0 Crores) (Item 1, BWC: 18 (2013)- 06).
- ii. Civil & Architecture Department (Built up Area = 16, 000 sqm, approximate cost Rs. 60.0 Crores) (Item 1, BWC: 18 (2013)- 06)
- iii. Department of Business Management (Built up Area = 8, 000 sqm, approximate cost Rs. 30.0Crores) (Item 9, BWC: 18 (2013)- 06).
- iv. 1600 Capacity Auditorium (Approximate cost Rs. 50.0 Crores) (Item 1, BWC: 18 (2013)- 06).
- v. 1500 Seated Hostel (Built up Area = 50, 000 sqm, approximate cost Rs. 120.0 Crores) (Item 1, BWC: 18 (2013)- 06).
- vi. Student Activity Center (4 Storeyed) (Built up Area = 10, 000 sqm, approximate cost Rs. 15.0 Crores) (Item 7, BWC: 20 (2013)- 06).
- vii. Faculty accommodation 120 units – 34.35 crores (based on similar work awarded already).

- 17 -  

It is estimated to cost about Rs. 345.35 Crores for the above buildings. The selection of Architects for these buildings is proposed to be done based on design competition for each building. The process of selection of Architects, preparation of BOQ, Tender Documents and thereafter, selection of contractors for execution of works may take about one year's time. In the mean time, it will necessary to incur some expenditure towards Architectural fees which will amount to about Rs. 5.18 Crores (1.5% of Rs. 345.35 Crores), including design competition.

Any other urgent item recorded by BWC will be included before the scheme is finalized.

*FC recommended to BOG for approval.*

[Annexure- A4, Pg. No. 11 & 27]

5) Installation of a large Biogas Plant:

It is observed that huge quantity of food waste is being generated in our various hostels. It is necessary to utilize this waste material and convert into useful product. One of the methods is to install a Biogas Plant which is in line with pollution control measures. It will cost approximately Rs. 1.0 Crore. It is proposed to invite Expression of Interest through advertisement in News paper and NIT website and get proposals from reputed companies in the line of business.

*FC recommended to BOG for approval.*

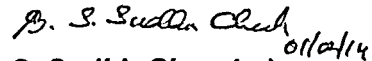
**F.C-26 (2014)-05:** Any other item with the permission of the Chair.

*The meeting ended with thanks to the Chair.*



(S.K. Upadhyay)

Registrar and Secretary  
Finance Committee, NIT., Rourkela



(B. S. Sudhir Chandra)

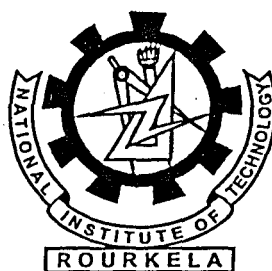
Chairman  
Finance Committee, NIT Rourkela



# National Institute of Technology Rourkela

## *MINUTES*

### *27<sup>th</sup> Meeting of Finance Committee*



**DATE** : 9<sup>th</sup> May, 2014 (Friday)  
**Time** : 11.00 A.M.  
**Venue** : Conference Hall  
Hotel Swasti Premium, Bhubaneswar.



राष्ट्रीय प्रौद्योगिकी संस्थान, राउरकेला  
National Institute of Technology, Rourkela

MINUTES OF THE 27<sup>TH</sup> MEETING OF THE FINANCE COMMITTEE, NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA HELD AT 11.00 A.M. ON 09.05.2014 (FRIDAY) IN THE BOARD ROOM, NIT, ROURKELA.

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**Members Present:**

- |    |  |     |                           |
|----|--|-----|---------------------------|
| 1. | Sri B. S. Sudhîr Chandra<br>Ex-Director (Project & Planning) &<br>Chairman, BOG, NIT, Rourkela,<br>Bangalore Metro Rail Corporation Ltd<br>3rd Floor, BMTC Complex<br>K.H.Road, Shanthinagar, Bangalore. | ... | Chairman                  |
| 2. | Prof. Sunil Kr Sarangi<br>Director<br>National Institute of Technology<br>Rourkela -769 008 (Odisha).  | ... | Member                    |
| 3. | Shri Rajesh Singh,<br>Director, NITs,<br>MHRD, Government of India<br>Dept. of Higher Education<br>Shastri Bhawan, New Delhi.-110 015  | ... | Representative of AS      |
| 4. | Shri S. Sharma,<br>Under Secaretery, Finance<br>MHRD, Government of India<br>Dept. of Higher Education<br>Shastri Bhawan, New Delhi.   | ... | Representative of JS & FA |
| 5. | Prof. R. K. Patel,<br>Associate Prof., Department of Chemistry,<br>N.I.T., Rourkela.   | ... | Member                    |
| 6. | Er. S. K. Upadhyay,<br>Registrar<br>N.I.T., Rourkela.  | ... | Member Secretary          |

**Members absent:**

- |    |  |     |        |
|----|--|-----|--------|
| 7. | Prof. (Ms.) Rintu Banerjee<br>Professor, Agriculture & Food Engineering<br>IIT, Kharagpur. | ... | Member |
|----|--|-----|--------|

Leave of absence was granted for the above member.

**F.C-27 (2014)-01: Welcome to the members by the Chairman.**

*Chairman welcomed all the members to the meeting*

**F.C-27 (2014)-02: Confirmation of the minutes of the 26<sup>th</sup> Meeting of the Finance Committee held on 17.01.2014 at NIT, Rourkela**

The minutes of the 26<sup>th</sup> Meeting of the FC were sent to the members. No comments have been received from any members.

*The FC confirmed the minutes.*

**F.C-27 (2014)-03: To report on the Action Taken on the minutes of 26<sup>th</sup> meeting of the Finance Committee held on 17.01.2014 at NIT Rourkela.**

The report on the action taken on the decisions made in the 26<sup>th</sup> Meeting of the Finance Committee held on 17.01.2014 was presented for FC's consideration.

*The FC noted the above.*

[Annexure- A1, Pg. No. 3]

**F.C-27 (2014)-04: Expenditure status for the Financial Year 2013-14.**

The expenditure status for the financial year 2013-14 is given in the annexure.

*The FC noted the above.*

[Annexure- A2, Pg. No. 4]

**F.C-27 (2014)-05: Status of the SRICCE fund.**

The status of the SRICCE fund is given in the annexure. This for information of the FC.

*The FC noted the above.*

[Annexure- A3, Pg. No. 5 - 7]

**F.C-27 (2014)-06: Status of all Projects.**

The status of the ongoing projects are given in the Annexure in the Annexure.

*The FC noted the above.*

[Annexure- A4, Pg. No. 8 - 22]

**F.C-27 (2014)-07: Review of Institutes financial position and proposal for a special grant from the Ministry.**

In order to meet the requirement of Academic Buildings, Hostels, Lab. equipment and other facilities, the Institute has incurred an expenditure of Rs.196 crores under Plan Head in the financial year 2013-14. Unfortunately because of low fourth quarter disbursal, we faced a deficit of Rs.84.00 crores at the



end of the current financial year. This money has been borrowed not only from the "Institute endowment account" but also from student funds accumulated for the hostels and students activities.

We are expecting disbursal of the First Quarter funds of Financial Year 2014-15 from the Ministry shortly. That will not even meet the present deficit. The financial requirement for the Financial Year 2014-15 will be close to Rs.350 crore to meet the demand of on going projects.

Further to carry on with the momentum of academic and infrastructure growth we need an additional investment of Rs.450 crore during the Financial Year 2014-15 and 2015-16.

Thus over the next two years we shall need a total of Rs. 800 crore under plan head. Going by past practice we can expect Rs.150 crore x 2, i.e. Rs.300 crore from the Ministry this creating a short fall of Rs.500 crore.

It is proposed that NIT, Rourkela put up a proposal for a special grant of Rs.500 crore from the Ministry. A draft proposal with details of planned expenditure over a 2 year period will be proposed.


*FC considered the proposal and directed that a proposal with details of planned expenditure over a two year period will be sent to MHRD for approval of special grant by Planning Commission. No new projects will be taken up in Phase-III except:*

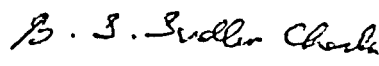
- 1) Planning & Architecture building.
- 2) 120 seated Married/Hostel / Students
- 3) Construction of Boundary wall and building at Bhubaneswar.
- 4) Kitchen equipment for V.S. Hall, C.V. Raman Hall, G.D. Birla Hall of residence etc.
- 5) Completion of Air-condition system for Bio-Medical, Electrical and Electronics Science Building and Lecture Hall complex-I.

[Annexure- A5, Pg. No. 23-25]

**F.C-27 (2014)-08: Any other item with the permission of the Chair.**

*The meeting ended with thanks to the Chair.*

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

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



National Institute of Technology  
Rourkela

*MINUTES/ कार्यवृत्त*

21<sup>st</sup> Meeting of  
Building & Works Committee  
21 वाँ भवन एवं निर्माण समिति बैठक



DATE : 19<sup>th</sup> March , 2014 (Wednesday)

TIME : 09.30 A.M.

VENUE: Board Room, NIT, Rourkela



राष्ट्रीय प्रौद्योगिकी संस्थान, राउरकेला  
National Institute of Technology, Rourkela

Minutes for the 21<sup>th</sup> Building & Works Committee, National Institute of Technology, Rourkela to be held at 09.30 AM on 19.03.2014 (Wednesday) in the Board Room of the Institute

Members Present:

- |    |  |     |  |
|----|--|-----|--|
| 1. | Prof. Sunil Kr. Sarangi, Director<br>N.I.T., Rourkela.   | ... | Chairman,                              |
| 2. | Sri. Rajesh Singh Solanki<br>Under Secretary, NITs<br>MHRD, New Delhi                                | ... | Representative of Addl. Secy.,<br>MHRD |
| 3. | Prof. R. K. Rahoo,<br>Mechanical Engineering<br>Professor, NIT Rourkela                              | ... | Member                                 |
| 4. | Prof. S. K. Sahu,<br>Dean (PD), Civil Engg., NIT., Rourkela.   | ... | Member                                 |
| 5. | Shri Ajaya Kr. Nayak, DGM<br>Civil Engineering, Town Engineering Department,<br>SAIL, RSP, Rourkela. | ... | Member                                 |
| 6. | Shri Vinod Kr Shrivastava, DGM<br>Refrigeration & Air Conditioning, RSP.,<br>SAIL, RSP, Rourkela.    | ... | Member                                 |
| 7. | Shri S. K. Upadhyay, Registrar, NIT, Rourkela  | ... | Member Secretary                       |

Invitees Present:

- |     |  |     |         |
|-----|--|-----|---------|
| 8.  | Sri. D. Tripathy<br>Executive Engineer, PWD<br>Uditnagar, Rourkela | ... | Invitee |
| 9.  | Prof. S. Mohanty,<br>PIC, Electrical Construction, NIT Rourkela    | ... | Invitee |
| 10. | Prof. A.K. Panda,<br>VP, Civil Engg., NIT Rourkela.                | ... | Invitee |
| 11. | Prof. A. K. Sahoo<br>VP, Civil Engineering Dept., NIT Rourkela     | ... | Invitee |
| 12. | Prof. Y. K. Sahu,<br>VP, EE Engg, NIT, Rourkela.                   | ... | Invitee |
| 13. | Mr. S. P. Mohaptra,<br>EE (Civil), Estate Office, NIT Rourkela.    | ... | Invitee |
| 14. | Prof. K. C. Biswal,<br>PIC, Civil Maint., NIT., Rourkela           | ... | Invitee |

Invitees Absent:

- |     |  |     |         |
|-----|--|-----|---------|
| 15. | Prof. Sarat Kr. Das<br>PIC, Civil Construction, NIT Rourkela | ... | Invitee |
| 16. | Prof. Chitti Babu<br>PIC, Electrical Maint., NIT Rourkela.   | ... | Invitee |
| 17. | Mr. D. Behera<br>Engineer, EE, NIT, Rourkela                 | ... | Invitee |

Leave of absence was approved for all members absent.

A) GENERAL AND PROCEDURAL MATTERS.

**BWC:21(2014)-01:** Welcome to the members by the Chairman.

**BWC:21(2014)-02:** Confirmation of the minutes of the 20<sup>th</sup> Meeting of the BWC held on 13.12.2013.

The minutes of the 20<sup>th</sup> Meeting were sent to the members vide letter No.NITR/2012/BWC-20/1077, Dt.17.12.2013. No comments were received from the members.

*BWC confirmed the minutes of its 20<sup>th</sup> Meeting held on 13.12.2013.*

**BWC:21(2014)-03:** To report on the action taken on the decisions made in the 20<sup>th</sup> Meeting of BWC held on 13.12.2013 and to discuss matters arising out of the minutes:

The report on the action taken on the decisions made in the 20<sup>th</sup> Meeting of the BWC held on 13.12.2013 is presented for BWC's consideration.

*BWC noted the above.*

*[Annexure-A1,Page No. 13-14]*

B) REVIEW OF ONGOING PROJECTS:

**BWC: 21(2014)-04:** Review of ongoing Civil Projects:

A report on the progress of ongoing Civil Projects is enclosed for perusal of the Committee.

All the ongoing civil projects were reviewed.

(1) It was decided that all the works of M/s UPRNN Ltd. would be completed by 31.03.2014 and M/s UPRNN will hand over all the buildings after completing all the formalities.

(2) The work of M/s Shapoorji Pallonji & Co. Ltd. was reviewed the works.

1. Golden Jubilee Building
2. Mechanical Science Building
3. Lecturer Hall Complex
4. Faculty Residences
5. 1000 seated Hostel

*It was observed that the works for the above projects are in progress and all the projects except Golden Jubilee Building will be completed by 31.03.2014.*

*The total expenditure under the above project in the financial year 2014-15 is likely to be ₹ 200.00 crores approximately.*

*[Annexure-A2, Page No.15-20]*

**SWC: 21(2014)-05: Review of ongoing Electrical Projects:**

A report on the progress of ongoing Electrical Projects is enclosed for perusal of the Committee.

*All the ongoing Electrical projects were reviewed.*

**(1) 33 KV Hot Line**

Prof. Y.K. Sahu, VP(Elect.) were advised to contact M/s OPTCL for completion of 33 KV bay at chhend. So that the sub-station will be ready before construction of overhead line by M/s. K.C. Sahu. NBLs tower erection work in progress near sector-16. HT cable laying completed in OPTC: grid and in progress in Airport Road crossing. Stringing of conductor between Chhend to Koelnagar in progress. The construction of M/s OPTCL substation is ok and the work is likely to be completed by 30.04.2014. Dean (PD) was requested to ensure the completion in time.

**(2) 33 KV Substation**

M/s Blue Star was advised to expedite the work for timely completion. CR Panel drawing approved. Civil work of SS-10 (AC Plant) started for HT cable trench, transformer foundation and oil pit. OH Line work-pole erection work completed. SS- Equipments erection is in progress. HT cabling work completed from SS-1 to MRSS, SS-1 to SS-7 and SS-7 to SS-5. Cabling in progress in SS6 to SS8. Cable trench work is in progress from SS-5 to SS-8 to be expedited. Erection of equipment in WESCO grid is in progress. Erection of equipment in MRSS is almost over. Cable schedule for Control cable for WESCO, MRSS to be finalized. SS-10 VCB panel is to be procured. SS-yard and DB rooms pending work are to be completed. Substation erection work in progress. Transformers to be received after dispatch clearance. Work in progress in MRSS and WESCO. Cable laying in progress. OH line structure in progress. CRP panel yet to be recd.

It was informed that some substations will be charged by March, 2014 and the total work will be completed by 30.04.2014.

*[Annexure-A3, Page No.21-29]*

- ii. New Guest House (120 seated) (Approximate cost Rs. 18.0 Crores) (Item 5, BWC: 20 (2013)- 06)
- iii. Extension of Main Building (2nd floor above MM Department) (Approximate cost Rs. 3.24 Crores) (Item 6, BWC: 20 (2013)- 06).
- iv. Fresh Air Ventilation System of 3 dining hall (Approximate cost Rs. 1.0 Crore) (Item 12, BWC: 20 (2013)- 06).
- v. Construction of new roads & widening of the existing roads (Approximate cost Rs. 7.0 Crore) (Item 2, BWC: 20 (2013)- 10).
- vi. Married Students Hostel (6 storeyed) (120 Nos) (8400 Sqm, approximate cost Rs. 16.0 Crores) (Item 1, BWC: 18 (2013)- 06).
- vii. Renovation of Existing Academic Buildings (8400 Sqm, approximate cost Rs. 20.0 Crores) (Item 1, BWC: 18 (2013)- 06).

**B) Installation of a large Biogas Plant:**

It is observed that huge quantity of food waste is being generated in our various hostels. It is necessary to utilize this waste material and convert into useful product. One of the methods is to install a Biogas Plant which is in line with pollution control measures. It will cost approximately Rs. 1.0 Crore. It was decided to invite Expression of Interest through advertisement in News paper and NIT website and get proposals from reputed companies in the line of business.

**Category No-2:**

- i. Under graduate Laboratory Complex (Built up Area = 12, 000 sqm, approximate cost Rs. 36.0 Crores) (Item 1, BWC: 18 (2013)- 06).
- ii. Civil & Architecture Department (Built up Area = 16, 000 sqm, approximate cost Rs. 60.0 Crores) (Item 1, BWC: 18 (2013)- 06)
- iii. Department of Business Management (Built up Area = 8, 000 sqm, approximate cost Rs. 30.0 Crores) (Item 9, BWC: 18 (2013)- 06).
- iv. 1600 Capacity Auditorium (Approximate cost Rs. 50.0 Crores) (Item 1, BWC: 18 (2013)- 06).
- v. 1500 Seated Hostel (Built up Area = 50, 000 sqm, approximate cost Rs. 120.0 Crores) (Item 1, BWC: 18 (2013)- 06).
- vi. Student Activity Center (4 Storeyed) (Built up Area = 10, 000 sqm, approximate cost Rs. 15.0 Crores) (Item 7, BWC: 20 (2013)- 06).
- vii. Faculty accommodation 120 units – 34.35 crores (based on similar work awarded already).

The decision of the 26<sup>th</sup> FC and 28<sup>th</sup> BOG are given in the Annexure.

For these buildings, the requirements are to be finalized in consultation with concerned departments and this will take some time.

Considering the above, the following was proposed:

- viii. Selection of Architects will be done for Category No-1 on top priority. Thereafter, selection of Architect will be done for Category No-2. In view of the starting of the department and BOG resolution no. NITR/RG/BOG-39/2014/185 dt. 18.03.2014, a new building for planning & Architecture Department (Built up Area = 8, 000 sqm, approximate cost Rs. 24.0 Crores) (Item 1, BWC: 18 (2013)- 06) will be added in category-1. The Civil & Architecture building in category-2 will be used for civil & food Processing Engg. Departments.

1. To inform the following Architects who were qualified for Major Projects (Phase III) and also those worked for the Institute in the past for preparation of conceptual plan for each building and participate in the presentation:

- |  |   |  |
|--|---|--|
| <ul style="list-style-type: none"><li>• M/s Jay Ambe Ground Desigrees Pvt. Ltd.</li><li>• M/s Arch-en Design.</li><li>• ENARCH Consultant Pvt Ltd.</li><li>• M/s Suresh Goel &amp; Associates.</li><li>• M/s Development Architect Pvt Ltd.</li><li>• M.s DDF Consultants Pvt Ltd.</li><li>• M/s Mukesh Associates.</li><li>• M/s Bose Brother Architects, Kolkata</li><li>• M/s Inform Architects, Bangalore</li><li>• M/s Vastukar, Bhubaneswar</li><li>• M/s Space Arch, Bhubaneswar</li><li>• M/s Design Techno, Bhubaneswar</li></ul> | } | <p>Qualified for Major Project<br/>(Phase III)</p><br><br><br><br><br><br><br><br><br><br><p>Architects worked with the<br/>Institute.</p> |
|--|---|--|

2. To constitute a committee, consisting of external experts and internal members for selection of Architects for each building. The following members are suggested:

Prof. (Ms) Sanghamitra Basu of ARP Dept (IIT KGP)  
Prof. Jaydeep Barman (IIT KGP)  
Prof. from P&A Dept, NIT (Nagpur)  
Prof. S. K. Sahu, Dean (PD)  
Prof. A.K Nayak, BWC Member  
Prof S.C Mohanty, BOG Member  
Prof. A.K. Panda, VP (Civil)  
Prof. S. K. Das, PIC (Civil)  
Prof.S.Mohanty, PIC (ET)  
Prof.S.Murugan, PIC (AC)  
Prof.Y.K.Sahu, VP (ET)  
Prof. A. K. Sahoo, VP (Civil)  
Prof. Arup Das (P&A, Dept)  
Prof. Binit Kumar (P&A, Dept)

*The BWC approved the proposal.*

*[Annexure-A4, Page No.30-32]*

**BWC: 21(2014)-07: Proposal for Air-conditioning in TIIR Building:**

M/s Mukesh Associates, Salem, have been awarded with the Comprehensive Architectural Services (Civil, Electrical & Fire Fighting etc) for construction of TIIR building @ a consultancy fee 1.98% of the total project cost (Copy of Work Order enclosed). However, HVAC work for this building is not included in their scope of work as the same was not envisaged originally. Presently, the construction work for TIIR Building is in advance stage and is planned to be completed in June, 2014 for a portion of the building. It is therefore, necessary that the low-end AC work inside this building should be taken up on priority, so that finishing works can be done thereafter and the building can be completed in time.

In order to explore the possibility of entrusting the low end HVAC work to M/s Mukesh Associates, Salem who are the Consultants for this building, they have been contacted and it is found that they have adequate experience in HVAC works. They have given their consent for taking up this work at a consultancy charge of 1.98 % of the project cost in line with the original rate of consultancy and terms & conditions.

Considering the above, it is proposed to constitute a Committee consisting of the following members to discuss with M/s Mukesh Associates, if necessary and recommend inclusion of the HVAC Low- end work in the scope of work of M/s Mukesh Associates.

**Members of Committee:**

Prof. S.K. Sahu, Dean (PD)

Prof. S. Mohanty PIC (ET)

Prof .S. Murugan PIC (AC)

Prof. MSP Rao, SE (Mech)

Prof. Y.K.Sahu, VP (ET)

Er. D. Behera, Engineer (ET)

Mr. V.K. Srivastav, DGM (AC), RSP

It was decided to include the whole of the building except workshop, canteen and basement parking space in the low side plumbing.

*The BWC approved the proposal.*

**1. Funds Requirement for ongoing projects under plan grant.**

The status of Plan Fund during the year 2013-14 as on 28.02.2014 is given in the annexure.

The total plan expenditure in the current year will be ₹ 160.00 Crores approximately and the deficit will be ₹ - 48.00 Crores approximately. The following is requested.

- 1) The deficit of ₹ - 48.00 Crores in the current financial year may be compensated by MHRD.
- 2) The total expenditure in the financial year 2014-15 is estimated at ₹ 200.00 Crores approximately is given below.

Projects executed by M/s Shapoorji Pallonjee & Co Ltd.

- |     |  |                       |                               |
|-----|--|-----------------------|-------------------------------|
| (a) | 1. Golden Jubilee Building<br>2. Mechanical Science Building<br>3. Lecturer Hall Complex<br>4. Faculty Residences<br>5. Hostel | }<br>}<br>}<br>}<br>} | - ₹ 200.00 Crores             |
| (b) | The other projects, Scholarship,<br>Equipment purchase etc)  |                       | - ₹ 100.00 Crores             |
|     |  |                       | <u>Total- ₹ 300.00 Crores</u> |

- 3) Special grant of ₹ 300.00 Crores may be accorded in the coming financial year, 2014-15.

*The BWC recommend the proposal to FC and BOG.*

**[Annexure-A5, Page No.33-34]**

**2. Proposal for Provision of Additional Structural supports to Chilled Water Pipes in the AC Plant Building.**

M/s Blue Star, Kolkata have been awarded with the work of Central Air Conditioning System in phase II (i.e. Academic Campus) at a value of Rs.1230.56 Lakhs vide Work Order No NITR/PWWO/CT/270/10-11/313 Dated 03.03.2011 on turnkey basis, and M/s Design Services, Kolkata are the Consultants for the same. The scope of work included design, supply and erection of chilled water pipes, their structural supports, equipments such as chillers, pumps, motors etc. However, the AC plant building has been constructed through other Agency based on inhouse design, the work of which

30-1



has been completed prior to laying of chilled water pipes and installation of other equipments inside the building. In order to have least obstruction in movement inside the building, based on the suggestion of the Consultant, M/s Blue Star have provided overhead chilled water pipelines supported by structural hangers from roof beams and slabs of the RCC building. Subsequently, after realizing that the RCC slabs which is only 100mm thick, will not be in a position to carry the load, M/s Blue Star were requested to redesign and provide additional structural supports from the beams in order to relieve load on the RCC slabs. This has been complied with by M/s Blue Star till date.

Now, the hydraulic testing of the pipes is to be carried out in order to commission the system. However, the structural Expert of our Institute is of the opinion that the present structural supporting arrangement as provided by M/s Blue Star will not be adequate to take care of dynamic load and vibration, once water flows in pipe lines and has suggested to provide additional vertical structural supports from the floor in order to relieve the loads on the RCC beams which has not been designed to take care of additional loads as stated above. A scheme has been prepared which is enclosed. This type of arrangement is felt necessary for not taking risk in endangering the structural safety of the building. The scheme is estimated to cost Rs. 8.73 lakhs (Details enclosed).

It was decided to get this work executed through other agency by inviting short notice tender from NIT registered civil contractors of appropriate category having experience in structural fabrication works.

*The BWC approved the proposal.*

*[Annexure-A6, Page No.35-38]*

### **3. Proposal for Execution of Balance Interior Furnishing Works for Library.**

The Work Order for the Interior furnishing Work for The Library Building was placed on M/S Anusha Infradec Pvt Ltd vide Order No-NITR/PW/WO/CT/07/12-13/07, Dated 08-05-2012 at a value of Rs. 26,25,164.00.(Copy enclosed).As per the Work Order, the work should have been completed by 07-11-2012.However, due to delay in AC ducting work, and other reasons, time extension has been granted up to 31-03-2013.Notwithstanding the same, the agency has inordinately delayed the work. So far, major works including finishing are still pending for which the Library portion is not being made operational. In spite of repeated requests both verbally and in writing, the agency failed to mobilize required resources and did not respond to NIT requests to resume the works. Hence, termination letter was issued vide Order dated 20-12-2013(copy enclosed).

Thereafter, Joint measurements of the works already executed by M/s Anusha Infradec have been taken and the final bill is under preparation. However, an amount of Rs. 5, 55,166.00 have been paid to them towards Running Bill.

In the meanwhile, BOQ and estimate for the balance interior furnishing works, taking into consideration present site requirements of the Library have been submitted by the consulting Architect, M/s Space Arch, Bhubaneswar. These are placed in the file. The estimate amounts to Rs. 23.17 Lakhs based on the agreed rates of M/s Anusha Infradec (Details enclosed).

It was decided to invite tenders from NIT Registered Civil Contractors of category 'B' and 'A' having experience in similar works.

*Since there is no response from M/s Anusha Infradec, the contract has been terminated and The BWC decided to retender the above work.*

**[Annexure-A7, Page No.39-55]**

**3. Proposal for cancelation of Order on M/s Bharti refrigeration Works, New Delhi for supply & Installation of Kitchen Equipments for GD Birla-Vishveshwarya Hall & D Ambani- M Swaminathan Hall of Residence.**

The tender has been finalized for the above job and LOI placed on M/s Bharti Refrigeration Works, New Delhi (L1 Tenderer), for a value of Rs. 134,01,010.00. However, the Work Order has not been issued on them. In the mean time, on receipt of complaint from L<sub>2</sub> Tenderer (i.e. M/s Kumar Equipment (India), New Delhi), the matter was referred to the Director, SVNIT, Surat for clarification. In response to that, a reply has been received vide latter Dated 28.02.2014 which is enclosed. The letter speaks of poor quality of equipments supplied and also poor post supply maintenance.

Considering the above it was decided not to process the Work Order on M/s Bharti Refrigeration Works and also disqualify both L<sub>1</sub> & L<sub>2</sub> Tenderers (i.e. M/s Bharti Refrigeration Works & M/s Kumar Equipment) for future tendering.

*The BWC approved the proposal.*

**[Annexure-A8, Page No.56-58]**

**4. Proposal for Cancellation of Order on M/s Bharti refrigeration Works, New Delhi, for Supply & Installation of Kitchen Equipments for Vikram Sarabhai Hall & C.V. Raman Hall of Residence.**

The tender has been finalized for the above job and LOI placed on M/s Bharti Refrigeration Works, New Delhi (L1 Tenderer), for a value of Rs. 126,10,542.00. However, the Work Order has not been issued on them. In the mean time, on receipt of complaint from L<sub>2</sub> Tenderer (i.e. M/s Kumar Equipment (India), New Delhi), the matter was referred to the Director, SVNIT, Surat for clarification. In

response to that, a reply has been received vide letter Dated 28.02.2014 which is enclosed. The letter speaks of poor quality of equipments supplied and also poor post supply maintenance.

Considering the above it was decided not to process the Work Order on M/s Bharti Refrigeration Works and also disqualify both L<sub>1</sub> & L<sub>2</sub> Tenderers (i.e. M/s Bharti Refrigeration Works & M/s Kumar Equipment) for future tendering.

*The BWC approved the proposal.*

*[Annexure-A9, Page No.59-61]*

5. ***Proposal for dismantling of Cycle Shed of Mining Department and Common Boundary Wall between Mining & Ceramic Department.***

It is observed that the Cycle Shed in front of the Mining Department is quite old and has developed cracks and other damages. From safety point of view, it is proposed to dismantle the same including the common boundary wall and develop into open parking space for two wheelers under the shade of existing trees. A sketch showing the cycle shed and the common boundary wall is enclosed.

*The BWC approved the proposal.*


*[Annexure-A10, Page No.62-63]*

6. ***Extension of dining hall of the Guest House.***

It was decided that the Extension of dining hall of the Guest House and relocation of air conditioning units of the Guest House in the South Block will be done through an architect. After discussion, it was finalized that M/s Mukesh Associates will be awarded the above work since they will be working for A/c work in the TIIR building.

7. ***Construction of the Market Complex.***

Dean (PD) was advised to submit the comprehensive proposal for Market Complex along with the renovation of the Community hall of the Institute in the next BWC Meeting.

  
(S. K. Upadhyay)  
Registrar & Secretary  
Building & Works Committee

  
(S. K. Sarangi)  
Director & Chairman  
Building & Works Committee

## STATUS OF PENDING COURT CASES

Month Ending: As on 1<sup>st</sup> March, 2014

Sl.No.	Case No. & year and location of the Court/CAT etc	Name of the parties	Name and Telephone No. (e-mail ID) of the Govt. Advocate, if engaged.	Brief issues involved in the case	Whether any Affidavit has been filed	Whether any stay order/interim order granted	Details of Appeals filed, if any	Contempt proceedings, if any pending, against the UOI
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)
1.	OJC – 12806 / 1997, High Court, Orissa	Prof.J.K.Satapathy Vrs. REC, Rourkela	Mr. N.K.Sahu	Regarding Promotion	Yes	NA	NA	Pending
2.	OJC – 221 / 1997, High Court, Orissa	Hall workers union Vrs. REC, Rourkela	Mr. N.K.Sahu	Regarding PF benefit,	Yes	NA	NA	Pending
3.	OJC – 14739 / 1998, High Court, Orissa	REC,Rourkela Vrs. Presiding Officer	Mr. N.K.Sahu	Regarding Election Duty	Yes	NA	NA	Pending
4.	OJC – 14803 / 2001, High Court, Orissa	Prof.G.Panda, ECE Vrs. REC, Rourkela	Mr. N.K.Sahu	Regarding Promotion	Yes	NA	NA	Pending
5.	OJC – 2714 / 2002, High Court, Orissa	Dr. P.C. Pradhan Vrs. REC, Rourkela	Mr. N.K.Sahu	Reg. appointment (outsider REC)				
6.	W.P.(c)No. 13514 / 2004, High Court, Orissa	Mr. Rabindra Ku. Nayak & Other 18 NMR workers Vrs. NIT, Rourkela	Mr. S.P.Mishra	Demanding regular appointment of service by Ex-NMR Employee	Yes	NA	NA	Pending
7.	W.P.(c) No. 13712 / 2004, High Court, Orissa	Mr. C.S.Rout, S/o- Late R. Rout and Others Vrs. NIT, Rourkela	Mr. S.P.Mishra	Regarding of rehabilitation ground appointment for regular service	Yes	NA	NA	Pending
8.	W.P.(c) No.13512 / 2004, High Court, Orissa	A.K.Jena & 10 Consolidated workers Vrs. NIT, Rourkela	Mr. S.P.Mishra	Demanding regular appointment of service by Ex-NMR Employee	Yes	NA	NA	Pending

9.	OJC No. 11757/1990, High Court, Orissa	D.P. Swain Vrs. REC, Rourkela	Mr. R.K. Dash	Regarding faculty recruitment	Yes	NA	NA	Pending
10.	OJC No. 10489/2000	Sri R. N. Sharma Vrs. Principal REC & others	Mr. R.K. Dash	Student case regd. Thesis submission.				Pending
11.	OJC-4884/2002, High Court, Orissa	Dibajyoti Mishra Vrs. State of Orissa & others	Mr. R.K. Dash	-	Yes	NA	NA	Pending
12.	W.P.(C) 19962/2009, High Court, Orissa	Saudamini Senapati Vrs. Union of India & others	Mr. R.K. Dash	Regarding for GIC amount	Yes	NA	NA	Pending
13.	OJC No. 3759/2000 High Court Orissa	Sunil Kumar Vrs REC & others.	Mr. R.K. Dash	Student Case reg. debarring from 8 <sup>th</sup> Sem.				Pending
14.	W.P.(C) No. 18807/201 2 High Court	Gopinath Mangaraj, Retd employee Vs. Register & others	Mr. R.K. Dash	Reg- interest for delay payment of pension				Pending

REGISTRAR

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No.F.33 – 2 / 2013, – TS.III  
Government of India  
Ministry of Human Resource Development  
Department of Higher Education  
\* \_ \* \_ \*

Shastri Bhawan, New Delhi,  
dated, the 5<sup>th</sup> February, 2014

To

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

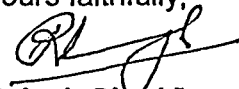
**Subject : Recruitment Rules (RRs) for Non – Teaching posts in the National Institutes of Technology (NITs) – regarding.**

Sir / Madam,

As you are aware, the Recruitment Rules (RRs) for both the Teaching and Non-Teaching posts, respectively, for the National Institutes of Technology (NITs) were approved by the Council of NITs in its 3<sup>rd</sup> Meeting held on 18.11.2011.

2. Accordingly, the Model RR's for both the categories of employees of NITs were placed on the website of the Ministry of HRD so as to enable NITs to initiate processes pending notification / publication of the Model RR's in the Gazette of India. The issue for publication of the RR's has since been resolved in consultation with the Department of Legal Affairs, Ministry of Law and Justice. The RR's have further been examined in the Ministry in consultation with the Integrated Finance Division of MHRD and Ministry of Law and Justice and it has now been decided to communicate the RR's for Non-Teaching posts as approved by the Council of NITs to the NITs, to place the same before the respective Board of Governors for adoption and implementation. The copy of the RR's for Non – Teaching posts in National Institutes of Technology (NITs) is enclosed for ready reference.
3. The NITs are advised to strictly adhere the instructions after adoption by the Board of Governors.
4. This issues with the approval of the competent authority in the Ministry.

Yours faithfully,



[Rajesh Singh]  
Director (NITs)

Tel-Fax: 011-23073687

Encl.: (i) RR's for Non – Teaching posts in NITs.

Copy to:- The Webmaster, MHRD with the request to kindly upload the RR's for Non – Teaching posts in NITs on the website of the Ministry of MHRD and delete the Model RR's for both Faculty and Non – Faculty posts in NITs already existing on the website.

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

1.	Name of the Post	Registrar
2.	Number of posts	01
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 4 (₹37400 – 67000) with Grade Pay of ₹10000/-
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Preferably below 57 years
7.	Educational and other qualifications required for direct recruits	<p><u>Essential:</u> Masters' degree in any discipline with at least 55% marks or its equivalent grade 'B' in the UGC 7 point scale from a recognized University/Institute.</p> <p><u>Experience:</u> i) At least 15 years' experience as Assistant Professor in the AGP of ₹7000/- and above or with 8 years of service in the AGP of ₹8000/- and above including as Associate Professor along with experience in educational administration, or ii) Comparable experience in research establishment and/or other institutions of higher education, or iii) 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or equivalent.</p> <p><u>Desirable</u> i) Qualification in area of Management / Engineering / Law. ii) Experience in handling computerized administration / legal / financial / establishment matters.</p>
8.	Whether age and educational qualifications prescribed for direct recruits	Yes, as per col. 6 & 7.
9.	Period of probation, if any	Not Applicable
10.	Method of Recruitment : whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	Direct recruitment, failing which on deputation or contract basis for tenure of up to 5 years or till attaining the age of 62 years whichever is earlier, or as fixed by Govt. of India by orders issued in this regard from time to time.
11.	In case of recruitment by deputation /transfer, grades from which deputation/ transfer to be made	<p><u>Deputation or on Contract basis</u></p> <p>Officers under the Central / State Governments / Universities / Recognized Research Institutes or Institutes of national importance or Govt. laboratory or PSU:- a) i) Holding analogous post or ii) With at least 3 years regular service in posts with GP of ₹8700/- as per 6<sup>th</sup> Central Pay Commission or equivalent; and b) Possessing educational qualification and experience as prescribed in Col. 7.</p>
12.	If DPC exists, what is its composition	Not applicable
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

*[Signature]*

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

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



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

1.	Name of the Post	Assistant Registrar
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	'PB – 3 (₹15,600 – 39,100) with Grade Pay of ₹5400/-. After eight years of service as Assistant Registrar with GP of ₹5400/-, an incumbent will be assessed by the DPC for moving to the higher GP of ₹6600/- with the same designation.
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Not exceeding 35 years
7.	Educational and other qualifications required for direct recruits	<p><b>Essential:</b> Masters' degree in any discipline with at least 55% marks or its equivalent Grade 'B' in the UGC 7 point scale from a recognized University / Institute with excellent academic record.</p> <p><b>OR</b></p> <p>Employees of the institute serving as Superintendent SG-II) or Secretary (Selection Grade II) for at least 6 years at Grade Pay of ₹4800/- or higher with Master's degree, and exemplary performance record. [Age bar not applicable; no relaxation in educational qualifications.]</p> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>i) Qualification in area of Management / Engineering / Law..</li> <li>ii) Experience in handling computerized administration / legal / financial / establishment matters.</li> <li>iii) A Chartered or Cost Accountant degree or diploma for the post of Assistant Registrar (Finance and Accounts).</li> </ul>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age: No Educational qualification: yes
9.	Period of probation, if any	2 Years
10.	Method of Recruitment : whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	<p>75% Direct recruitment, failing which by deputation.</p> <p>25% by Promotion failing which by deputation/ contract, failing which in both, by direct recruitment.</p>
11.	In case of recruitment. by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<p><b>Promotion:</b> From the post of Superintendent (SG-I) or Secretary (SG-I) through prescribed test and interview.</p> <p><b>Deputation:</b> Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: a) Holding analogous post, and b) Possessing educational qualification and experience as prescribed in Col. 7.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

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

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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

*[Handwritten Signature]*

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

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

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

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

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

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

## Note:

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

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



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

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

## Note:

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



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

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

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





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

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

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

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

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

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



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

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

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

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

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

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

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

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



**Recruitment Rules for the post of  
"Senior Technician, Senior Laboratory Assistant, Senior Work Assistant" in NITs**

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



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

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

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

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

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

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

*(Signature)*

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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## Redesigning of Performance Appraisal System of National Institute of Technology, Rourkela



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## Chapter 01 – Introduction

The National Institute of Technology (NIT), Rourkela was founded as the Regional Engineering College, Rourkela on 15<sup>th</sup> August, 1961. NIT, Rourkela is one of the premier technological institutions at the national level in India. The institute has been declared as a Deemed University on 26<sup>th</sup> June, 2002 by the Ministry of Human Resource Development, Government of India. NIT, Rourkela has the objective to produce quality engineers and scientists in Graduate and Post-Graduate level in various branches of engineering, science and technology. The institute enjoys a significant administrative and financial autonomy and is managed by a Board of Governors of NIT (Rourkela) Society.

NIT, Rourkela was using Confidential Character Rolls (CCR) forms for its employees for the last four decades till 2006. In order to keep the evaluation of the employees as objective, performance and development oriented, the board suggested the use of newly performance appraisal forms for technical, ministerial and subordinate staffs (Group C and Group D) and for non-faculty officers through BOG-10(2006)-12 dated 16<sup>th</sup> June, 2006.

### Invitation to Design New Performance Appraisal System

Due to various operational problems experienced after implementing the new performance appraisal systems for staff members, the Director of NIT, Rourkela had invited Prof. S.S. Ganesh as a consultant to NIT, Rourkela to help them design a suitable Performance Appraisal Forms for their employees. The following was the primary objectives of designing a new Performance Appraisal System (PAS) for NIT, Rourkela.

- With strategic change, the goals of the organization also change significantly. Therefore, it was expected that the new PAS should capture changes in the work contexts of NITR by institutionalizing the strategy of NITR into performance goals at organization, group and individual levels.

### Methodology and Problem Formulation

In the light of the above objective, it was important and necessary to get the experiential perception of the key stakeholders of NIT, Rourkela before designing a suitable performance appraisal system for various categories of employees. Hence, the consultant had arranged for Focus Group Discussion with all important stakeholders of NIT, Rourkela including the Director, Registrar, All Deans and Head of the Departments, Non-Teaching Employees Service Association, Teachers Association to know more about the existing performance appraisal system for staff, officers and faculty members and challenges in designing a new appraisal system for the employees of NIT, Rourkela.

Subsequently, the consultant wanted to substantiate the insights by making exclusive visits to the departments and interact with different stakeholders like technical staff, ministerial staff, support staff, officers and faculty members in their own work setting. The insights from the focus group discussions and subsequent interaction with respective employees about the performance appraisal system are as given below.

- Traditional Confidential System focusing on providing input to General Administration
- Appraisers not willing to give reasons for extreme ratings
- Appraisees questioning the validity and reliability of the rating is based on single source
- Single source rating leading to unequal power distribution within departments
- Criteria for Evaluating the Performance is not clear
- Appraiser Vs Moderator Role is Not Clear
- Moderators have the fear of antagonizing Appraisers who are seniors to them
- Even when Moderators were seniors, they were not able to allocate work, discipline the appraisees without the help of appraisers
- Had little or no focus on development needs



### Designing of New Appraisal System and Implementation

The above issues were presented to all the key stakeholders and based on the discussion with them the various strategic approaches have been taken to address the shortcomings of the then appraisal system by designing a new appraisal system focusing on the following strategic approaches.

- Transition from traditional Confidential System to Open System
- Changing the focus to development needs to improve the performance of the employee on a continuous basis besides giving inputs to General Administration
- Introducing "Performance Planning", "Performance Review", "Performance Assessment" and "Performance Feedback" components
- Introducing multi-source appraisal to increase Validity and Reliability
- Assigning weightages for different appraisers
- Reviewing Appraisers' performance in the light of how liberal or strict they are in their approach to evaluating their subordinate's performance and / or their overall department's performance
- Using Critical Incident Method (CIT) for evaluating Appraisees' performance
- Training Appraisers to do "Performance Planning / Review / Assessment / Feedback" components

Based on the above strategic approaches a new performance appraisal system was designed and implemented at NIT Rourkela during 2008.

### Need for Redesigning of the Present Appraisal System

Over the last five years, the administration of NIT-R has made few changes, like restricting the appraisers to two instead of three, to the proposed appraisal system to address the administrative difficulty in dealing with more than two appraisers. Further, the administration observed that there is lack of integration of goal setting, rating and justification of rating through Critical Incidents. Therefore, NIT-Rourkela administration

felt that there is a greater necessity to integrate goal setting with actual rating of employees rather than against generic factors so as to make use of performance appraisal data for developmental purposes as well as promotion of employees to higher level responsibilities. Therefore, The Board of Governors of NIT-R has approved, vide resolution No. BOG-36 (20130) Dated 20<sup>th</sup> September, 2013, for review of Performance Appraisal System and redesigning the process and forms to make it more effective. The board has also recommended inviting Prof. S.S. Ganesh of Xavier Institute of Management, Bhubaneswar for the above work.

**Methodology:**

The objectives of the study would be achieved through the following process.

- Interaction of key stakeholders to understand the issues in implementation of the present performance appraisal system through Focus Group Discussion.
- Studying the issues related to Performance Planning, Goal Setting, Review of Goals through secondary data and primary interviews with stakeholders to develop “goal setting templates” for various personnel
- Designing of templates for goal setting and redesigning of appraisal factors for various categories of employees
- Presenting the goal setting templates, appraisal factors and process to various stakeholders to seek their views
- Finalizing the new forms, process and suggesting interventions to use the performance appraisal data for development purposes and promotion purposes

## **Organization of the Project Report**

The project report has three chapters. They are;

Chapter 01 – Introduction: This chapter discusses the problems of present performance appraisal system through the introduction section, Invitation for the Project, Objectives of the Project, Methodology of the Project and details out the Organization of the Project Report.

Chapter 02 – A Critical Review of Present Performance Appraisal System at NIT, Rourkela: This chapter provides the overview of current performance appraisal system for technical employees and administrative employees based on the focus group discussion and with officers and faculty members and also based on the analysis of select performance appraisal forms for technical and administrative employees.

Chapter 03 – Proposed Performance Appraisal System at NIT, Rourkela: This chapter describes the methodology used for developing the performance planning templates and illustrates the different important aspects of the performance planning process. Further, it provides for the rationale of assigning differential weights for performance assessment based on actual tasks and targets accomplished by the employee and for dimensions related to Knowledge, Skills, Attitude and Behaviour (KSAB) of employees. Also the proposes the conditions for linking the performance assessment scores with Critical Incidents to prevent extreme and inflated ratings.

Also this chapter proposes the guidelines for implementation of performance planning process, guidelines for performance assessment, guidelines for moderation, rationale for recommending change in performance appraisal cycle, and guideline for using performance appraisal data for promotion.

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## **Chapter 02 – A Critical Review of Present Performance Appraisal System at NIT, Rourkela**

### **Introduction**

This chapter provides the overview of current performance appraisal system for technical employees and administrative employees based on the focus group discussion and with officers and faculty members and also based on the analysis of select performance appraisal forms for technical and administrative employees.

### **A Critical Review of Present Performance Appraisal System**

On 1<sup>st</sup> November 2013, All the Head of Departments and all Heads of Officers were invited to participate in the Focus Group Discussion to present their views on the present performance appraisal system which would facilitate modifying / redesigning of the present appraisal system of NIT-Rourkela.

One of the major observations during the focus group discussion was that many appraisers and appraisees often find it difficult to set goals even as many appraisers are unable to differentiate between regular targets, contingent targets and stretch targets. Subsequent to the focus group discussion, the consultant also reviewed performance appraisal forms of few technical and administrative employees to contextualize and validate the inputs gathered from the focus group discussions. Table 1.0 presents the summary of performance plan for technical employees and administrative employees based on past appraisal data.

**Table 1.0 Summary of Performance Plan for Technical and Administrative Employees  
based on past appraisal data**

<b>Category</b>	<b>Major Responsibilities</b>	<b>List of Regular Targets</b>	<b>Indicators / Criteria for the Achievement of Regular Targets</b>
Technician 01	1. Assist in the project work of all scholars 2. Understanding the working of all machines in lab 3. Keep all machines in working conditions 4. Help in R&D projects and consulting projects to	1. Checking all machines for working 2. Understanding the requirements of students for consumables 3. Helping the students and professors for completion of	1. Working of Machines 2. Spares and Consumable availability 3. Timely completion of projects of students 4. Completion of project 5. Cleanliness of lab

	teachers 5. Oversee maintenance of lab by the staffs.	projects 4. Helping the project staff for completion 5. Maintenance of lab (oversee only)	
Technician 02	1. To help students to conduct experiments 2. Preparation of solution 3. Keeping the instruments ready for experiments	1. Preparation of solution 2. Preparation of samples 3. To take care of instruments in UG & PG Lab.	1. Basic knowledge of preparation of samples 2. Solutions of required concentration 3. Sincerity and interest
Technician 03	1. To run and maintain equipments 2. To cater the needs of research activities of students 3. To fabricate different materials as and when required 4. To assist students from other departments in doing different research and project work 5. To help in developing and maintaining lab	1. To run and maintain sophisticated equipment 2. To cater the research needs 3. Fabricate Specimens for testing 4. To assist students from other departments from pursuing research work 5. Assisting to develop and upgrade labs.	1. Regular reporting on input / output performance
Admin Staff	1. Overall supervision of office 2. Custody of all exam results 3. Staff leave 4. Audit compliance 5. Annual report	1. Overall supervision of office 2. Custody of all exam records 3. Staff leave 4. DAK	1. Accuracy, Reliability and Time bound

#### Defining the Performance Planning Problem

A quick observation of the above table shows that the performance plan for both technical and administrative employees are very generic in nature as it does not differentiate between the responsibilities, tasks and targets assigned to technicians of different departments. They are also found to be repetitive in so far as the actual responsibilities, tasks and targets are concerned. The lack of understanding of performance planning affects the quality appraisal negatively as appraisers are unable to define the right criteria for assessing the quality of work done by the appraises at the end of the assessment period. It is needless to make the

observation that it also inflates the rating the appraise without any proper justification.

During the focus group discussion, few participants observed that there is no weight assigned for Performance Assessment (Part – B) while there is 100% weight assigned for the Knowledge, Skills, Behaviour and Attitude component (Part – C). Hence, they were of the view that that most of the appraisers were not able to establish linkage between Performance Plan (Part – A), Performance Assessment (Part –B) and the qualitative factors related to Appraisees' KSBA (Part – C) in terms of BASIC, PLUS, MUST and NON-NEGOTIABLE Factors. Few appraisers are not able to differentiate between two or more specific factors as they perceive that there are too many factors to be considered while evaluating the appraisees.

Further, many participants pointed out that most of the appraisers are reluctant to provide justification through Critical Incidents (Section V of Part – C KSBA). Figure 01 defines the Performance Planning Problem, whereas Figure 02 illustrates the views of appraisers on establishing link between Performance Plan, Performance Assessment and Critical Incidents.

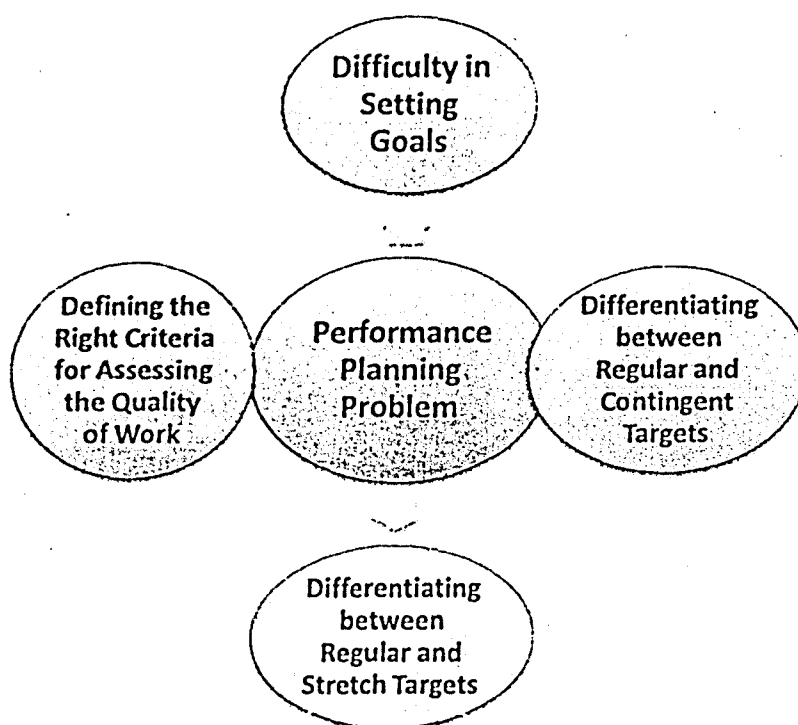
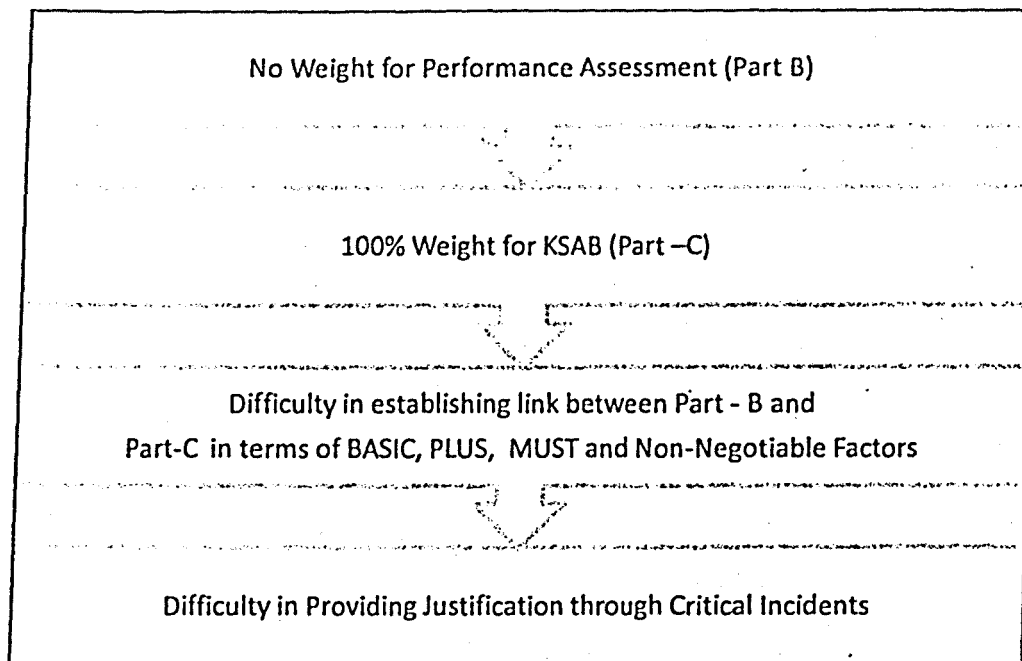


Figure 01: Defining the Performance Planning Problem



**Figure 02: Linking Performance Plan, Assessment and Critical Incidents**  
**Proposal for Redesigning Present Performance Appraisal System**

Based on the analysis of inputs from the focus group discussion and actual performance appraisal forms, the following proposals were made to redesign the present performance appraisal system of NIT – Rourkela.

1. *To develop template for performance planning, especially for technical and administrative employees, so as to improve the quality of performance planning* that would help the appraisers and appraisees set goals that are Specific, Measurable, Achievable, Realistic and Timely (SMART).
2. *To explore the possibility of assigning more weight to the actual tasks carried out and /or targets achieved by the appraisees (PART – B) and reduce the weight for qualitative factors (PART – C).* Also to reduce the number of KSA by eliminating the not so relevant items and integrating two or more items into a single dimension so as to reduce the complexity of appraisal process.
3. *To evolve a suitable guidelines for providing justification for extreme ratings through Critical Incidents and moderation of extreme ratings by other appraisers* in order to prevent rating inflation.

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## **Chapter 03 – Proposed Performance Appraisal System at NIT, Rourkela**

### **Introduction**

This chapter describes the methodology used for developing the performance planning templates and illustrates the different important aspects of the performance planning process. Further, it provides for the rationale of assigning differential weights for performance assessment based on actual tasks and targets accomplished by the employee and for dimensions related to Knowledge, Skills, Attitude and Behaviour (KSAB) of employees. Also the proposes the conditions for linking the performance assessment scores with Critical Incidents to prevent extreme and inflated ratings.

Also this chapter proposes the guidelines for implementation of performance planning process, guidelines for performance assessment, guidelines for moderation, rationale for recommending change in performance appraisal cycle, and guideline for using performance appraisal data for promotion.

### **Developing Template for Performance Planning**

During February 2014, NIT Rourkela arranged for the consultant to visit select engineering departments and administrative departments in order to develop a holistic understanding of nature of work performed by technical and administrative employees. Ceramic Engineering Department, Civil Engineering Department, Metallurgy Department were few departments chosen for this purpose. Among administrative departments, Research Unit of Academic Department, Sponsored Research, Industrial Consultancy, and Continuing Education (SRICCE) Department and Automation department were selected.

Based on the interviews with Professors and Administrators (Head of Officers), draft templates for performance planning for the above departments were prepared with the objective of helping them appreciate the several dimensions of tasks and targets. For example, Table 2.0 shows the draft performance planning for a technician in Ceramics Engineering Department. The draft performance plan required that the appraisers had to specify tasks and targets and assign the weight for each target. One of the significant changes of the new format of performance planning was that



it was focusing actual tasks and targets which are specific to the job and the department rather than generic. The appraisers were also required to specify the training and self development activities of the individual as a task and assign a weight for the same (See Task 03 in Table 2.0).

Further, it had the provision of introducing new targets or revising the existing targets during the middle of the year, although optional, to accommodate any contingency task and target (See Task 02 in Table 3.0). However, the appraiser is required to recast the weight for the existing targets so as to ensure that it does not exceed 100.

Limiting the overall weight to 100 was necessary to bring uniformity in evaluation of appraisees across different departments. Also, in order to regulate the extreme ratings by appraisers, it is proposed that the appraisers must provide justifications through critical incidents when the overall rating based on achievement of actual tasks and targets is less than 40 or more than 70.

Table 2.0 Performance Plan Template for a Technician in Ceramics Engineering Department

Sl.No.	Responsibility	Specific Targets	DETAILS	Allotted Points (Out of 100)
1.	Assisting Faculty in U.G. Labs	Assisting Faculty and Students in Jiggering Experiment in Whiteware Lab	Term = 1 From = 15 <sup>th</sup> June to 30 <sup>th</sup> Aug Number of Students = 80	50
Indicators / Criteria for the Achievement of Targets →	a) Checking the working condition of Jiggering Machine, Motor, Belt and Spares available during the vacation or before the semester starts.			
	b) Keep the materials such as Profiles / Knives, Plaster of Paris, water etc., ready for the experiment before the lab starts say by Monday evening or Wednesday Evening			
	c) Ensuring proper quantity, form of materials and keeping the lab clean after each experiment.			
	d) Taking Attendance of Students			
	e) Collecting Lab Records			
	f) Supervising Experiments			
	g) Guiding Students			
	h) Collecting the tools from students after the experiments			
	i) Avoiding or minimizing the breakage of materials so as to ensure continuous and smooth functioning of the lab			
	j) Breakage or loss of materials / tools is to be properly accounted for			

Sl.No.	Responsibility	Specific Targets	DETAILS	Allotted Points (Out of 100)
2.	Assisting Faculty in PG Lab	Assisting M.Tech Student's Project – Controlled Atmosphere Heating	Term = 2  From = 1st September to 20 <sup>th</sup> December  Number of Students = 3	30
Indicators / Criteria for the Achievement of Targets →	a) Ensuring that Furnace is operational by checking the working condition of Temperature Controller, Thermocouple, Furnace Lining, Furnace Tube, and Electrical Connections etc.,			
	b) Helping Students to setup experiments as per the design			
	c) Ensuring steady supply of Oxygen Gas, Nitrogen Gas etc.			
	d) Ensuring that accessories such as Gas Regulator, Gas Flow Meter etc., are in working order			
	e) Ensuring that all necessary safety precaution is taken by the students before initiating the experiment			
3.	Developing Competency	Undergoing a training programme to learn about "Handling Gases at High Temperature"	By visiting industries such as XYZ which use similar controlled atmosphere heating between January 2014 to February 2014	20
4.	Apart from the above, any other task assigned by the reporting officer based on the job requirements or Institute's requirements			
			Total	100
Please state as how the appraiser is going to facilitate the achievement of the above targets of the appraise for the coming year (Not more than 150 words). Please be precise and concise.				

Table 3.0 Mid Year Assignment and / or Revision of Tasks and Targets (OPTIONAL)

Sl.No.	Responsibility	New (N) / Revised (N) / Original Targets (O) (Indicate N / R / O)	Reason for Revision / Details of New Targets	Allotted Points
1.	Assisting Faculty in U.G. Labs	Assisting Faculty and Students in Jiggering Experiment in Whiteware Lab (O)	Term = 1 From = 15 <sup>th</sup> June to 30 <sup>th</sup> Aug Number of Students = 80	40
2.	Assisting Faculty in U.G. Lab	Assisting Faculty and Students In XYZ Experiment in Glass Lab (N)	Term = 2 From = 1st September to 20 <sup>th</sup> December Number of Students = 40	20
3.	Assisting Faculty in PG Lab	Assisting M.Tech Student's Project – Controlled Atmosphere Heating (O)	Term = 2 From = 1st September to 20 <sup>th</sup> December Number of Students = 3	20
4.	Developing Competency	Undergoing a training programme to learn about "Handling Gases at High Temperature" (O)	By visiting industries such as XYZ which use similar controlled atmosphere heating between January 2014 to February 2014	20
5.	Apart from the above, any other task assigned by the reporting officer based on the job requirements or institute's requirements			
			Total	100

### Revisiting and Redesigning KSAB Factors of Performance Assessment

The Knowledge, Skills, Attitudes and Behaviour Factors (Part C of Performance Assessment) has four different dimensions to evaluate the performance of staff members and officers. They are “Basic” Factors, “+ (Plus)” Factors, “Must” Factors (for staff members only), “Leadership” Factors (for Officers only) and “Non Negotiable” Factors.

Basic Factors covered attributes related to Job Knowledge, Skills, and Job Performance of the employee while Plus Factors are factors which are required to achieve excellence in one’s job over and above the Basic Factors. It also has factors required for successful performance at a higher level position. Must Factors for staff members has four attributes which influence actual job performance of the employee and non-achievement of these attributes by the employee may call for disciplinary action by the higher officials. The last factor Non Negotiable has two attributes related to integrity, honesty, transparency etc.,

Since it was found that appraisers were not able to differentiate between two or more specific factors, it was decided to discard the use of nomenclature such as BASIC, PLUS, MUST or NON-NEGOTIABLE Factors to reduce the complexity but retain the most relevant attributes of the above dimensions for the assessment. Therefore, the overall 36 attributes were reduced to 10 important attributes which are to be evaluated on a five point scale ranging from Poor (01), Below Expectation (02), As Expected (03), Above Expectation (04) to Exceptional (05) (See Table 4.0).

As proposed earlier, the actual tasks and targets carry 100 points weight (Table 2.0 and 3.0) and the total weight for the KSAB is 50 points i.e., 1/3 of the overall weight. However, in order to regulate the extreme ratings by appraisers, it is proposed that the appraisers must provide justifications through critical incidents when they rate the appraisee on any dimension other than “As Expected.” It essentially means that when appraisers rate an employee as either “Poor” or “Below Expectation” or “Above Expectation” or “Exceptional”, they need to justify their rating through Critical Incidents as defined in Table 5.0.

Table 4.0 Attitude and Working Habits of Appraisee

Please Appraise the Employee on the Following Dimensions:

(1= Poor; 2 = Below Expectation; 3 = As Expected; 4 = Above Expectation; 5 = Exceptional)<sup>1</sup>

S.No	Description	Poor 1	Below Expectation 2	As Expected 3	Above Expectation 4	Exceptional 5
1.	Reports to work in time and remains engaged throughout the day.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
2.	Maintains his workplace organized, neat and tidy.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
3.	Is courteous to students, staff and visitors in his dealings	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
4.	Plans and organizes tasks himself with minimal support.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
5.	Completes the assigned tasks accurately giving attention to details.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
6.	Completes the assigned tasks in time without reminders.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
7.	Assists others in carrying their tasks and takes up their tasks in their absence.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
8.	Takes responsibility over and above the role / tasks assigned.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
9.	Is open / willing to learn new tasks and techniques.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
10.	Has integrity and responsibility to be assigned critical jobs.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
	Part B - Total Scores	_____ Out of 50				

<sup>1</sup> The appraiser needs to provide justification through Critical Incidents if the rating is either "Poor", or "Below Expectation," or "Above Expectation" or "Exceptional."

Table 5.0 Critical Incidents Observed During the Assessment Period

(Critical Incidents are required if the Rating based on actual tasks and targets is less than 40 or greater than 70 and Rating such as Poor, Below Expectation, Above Expectation or Exceptional in Part B. One Critical Incident may be mapped to more than one factor in Part B)

S.No	Date	Description	Degree [Truly Outstanding (+++), Praiseworthy (++), Appreciated (+), Not Expected (-), Serious (--), Very Serious (---)]	Matching with the Appraisal Factor (Tasks / Attitudes and Working Habits)	Appraisee's Response
1.					
2.					
3.					

### **Refining the Performance Planning Template**

The draft performance planning templates were circulated to the departments to seek their feedback. Subsequently, a more refined template for performance planning for a technician employee (See Annexure A) and an administrative employee (See Annexure B) were prepared and circulated to all departments to seek their views on the same.

The improvised template for a technician in Civil Engineering Department focussed on actual tasks and targets rather than being very generic as given in Table 1.0 in Chapter 02.

For instance, the task of a technician in Civil Engineering Lab was defined as “Assisting Faculty and Students in Highway Engineering UG Lab in the following experiments

- a) Determination of Flakiness Index
- b) Determination of Elongation Index
- c) Determination of Angularity Number
- d) Determination of Aggregate Impact Value
- e) Determination of Aggregate Crossing Value

Between January to April 2014 For 60 Students”

The targets for the above task in to be specific in terms of Apparatus to be made functional, Apparatus to be renovated or improved, New Experiments to be added by procurement, New Experiments to be designed and built, realignment of existing hardware and furniture, improvement in civil / electrical work, preparing and exhibiting posters, models in the lab etc., as given below.

- 1) Ensuring the Working Conditions of the Following Equipments / Apparatus
  - a) Compression Testing Machine
  - b) Abrasion Testing Machine
  - c) Marshall Test Apparatus
  - d) Ductility Testing Apparatus for Bitumen
  - e) Hot Air Oven
  - f) Constant Temperature Water Bath



- 2) Ensuring that the following Equipments / Apparatus are to be made functional
  - a. Calibrate the Compression Testing Apparatus
  - b. Calibrate the Probing Rings used for Marshall Test Apparatus
  - c. Procurement of Marshall Test Apparatus
- 3) Ensuring that the following Apparatus is Renovated
  - a. Data Acquisition System for Modified Marshall Test App to be renovated
- 4) Assisting in the following New Experiment to be Added by Design
  - a. Elastic Recovery Test by Improving Ductility Test Apparatus
- 5) Ensuring that the following Civil Work and Electrical Work are completed
  - a. Assisting in Necessary Flooring by KOTA Stone for Working Spaces and Cement Concrete Foundation for Heavy Equipments
  - b. Provision for Better Lighting in the Lab
  - c. Connection of 3 Phase Supply for the Marshall Test Apparatus and Other Equipments to be procured
- 6) Ensuring the following Poster is prepared and displayed in the lab.
  - a. Displaying the Posters illustrating General Marshall Test Characteristics for Bituminous Mixes in the Lab

#### **Guidelines for Implementation of Performance Planning Process**

1. Reporting Officers (appraisers) should take all caution to avoid setting generic tasks and targets as indicated in Table 1.0 of Chapter 02 but take greater effort to set the tasks and targets for the employees (appraisees) which are Specific, Measurable, Achievable, Realistic, and Timely (SMART) as indicated in Annexure A and Annexure B.
2. While setting tasks and targets for technical employees, it is necessary for the reporting officers to specify the name of the M.Tech / Ph.D Project / Sponsored Research / Consulting Project, name of the students / clients assisted and the type of contribution expected from the technician.
3. While setting specific tasks and targets, the reporting officers may also indicate in the performance plan that the employee is required to carry out

- any other task assigned by the reporting officer based on the job requirements or institute's requirements.
4. Apart from the tasks and targets, the indicators were also proposed to be in specific in terms of quantity and/or quality and/or time so as to evaluate the employee's performance based on achievement of actual tasks and targets precisely during performance assessment.
  5. It is also proposed that the entire performance appraisal process starting from goal setting to performance assessment be automated through a sophisticated online appraisal system which would provide flexibility in performance planning, transparency, speed and accuracy in performance assessment.
  6. The online performance assessment system should provide for the Head of the Departments and Head of Officers to assign the reporting officers for each employee.
  7. The tasks, targets, indicators / criteria should be finalized by the reporting officers in consultation with the employee and they should be uploaded online in the performance appraisal system.
  8. The online performance appraisal system should have the provision which enable the employee to review the performance plan and accept the same by giving his consent through clicking the link "Accept."
  9. Similarly, Head of the Departments / Head of Officers, in their capacity as Reviewers, should be able to approve the performance plan online or suggest to the reporting officer and the employee to make changes in tasks, targets, indicators / criteria, score allotted for a particular task / target if necessary. It is proposed that the employees reporting to Director or Deputy Director or Registrar, the same officials will act as Reporting Officer as well as Reviewing Officer.
  10. The online performance would have provisions for Mid Year Targets. It is mandatory for the reporting officers to provide for justification if the targets are revised upwards or downwards. While introducing new tasks / targets, the reporting officer should recast the scores among all the tasks and targets so as to ensure that the total score does not exceed 100.

11. It is also proposed that any such revision should be approved by Reviewers i.e., HODs / HOOs. When HODs / HOOs are the reporting officers, they need not require any approval from above but need to provide justification for revising the targets.

#### Guidelines for Performance Assessment

12. During the performance assessment, the reporting officer would evaluate performance of the employee against the actual tasks and targets achieved by the employee and provide scores out of the total allotted scores. The reporting officer would also highlight the positive or negative factors that affected the employee performance in carrying out a particular task wherever necessary.
13. In order to regulate the extreme ratings by appraisers, it is proposed that the appraisers must provide justifications through critical incidents when the overall rating based on achievement of actual tasks and targets is less than 40 or more than 70.
14. Similarly, the appraisers must provide justifications through critical incidents when they rate the appraisee on any dimension other than "As Expected." It essentially means that when appraisers rate an employee as either "Poor" or "Below Expectation" or "Above Expectation" or "Exceptional", they need to justify their rating through Critical Incidents as defined in Table 5.0
15. The online performance appraisal should have the provision to link the Critical Incident ratings such as Truly Outstanding (+++), Praiseworthy (++), Appreciated (+), Not Expected (-), Serious (--), Very Serious (---) with the ratings in the KSAB dimension. The linking of critical incidents ratings with the KSAB dimensions would provide clarity to the reporting officer to objectively assess the employee performance in terms of Working Habits and Behaviour.
16. The total scores of the performance assessment should be calculated for 100% by converting the 2/3 score obtained in Part A and 1/3 score obtained in Part B. It is expected that the online appraisal system should automate this process.

17. Both the reporting officer and the employee should have access to the scores. While the reporting officer will have access to view and edit the scores, the employee should have only "Viewing" access.

#### **Guidelines for Moderation**

18. Post Assessment, the Reviewer i.e, HOD / HOO, should have the access the assessment report online and should have the power to moderate the scores by 10% either upwards or downwards, if necessary. However, the Reviewer should provide justification for the same. It is proposed that both the Reporting Officer and the employee should have access to view the scores and justification.
19. Similarly, it is also proposed to introduce a "Moderation Committee" which will have 3 members. They are 1) Dean (Academics) as the Chairman of the Moderation Committee; 2) Registrar as Member Secretary; 3) Head of the Department or Head of Officer for the employee as Invited Ex-Officio Member. The moderation committee will have a member nominated by the Director, as necessary, for employees who are reporting to Dean Academics or Registrar.
20. The online appraisal system should have the flexibility to generate consolidated reports of employees whose scores are either greater than 70 or lower than 40 i.e., extreme rating. The Chairman and Secretary of the moderation committee will have scrutinize the scores for such employees and have authority to normalize the scores, wherever necessary, in consultation with the respective HOD or HOO, who is the invited ex-officio member of the Moderation committee.
21. The Moderation Committee will submit their recommendation to the Director for approval. The Director may either approve their recommendation or give it back to the committee for further review as he would deem necessary.
22. Subject to the approval from the Director, the Moderation Committee shall be vested with the powers to normalize the scores of the whole department,

where extreme ratings are found, or the scores of individual employees as the case may be.

23. It is recommended that the hard copy of the final score with comments should be kept in the files of employees in the establishment section. The online performance appraisal system should be sophisticated enough to maintain all the versions of the performance plan, mid-year assignment / revision, review by HOD / HOO, Review by Moderation Committee etc., It is proposed that the Registrar and the Director will have full access to all the versions of the performance appraisal.

#### **Changing Performance Appraisal Cycle and Guidelines for Using Performance Appraisal Data for Promotion**

At present, NIT, Rourkela's appraisal cycle follows the calendar year i.e., from January to December. It is recommended to change the appraisal cycle to follow the July to June pattern to be in synchronous with academic calendar of the institute.

It is expected that the reporting officers should access the performance of employees at the end of the academic year i.e., during the summer, create the performance plan for the employees and upload the same in the online appraisal system on or before 30<sup>th</sup> June of each year. Once the performance assessment scores are updated, the moderation committee should ideally complete the moderation process within 3 months i.e., latest by September month of each year.

Subsequently, During December or January, the performance assessment scores of the eligible employees for the last 3 years or 5 years, including the current assessment year, could be made available to the Departmental Promotion Committee (DPC) to facilitate the promotion of such employees with prospective effect from July. Once the DPC finalizes the list of candidates to be promoted, the administration can start success planning activities in case of promotion-cum-transfer to ensure smooth transition of responsibilities during the next academic year.

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# NATIONAL INSTITUTE OF TECHNOLOGY ROURKELA

## ANNUAL PERFORMANCE APPRASISAL RECORD

for

STAFF

Period of Appraisal – 1<sup>st</sup> July, 201\_ to 30<sup>th</sup> June, 201\_

### DETAILS OF THE APPRASISEE AND THE APPRAISERS

(To be taken from employee database)

Details of the Appraisee				
Name:		Mr. A1		
Employee Code:		0121		
Designation:		Technician		
Category of Employee		<input type="checkbox"/> Officer (Gen) <input type="checkbox"/> Officer (Tech) <input type="checkbox"/> Technical (HG) <input type="checkbox"/> Technical (LG) <input type="checkbox"/> Ministerial (HG) <input type="checkbox"/> Ministerial (LG) <input type="checkbox"/> Multitasking Staff		
Department / Section:		CIVIL ENGINEERING DEPARTMENT		
Name of the Head of the Department:		Mr. MP		
Date of Joining the Institute:		10-10-2005		
Date of Joining the Present Department / Section:		10-10-2010		
Date of Appointment to the Present Grade:		10-10-2012		
Details of the Reviewer to be uploaded by HOD(1 <sup>st</sup> ) and Establishment Section (2 <sup>nd</sup> )				
Sl. No.	Name	Employee Code	Designation	Dept / TSU
1 <sup>st</sup>	Mr. Y	034	Assistant Professor	Civil Engineering

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## Part D - PERFORMANCE PLAN for Next Year

Sl.No.	Tasks	Targets	Indicators / Criteria	Allotted Points (Out of 100)
1.	<p>Assisting Faculty and Students in Highway Engineering UG Lab in the following Experiments</p> <p>a) Determination of Flakiness Index b) Determination of Elongation Index c) Determination of Angularity Number d) Determination of Aggregate Impact Value e) Determination of Aggregate Crossing Value</p> <p>Between January to April 2014</p> <p>For 60 Students</p>	<p>1) Ensuring the Working Conditions of the Following Equipments / Apparatus</p> <p>a) Compression Testing Machine b) Abrasion Testing Machine c) Marshall Test Apparatus d) Ductility Testing Apparatus for Bitumen e) Hot Air Oven f) Constant Temperature Water Bath</p> <p>2) Ensuring that the following Equipments / Apparatus are to be made functional</p> <p>a. Calibrate the Compression Testing Apparatus b. Calibrate the Probing Rings used for Marshall Test Apparatus c. Procurement of Marshall Test Apparatus</p> <p>3) Ensuring that the following Apparatus is Renovated</p> <p>a. Data Acquisition System for Modified Marshall Test App to be renovated</p> <p>4) Assisting in the following New Experiment to</p>	<p>No of Equipments Not Functioning During the Term Should be Reduced Significantly</p> <p>These equipments / apparatus should be ready before Jan 2014</p> <p>To be done before Jan 2014</p>	20

Sl.No.	Tasks	Targets	Indicators / Criteria	Allotted Points (Out of 100)
		<p>be Added by Design</p> <p>a. Elastic Recovery Test by Improving Ductility Test Apparatus</p> <p>5) Ensuring that the following Civil Work and Electrical Work are completed</p> <p>a. Assisting in Necessary Flooring by KOTA Stone for Working Spaces and Cement Concrete Foundation for Heavy Equipments</p> <p>b. Provision for Better Lighting in the Lab</p> <p>c. Connection of 3 Phase Supply for the Marshall Test Apparatus and Other Equipments to be procured</p> <p>6) Ensuring the following Poster is prepared and displayed in the lab.</p> <p>a. Displaying the Posters illustrating General Marshall Test Characteristics for Bituminous Mixes in the Lab</p>	To be done before Jan 2014 and quality of flooring and electrical work should be ensured	
2.	<p>Assisting Faculty and Students in Highway Concrete Engineering PG Lab in the following Course</p> <p>Transportation Engineering Design Practice</p>	<p>1) Ensuring that the following Equipments / Apparatus are to be made functional</p> <p>a. Repeated Load Indirect Tensile Test Apparatus to be made functional by procuring and connecting the Data Acquisition System with Software</p> <p>b. Brookfield Viscosity Test Apparatus to</p>	Quotes to be received from reputed suppliers and processed with adequate consideration to cost, quality, lead time in procurement and after sales service.	20



Sl.No.	Tasks	Targets	Indicators / Criteria	Allotted Points (Out of 100)
	From January to April 2014 For 20 Students	<p>be made functional by procuring and replacing a keypad.</p> <p>2) Assisting in the following New Experiment by Procurement</p> <ul style="list-style-type: none"> <li>a. Determination of Permeability Characteristics of Bituminous Mixes by Procuring Asphalt Permeameter</li> <li>b. Recovery of Bitumen from field to determine the aging characteristic of recovery Bitumen by procuring Rotary Evaporator.</li> </ul> <p>3) Assisting in following New Experiment to be Added by Design</p> <ul style="list-style-type: none"> <li>a. Determination of Fatigue Life of Bituminous Mixes by Providing Counters to the Repeated Load Test Setup</li> </ul> <p>4) Ensuring that the following Posters are prepared and displayed in the lab.</p> <ul style="list-style-type: none"> <li>a. Display of Rheological Characteristics of Bitumen Poster in the Lab</li> <li>b. Display of Temperature Susceptibility Properties of Bitumen Poster in the Lab</li> </ul>		

Sl.No.	Tasks	Targets	Indicators / Criteria	Allotted Points (Out of 100)
3.	Assisting in Faculty and Students in M.Tech. Projects  2 Students in M.Tech Projects	1) Assisting in "Sulfur Modified Bituminous Mixes" M.Tech Project for Aditya Kumar Das by <ol style="list-style-type: none"> <li>Procurement of Temperature Controller</li> <li>Procurement of Vessel</li> <li>Modification of Vessel for Stirring Arrangement</li> <li>Connecting Temperature Controller with Hot Plate to maintain constant temperature of Bitumen in Vessel</li> </ol> 2) Assisting In "Measurement of Pavement of Roughness" M.Tech Project for Jyoti Biraj Das by <ol style="list-style-type: none"> <li>Measuring the roughness of existing roads with existing equipments in the field</li> <li>Measurements of roughness of same road in the field by taking levels through survey equipment</li> <li>Developing an equipment comprising of normal Bicycle fitted with sensors and displays</li> </ol>		20
4.	Assisting Faculty and Students in Ph.D. Projects  2 Ph.D. Students	1) Assisting in "Use of Recycled Concrete Aggregates in Bituminous Mixes" Ph.D. Project for Jyoti Prakash Giri <ol style="list-style-type: none"> <li>Assisting in Procurement of Dilapidated</li> </ol>		20

Sl.No.	Tasks	Targets	Indicators / Criteria	Allotted Points (Out of 100)
		<p>Concrete from different sources</p> <p>b. Arrangement of taking Coarse from Concrete Blocks collected and testing for their quality</p> <p>c. Assisting in Crushing of Concrete Blocks and Grading them to Suitable Sizes.</p> <p>d. Testing different Parameters required for Bituminous Mixes as Aggregates</p> <p>2) Assisting in "Reclamation of Existing Field Bituminous Paving Mixes" Ph.D. Project for Siddhartha Purohit by</p> <p>a. Collection of discarded Bituminous Mixes in the field</p> <p>b. Separating Aggregates and Bitumen from the field</p> <p>c. Assisting in Determination of Engineering Properties of Individual Materials</p> <p>d. Procurement of Rotary Evaporator for recovery of Bitumen from the Mixes</p> <p>e. Assisting in Supply of necessary Materials for rejuvenating the old Mixes</p>		
5.	<p>Assisting in Sponsored Project</p> <p>1 Sponsored Project from Department of Rural Development, Govt. of Odisha</p>	<p>1) Assisting in "Rural Roads Pavement Performance Study" by</p> <p>a. Assisting in Procurement of Constituent Materials from different layers at</p>		10

Sl.No.	Tasks	Targets	Indicators / Criteria	Allotted Points (Out of 100)
		different locations from different roads b. Assisting in Determining the Engineering Properties of Procured Materials c. Assisting in Determination of Density of respective materials in the field and comparing with those in the lab. d. Determination of Roughness of selected pavement stretches e. Collection of traffic data		
6.	Service to Users Outside the Lab	1) Testing of all types of construction materials used in construction works in NIT-R Campus		10
7.	Apart from the above, any other task assigned by the reporting officer based on the job requirements or institute's requirements			
			Total	100

Please state as how the appraiser is going to facilitate the achievement of the above targets of the appraise and development of the appraise for the coming year (Not more than 150 words). Please be precise and concise.

## Part E – Mid Year Assignment and / or Revision of Tasks and Targets - OPTIONAL

Sl.No.	Tasks	Targets [ Original (O) / New (N) / Revised (N) Targets] (Indicate O / R / N ) and Reason for Revision	Indicators / Criteria	Allotted . Points
1.	Assisting Faculty and Students in Highway Engineering UG Lab in the following Experiments	Original Target (O)	---	20
2.	Assisting Faculty and Students in Highway Concrete Engineering PG Lab in the following Course	Original Target (O)		20
3.	Assisting in Faculty and Students in M.Tech. Projects	Original Target (O)		20
4.	Assisting Faculty and Students in Ph.D. Projects	Original Target (O)		20
5.	Assisting in Sponsored Project	Original Target (O)		10
6.	Service to Users Outside the Lab	Revised Target (R) 1. Testing of different materials supplied by Tata Projects (This new target is added to the following targets) 2. Testing of all types of construction materials used in construction works in the campus		10
	Apart from the above, any other task assigned by the reporting officer based on the job requirements or institute's requirements			
			Total	100

## Part A - PERFORMANCE ASSESSMENT

Sl.No.	Tasks	Targets	% Targets Achieved	Factors Affecting Performance (Both Positive and Negative)	Allotted Points Vs Points Scored
1.	<p>Assisting Faculty and Students in Highway Engineering UG Lab in the following Experiments</p> <p>f) Determination of Flakiness Index g) Determination of Elongation Index h) Determination of Angularity Number i) Determination of Aggregate Impact Value j) Determination of Aggregate Crossing Value</p> <p>Between January to April 2014</p> <p>For 60 Students</p>	<p>1) Ensuring the Working Conditions of the Following Equipments / Apparatus</p> <p>a) Compression Testing Machine b) Abrasion Testing Machine c) Marshall Test Apparatus</p> <p>2) Ensuring that the following Equipments / Apparatus are to be made functional</p> <p>3) Ensuring that the following Apparatus is Renovated</p> <p>4) Assisting in the following New Experiment to be Added by Design</p> <p>5) Ensuring that the following Civil Work and Electrical Work are completed</p> <p>6) Ensuring the following Poster is prepared and displayed in the lab.</p>	90%		18/20

Sl.No.	Tasks	Targets	% Targets Achieved	Factors Affecting Performance (Both Positive and Negative)	Allotted Points Vs Points Scored
2.	<p>Assisting Faculty and Students in Highway Concrete Engineering PG Lab in the following Course</p> <p>Transportation Engineering Design Practice</p> <p>From January to April 2014</p> <p>For 20 Students</p>	<p>1) Ensuring that the following Equipments / Apparatus are to be made functional</p> <p>a. Repeated Load Indirect Tensile Test Apparatus to be made functional by procuring and connecting the Data Acquisition System with Software</p> <p>2) Assisting in the following New Experiment by Procurement</p> <p>a. Determination of Permeability Characteristics of Bituminous Mixes by Procuring Asphalt Permeameter</p> <p>3) Assisting in following New Experiment to be Added by Design</p> <p>a. Determination of Fatigue Life of Bituminous Mixes by Providing Counters to the Repeated Load Test Setup</p> <p>4) Ensuring that the following Posters are prepared and displayed in the lab.</p> <p>a. Display of Rheological Characteristics of Bitumen Poster in the Lab</p>	80%		16/20

Sl.No.	Tasks	Targets	% Targets Achieved	Factors Affecting Performance (Both Positive and Negative)	Allotted Points Vs Points Scored
3.	Assisting in Faculty and Students in M.Tech. Projects  2 Students in M.Tech Projects	1) Assisting in "Sulfur Modified Bituminous Mixes" M.Tech Project for Aditya Kumar Das by a. Procurement of Temperature Controller b. Procurement of Vessel  2) Assisting in "Measurement of Pavement of Roughness" M.Tech Project for Jyoti Biraj Das by a. Measuring the roughness of existing roads with existing equipments in the field	75%		15/20
4.	Assisting Faculty and Students in Ph.D. Projects  2 Ph.D. Students	1) Assisting in "Use of Recycled Concrete Aggregates in Bituminous Mixes" Ph.D. Project for Jyoti Prakash Giri a. Assisting in Procurement of Dilapidated Concrete from different sources 2) Assisting in "Reclamation of Existing Field Bituminous Paving Mixes" Ph.D. Project for Siddhartha Purohit by a. Collection of discarded Bituminous Mixes in the field b. of Engineering Properties of Individual Materials	85%		17/20



Sl.No.	Tasks	Targets	% Targets Achieved	Factors Affecting Performance (Both Positive and Negative)	Allotted Points Vs Points Scored
5.	Assisting in Sponsored Project  1 Sponsored Project from Department of Rural Development, Govt. of Odisha	1) Assisting in "Rural Roads Pavement Performance Study" by a. Assisting in Procurement of Constituent Materials from different layers at different locations from different roads	70%		7/10
6.	Service to Users Outside the Lab	Revised Target (R) 1. Testing of different materials supplied by Tata Projects (This new target is added to the following targets) 2) Testing of all types of construction materials used in construction works in NIT-R Campus	80%		8/10
				Total	81
Please comment on the factors that supported or obstructed the achievement of planned targets and the steps proposed for next year (Not more than 300 words). Please be precise and concise.					

### Part – B: Attitude and Working Habits of Appraisee

Please Appraise the Employee on the Following Dimensions:

(1= Poor; 2 = Below Expectation; 3 = As Expected; 4 = Above Expectation; 5 = Exceptional) <sup>1</sup>

S.No	Description	Poor 1	Below Expectation 2	As Expected 3	Above Expectation 4	Exceptional 5
1.	Reports to work in time and remains engaged throughout the day.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
2.	Maintains his workplace organized, neat and tidy.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
3.	Is courteous to students, staff and visitors in his dealings	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
4.	Plans and organizes tasks himself with minimal support.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
5.	Completes the assigned tasks accurately giving attention to details.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
6.	Completes the assigned tasks in time without reminders.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
7.	Assists others in carrying their tasks and takes up their tasks in their absence.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
8.	Takes responsibility over and above the role / tasks assigned.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
9.	Is open / willing to learn new tasks and techniques.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
10.	Has integrity and responsibility to be assigned critical jobs.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Part B - Total Scores		_____ Out of 50				

Total Scores of Part A and Part B = \_\_\_\_\_ % (Out of 100%)

<sup>1</sup> The appraiser needs to provide justification through Critical Incidents if the rating is either "Poor", or "Below Expectation," or "Above Expectation" or "Exceptional."

### Part C – Critical Incidents Observed During the Assessment Period

(Critical Incidents are required if the Rating based on actual tasks and targets is less than 40 or greater than 70 and Rating such as Poor, Below Expectation, Above Expectation or Exceptional in Part B. One Critical Incident may be mapped to more than one factor in Part B)

S.No	Date	Description	Degree [Truly Outstanding (+++), Praiseworthy (++), Appreciated (+), Not Expected (-), Serious (--), Very Serious (---)]	Matching with the Appraisal Factor (Tasks / Attitudes and Working Habits)	Appraisee's Response
1.					
2.					
3.					



# NATIONAL INSTITUTE OF TECHNOLOGY ROURKELA

## ANNUAL PERFORMANCE APPRAISAL RECORD

for

STAFF

Period of Appraisal – 1<sup>st</sup> July, 201\_ to 30<sup>th</sup> June, 201\_

### DETAILS OF THE APPRAISEE AND THE APPRAISERS

(To be taken from employee database)

Details of the Appraisee				
Name:		Mr. F		
Employee Code:		115		
Designation:				
Category of Employee		<input type="checkbox"/> Officer (Gen) <input type="checkbox"/> Officer (Tech) <input type="checkbox"/> Technical (HG) <input type="checkbox"/> Technical (LG) <input type="checkbox"/> Ministerial (HG) <input type="checkbox"/> Ministerial (LG) <input type="checkbox"/> Multitasking Staff		
Department / Section:		ACADEMIC DEPARTMENT (RESEARCH UNIT)		
Name of the Head of the Department:		Mr. T		
Date of Joining the Institute:		10-09-1999		
Date of Joining the Present Department / Section:		10-10-2000		
Date of Appointment to the Present Grade:		10-10-2005		
Details of the Appraisers to be uploaded by HOD(1 <sup>st</sup> ) and Establishment Section (2 <sup>nd</sup> )				
Sl. No.	Name	Employee Code	Designation	Dept / TSU
1 <sup>st</sup>	Mr. A	291	ASSISTANT REGISTRAR	RESEARH UNIT
2 <sup>nd</sup>	Mr. U	134	REGISTRAR	NIT-R

## Part D - PERFORMANCE PLAN for Next Year

Sl.No.	Tasks	Targets	Indicators / Criteria	Allotted Points (Out of 100)
1.	Planning for Senate Meeting	1) Preparation of Agenda for Senate Meeting for 4 to 6 Times a year	Preparation of Agenda for Each Senate Meeting before 1 month of the meeting	20
2.	Planning and Coordinating Convocation	1) Preparing Degree Recipients List, Medal Winners List, Verifying the Correct Spelling of Students' Names and their Degrees 2) Ensuring the availability of materials for Certification Printing 3) Seeking Quotations for Certification Printing and Finalizing the Work Order 4) Delivering Printing Materials and Receiving Printed Certificates 5) Checking and Ensuring the Correctness of Printed Certificates 6) Correcting Mistakes, if any, within a Week 7) Receiving Certificate Folders, inserting Certificates and stalking them branch-wise 8) Printing of Convocation Proceeding Documents 9) Registering Students for Convocation in person and preparation for rehearsal 10) Stalking of Certificates in actual sequence of the registered students 11) Coordination during Convocation	By 30th August  By 31st July  By 31st October  By 30th November  Within a Week's Time from Receiving the Certificates By 30th December  By 10th January One day before Convocation By previous evening of the convocation Smooth event	30

Sl.No.	Tasks	Targets	Indicators / Criteria	Allotted Points (Out of 100)
		12) Post-convocation Activity like collecting and returning gowns to vendor, submitting bills to Professor-In-Charge	management Within one month's time	
3.	Coordinating Evaluation of Theses of Research Scholars.	1) Processing Synopses and Theses of Research Scholars and forward it to Dean Academics 2) Sending the thesis of research scholars to examiners and receiving exam report and forward the same to Dean Academics	Within 3 days of receipt of thesis Within 2 days of receipt	10
4.	Updating and Verifying Online Student Database	1) Verifying the online database with hard file for 5000 students in collaboration with others 2) Updating online database for UG Programmes Department-wise for 3000 students 3) Updating online database for PG Programmes department-wise for 1500 students 4) Updating Ph.D. / M.Tech Research	Checking for Accuracy of Revised Data through multiple methods By 3 Months Within 45 Days By 1 Month	20
5.	Handling Outside Exams	1) Handling Joint Entrance Examination (JEE) by a. Preparing Seating Chart for the Exam b. Getting Willingness of Invigilators and Preparing Invigilation Chart and Schedule c. Distributing Remuneration for Invigilators	Within a week Within a week	10

Sl.No.	Tasks	Targets	Indicators / Criteria	Allotted Points (Out of 100)
		d. Submitting Final Bills for Payment and Settlement	Within 15 Days	
6.	Enhancing Personal Effectiveness	1) Attending A Training Programme on Team Building by XYZ Institution		10
	Apart from the above, any other task assigned by the reporting officer based on the job requirements or Institute's requirements.			
			Total	100

Please state as how the appraiser is going to facilitate the achievement of the above targets of the appraise and development of the appraise for the coming year (Not more than 150 words). Please be precise and concise.

## Part E – Mid Year Assignment and / or Revision of Tasks and Targets - OPTIONAL

Sl.No.	Tasks	Targets [ Original (O) / New (N) / Revised (N) Targets] (Indicate O / R / N ) and Reason for Revision	Indicators / Criteria	Allotted Points
1.	Planning for Senate Meeting	Original Target (O)	---	20
2.	Planning and Coordinating Convocation	Original Target (O)		30
3.	Coordinating Evaluation of Theses of Research Scholars.	Original Target (O)		10
4.	Updating and Verifying Online Student Database	Original Target (O)		20 .
5.	Handling Outside Exams	Revised Target (R) 1. Coordinating Indian Institute of Banking Finance Exam (In addition to the following target) 2. Handling Joint Entrance Examination (JEE)		10
6.	Enhancing Personal Effectiveness	Original Target (O)		10
	Apart from the above, any other task assigned by the reporting officer based on the job requirements or institute's requirements			
			Total	100



## Part A - PERFORMANCE ASSESSMENT

Sl.No.	Tasks	Targets	% Targets Achieved	Factors Affecting Performance (Both Positive and Negative)	Allotted Points Vs Points Scored
1.	Planning for Senate Meeting	1) Preparation of Agenda for Senate Meeting for 4 to 6 Times a year	90%		18/20
2.	Planning and Coordinating Convocation	1) Preparing Degree Recipients List, to 2) Post-convocation Activity like collecting and returning gowns to vendor, submitting bills to Professor-In-Charge	80%		24/30
3.	Coordinating Evaluation of Theses of Research Scholars.	1) Processing Synopses and Theses of Research Scholars and forward it to Dean Academics	80%		8/10
4.	Updating and Verifying Online Student Database	1) Verifying the online database with hard file for 5000 students in collaboration with others	85%		17/20
5.	Handling Outside Exams	Revised Target (R) 1. Coordinating Indian Institute of Banking Finance Exam (In addition to the following target) 2. Handling Joint Entrance Examination (JEE)	90%		9/10
6.	Enhancing Personal Effectiveness	2) Attending A Training Programme on Team Building by XYZ Institution	100%		10/10

Sl.No.	Tasks	Targets	% Targets Achieved	Factors Affecting Performance (Both Positive and Negative)	Allotted Points Vs Points Scored
				Total	86/100
Please comment on the factors that supported or obstructed the achievement of planned targets and the steps proposed for next year (Not more than 300 words). Please be precise and concise.					

### Part – B: Attitude and Working Habits of Appraisee

Please Appraise the Employee on the Following Dimensions:

(1= Poor; 2 = Below Expectation; 3 = As Expected; 4 = Above Expectation; 5 = Exceptional)<sup>1</sup>

S.No	Description	Poor	Below Expectation	As Expected	Above Expectation	Exceptional
1.	Reports to work in time and remains engaged throughout the day.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
2.	Maintains his workplace organized, neat and tidy.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
3.	Is courteous to students, staff and visitors in his dealings	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
4.	Plans and organizes tasks himself with minimal support.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
5.	Completes the assigned tasks accurately giving attention to details.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
6.	Completes the assigned tasks in time without reminders.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
7.	Assists others in carrying their tasks and takes up their tasks in their absence.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
8.	Takes responsibility over and above the role / tasks assigned.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
9.	Is open / willing to learn new tasks and techniques.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
10.	Has integrity and responsibility to be assigned critical jobs.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Part D - Total Scores		_____ Out of 50				

Total Scores of Part A and Part B = \_\_\_\_\_ % (Out of 100%)

<sup>1</sup> The appraiser needs to provide justification through Critical Incidents if the rating is either "Poor", or "Below Expectation," or "Above Expectation" or "Exceptional."

### Part C – Critical Incidents Observed During the Assessment Period

(Critical Incidents are required if the Rating based on actual tasks and targets is less than 40 or greater than 70 and Rating such as Poor, Below Expectation, Above Expectation or Exceptional in Part B. One Critical Incident may be mapped to more than one factor in Part B)

S.No	Date	Description	Degree [Truly Outstanding (+++), Praiseworthy (++), Appreciated (+), Not Expected (-), Serious (--), Very Serious (---)]	Matching with the Appraisal Factor (Tasks / Attitudes and Working Habits)	Appraisee's Response
1.					
2.					
3.					

राष्ट्रीय प्रौद्योगिकी संस्थान, राउरकेला  
NATIONAL INSTITUTE OF TECHNOLOGY,  
ROURKELA



*Minutes*  
*Senate Meeting*

MEETING No. : 47<sup>th</sup> Senate Meeting  
DATE : 23.12.2013 (Monday), 03.01.2014 (Friday),  
04.01.2014 (Saturday), 08.01.2014 (Wednesday)  
TIME : 9.30 AM  
VENUE : New Senate Hall, NIT, Rourkela

To,

Deptt./Centre:



राष्ट्रीय प्रौद्योगिकी संस्थान, राउरकेला  
National Institute of Technology, Rourkela

Minutes of the 47<sup>th</sup> meeting of the Senate of the Institute held on 23.12.2013 (Monday), 03.01.2014 (Friday), 04.01.2014 (Saturday), 08.01.2014 (Wednesday) in the New Senate Hall, N.I.T., Rourkela.

Members present:

1. Prof. Sunil Kr Sarangi, Director	-	Chairman, Senate
2. Er. S. K. Upadhyay, Registrar	-	Secretary, Senate
3. Prof. (Mrs.) Kalyani Mishra, Reader Government Autonomous College, Rourkela.	-	Member
4. Prof. B. K. Mishra, Department of Chemistry, Sambalpur University, Jyoti Vihar, Sambalpur, Odisha.	-	Member
5. Prof. (Mrs) Krishna Parmanik, BM	-	Member
6. Prof. K.C. Patra, CE	-	Member
7. Prof. M. Panda, CE	-	Member
8. Prof. N. Roy, CE	-	Member
9. Prof. S.P. Singh, CE	-	Member
10. Prof. S. K. Sahu, CE	-	Member
11. Prof. C R Patra, CE	-	Member
12. Prof. Ramakar Jha, CE	-	Member
13. Prof. S.K. Agarwal, CH	-	Member
14. Prof. R. K. Singh, CH	-	Member
15. Prof. S.K. Rath, CS	-	Member
16. Prof. S.K. Jena, CS	-	Member
17. Prof. B. Majhi, CS	-	Member
18. Prof. S. Bhattacharya, CR	-	Member
19. Prof. K.K. Mohapatra, EC	-	Member
20. Prof. S.K. Patra, EC	-	Member
21. Prof. S. Meher, EC	-	Member
22. Prof. B. Subudhi, EE	-	Member
23. Prof. A. K. Panda, EE	-	Member
24. Prof. A. Behera, MA	-	Member
25. Prof. G.K. Panda, MA	-	Member
26. Prof. Snehashish Chakravarty, MA	-	Member
27. Prof. K. C. Pati, MA	-	Member
28. Prof. R.K. Sahoo, ME	-	Member
29. Prof. K.P. Maity, ME	-	Member

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30. Prof. S.S. Mohapatra , ME	-	Member
31. Prof. D.R.K. Parhi, ME	-	Member
32. Prof. S. K. Sahoo, ME	-	Member
33. Prof. P.K. Ray, ME	-	Member
34. Prof. S. K. Acharya, ME	-	Member
35. Prof. B.B. Verma, MM	-	Member
36. Prof. B.K. Pal, MN	-	Member
37. Prof. S. Jayanthu, MN	-	Member
38. Prof. S. Panigrahi , PH	-	Member
39. Prof. B.B. Biswal, ID	-	Member
40. Prof. H. K. Nayak, Head, MN	-	Invitee
41. Prof. S. K.Pratihar, Head, CR	-	Invitee
42. Prof. (Ms.) B. Patnaik, Head, HS	-	Invitee
43. Prof. D. K. Bisoyi, Head, PH	-	Invitee
44. Prof. N. Panda, Head, CY	-	Invitee
45. Prof. S. K. Patra, Head, LS	-	Invitee
46. Prof. C. K. Sahoo, Head, SM	-	Invitee
47. Mr. B. Acharya, Dy. Registrar (Academic)	-	Invitee
48. Mr. M Anand Babu, Asst. Registrar (Academic),	-	Invitee
49. Ms. Ellora Padhi, Roll No.212CE4491, M. Tech, CE	-	Invitee

**Members Absent:**

1. Prof. Sidhartha Mukhopadhyay Department of Electrical Engineering, IIT, Kharagpur – 721 302	-	Member
2. Prof. K. C. Biswal, CH	-	Member
3. Prof. P. Rath, CH	-	Member
4. Prof. J. K. Satapathy, EE	-	Member
5. Prof. D.G. Sahoo, MA	-	Member
6. Prof. B.K. Nanda, ME	-	Member
7. Prof. U.K. Mohanty, MM	-	Member
8. Prof. B.C. Ray, MM	-	Member
9. Prof. S.C. Mishra, MM	-	Member
10. Prof. D. P. Tripathy, MN	-	Member
11. Sri Samarersh Pradhan, Roll No.711MN1145, M. Tech, MN	-	Invitee

Leave of absence was approved for all members absent.

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2013-47-Senate-01: Welcome to the members and invitees by the Chairman.

*The Chairman welcomed all Senators and Invitees.*

**PART - I: WITH STUDENT INVITEES**

**2013-47-Senate-02:** To confirm the minutes (Part – I) of 46<sup>th</sup> meeting of the Senate held on 08.10.2013 (Tuesday).

The draft minutes (Part – I) of 46<sup>th</sup> meeting of the Senate, provisionally approved by the Chairman, Senate were circulated to all members. Since no comments/suggestions on the correctness of the recording of the minutes have been received from any member, Senate confirmed the minutes.

**2013-47-Senate-03:** Report on Action Taken on the decision of 46<sup>th</sup> meeting (Part – I) of the Senate held on 08.10.2013.

The report on the action taken on the decisions made in the 46<sup>th</sup> meeting (Part-I) of the Senate held on 08.10.2013 was given in the Annexure-A1 for information of the Senate.

*The Senate noted the above.*

[Annexure - A1, Pg. No. 14]

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

**2013-47-Senate-04:** Proposal for changes in the B. Tech regulations [Deferred Item]:

Proposal for changes in the B. Tech regulations was put up to the Senate for approval.

*The Senate approved the proposal with changes as given in the annexure.*

[Annexure - A2, by e-mail]

**2013-47-Senate-05:** Proposal for changes in the regulations for Research programmes:

Proposal for changes in the regulations of Research programmes was put up to the Senate for approval.

*The Senate approved the proposal with changes as given in the annexure.*

[Annexure - A3, by e-mail]

**2013-47-Senate-06:** Proposal for changes in the M.Tech regulations:

Proposal for changes in the M.Tech regulations was put up to the Senate for approval.

*The Senate approved the proposal with changes as given in the annexure.*

[Annexure - A4, by e-mail]

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**2013-47-Senate-07: Proposal for changes in the regulations for M.Sc.(2 Yr), MA and MBA programmes:**

Proposal for changes in the regulations for M.Sc.(2 Yr), MA and MBA programmes was put up to the Senate for approval.

*The Senate approved the proposal with changes as given in the annexure.*

[Annexure - A5, by e-mail]

**2013-47-Senate-08: Report of the committee formed to look into various new programmes (UG+PG) in all departments [Deferred Item]:**

The report of the committee on intake capacity and admission procedure for newly opened UG and PG programmes was put up on the table for consideration of the Senate.

*The item was deferred.*

**2013-47-Senate-09: Curriculum and Syllabus of B.Arch. programme:**

The department of Planning and Architecture had submitted the proposal on Curriculum and Syllabus of B.Arch. programme vis-à-vis recommendation of Council of Architect and the same was given in the annexure.

The Senate approved the proposal and decided to implement the same from the Spring semester, 2013-14.

[Annexure – A6, Pg. No. 15]

**2013-47-Senate-10: Discussion on Report of Chairman, Curriculum Committee on M. Tech Programme on Safety Engineering in collaboration with MDC, Bhubaneswar.**

Then report of Curriculum Development Committee was put up on the table for consideration of the Senate.

The Senate deliberated on the report in detail and decided the following:

- i) The curriculum was approved in principle. However, the Senate resolved to have a meeting with Industry representatives, MDC and NIT faculty for review; changes, if any, to be done before July 2014.
- ii) Draft MOU to be finalized by Dean (Academic) and Registrar with MDC and approved by Chairman, Senate before being placed to BOG for its approval.

[Annexure – A7, Pg. No. 18]

**2013-47-Senate-11: Revised Policy on the fee payment by the students and reconciliation:**

The proposal for revised policy on the fee payment by the students and reconciliation is put up to the Senate for approval. Senate approved the new policy as given below.

Existing Policy: The policy is given in the Annexure.

[Annexure – A8, Pg. No. 44]

### New Policy:

The following principles are applicable to all students of all programmes.

1. All fees are payable on line ON or BEFORE the designated date of UG/PG registration in each semester.
2. Research students will normally pay semester fees along with PG students, even if their registration dates may be different.
3. Students registering late, except for those who are being admitted to a programme for the first time, need to pay the fees in time or pay a late fee along with semester dues.
4. The Institute will maintain a demand record on-line for every student, as well as a payment record. A student or his parents/guardians need to pay dues as per demand record within stipulated dates, failing which late fee will be applicable.
5. Institute dues need not be cleared for doing semester registration.
6. But dues must be cleared to avail the following services from the institute:
  - a) Referral of names to T & P Centre for campus placement.
  - b) Issue of transcripts/ certificates for employment or admission outside the institute, except for those to secure a bank loan, scholarship or other financial support.
  - c) Financial support including referrals for travelling outside the Institute for attending conferences or student programmes.
7. Late payment fee will be calculated as follows:
  - a) Students who cannot pay the semester fee by the due date can pay with a late fee within a month from the date of registration without permission. Beyond one month, defaulting students may be given another two months time on written request from their parents. Such students/parents will be advised to avail study loan from banks. If students still fail to pay, their registration will automatically be cancelled unless otherwise permitted by the authority.
  - b) Students who are getting scholarships or bank loan, if can't pay by the due date will be given time till registration date of next semester for payment of semester fee, beyond which their registration will automatically be cancelled unless otherwise permitted by the authority.
  - c) In both above cases, a late fee of Rs. 1000/- will be imposed.
8. Late payment fee is not a fine. Paying fees late will not be counted as a misconduct by the student. It cannot be waived, except when the delay is caused directly by administrative fault of the fee collection process e.g. computer failure or error in demand record of the student. Weak financial condition of the parents, failure to arrange money, delay in release of scholarship or bank loan will not count as sufficient reason for waiving late fees.
9. Students enjoying institute fellowship (e.g. GATE scholarship in M. Tech, Institute fellowship in Ph.D.) awarded at the time of admission may claim reimbursement of late fee on case to case basis if these fellowships are not released by the institute before the due date of paying fees due to administrative failure. Delays caused at department level will not qualify for this exemption. This facility is also not available to students enjoying project fellowships, external scholarships or scholarships offered midway in career.
10. Dean (AC) will be the competent authority to approve exemption of late fee within clauses 8 to 9 above, if he perceives direct administrative lapse by the institute.

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11. Students permitted by the institute to travel within India or abroad need to meet their fee obligations like others without concession.
12. The institute will strive to remind students & parents about the status of their dues payment; but absence of or delay in such communication will not constitute a ground for not paying dues in time.
13. Automation Cell will generate computer programs to implement the complete student financial portal. Academic Section will be responsible for administration of all transactions except when explicitly specified otherwise.

### STUDENT FINANCIAL RECORD

1. Name of student: \_\_\_\_\_ 2. Roll No. \_\_\_\_\_
3. Date of Admission : \_\_\_\_\_ 4. Scholarship : Name of scholarship : \_\_\_\_\_  
Source of scholarship: \_\_\_\_\_  
Amount ( ₹ per month): \_\_\_\_\_

#### A. Current Fee Demand (Computer generated)

<b>Current Semester</b>	Date: _____
Balance due at beginning of semester (on or before < _____ > : ₹ _____	
If paid before < _____ (end of month) > ₹ _____	
etc fill till end of semester : ₹ _____	

#### B. Demand and Payment Summary: (To be filled by Academic Section)

Sl. No	Semester (e.g. Autumn 2013-14)	Brought forward	Demand for the semester	Total	Late Fee	Total Due	Payment during the semester	Balance due
I								
II								
III								
IV								

#### C. Demand Record ; (To be filled by Academic Section)

Semester		Demand						
Sl. No.	Semester (e.g. Autumn 2013-14)	Tuition fees	Other fees	Hall due (Except food)	Mess dues	Fines	Other	Total fees for the semester
I								
II								
III								
IV								

#### D. Payment Record: (To be entered by the F & A Section)

Semester		Payment			
Sl. No.	Semester (e.g. Autumn 2013-14)	Date of payment	Mode of Payment	Amount paid	Total fees paid during this semester
I	Autumn 2013-14				
II	Spring 2013-14				
III					

E. Scholarship Record: (To be filled by F& A Section)

Type of scholarship: \_\_\_\_\_ ☐ Institute ☐ External

Validity of scholarship: from \_\_\_\_\_ to \_\_\_\_\_

Month/ Year	Amount due	Amount Paid	Balance due	Remarks

B. UNDERGRADUATE AND POST-GRADUATE STUDIES

*Nil.*

C. RESEARCH STUDIES:

*Nil.*

D. DISCIPLINE, ENDOWMENT AND STUDENT AFFAIRS

*Nil.*

E. MISCELLANEOUS:

*Nil.*

**PART - II: WITHOUT STUDENT INVITEES**

**2013-47-Senate-12:** To confirm the minutes (Part – II) of 46<sup>th</sup> meeting of the Senate held on 08.10.2013 (Tuesday).

The draft minutes (Part – II) of 46<sup>th</sup> meeting of the Senate, provisionally approved by the Chairman, Senate were circulated to all members. Since no comments/suggestions on the correctness of the recording of the minutes have been received from any member, Senate confirmed the minutes.

**2013-47-Senate-13:** Report on Action Taken on the decision of 46<sup>th</sup> meeting (Part – II) of the Senate held on 08.10.2013.

The report on the action taken on the decisions made in the 46<sup>th</sup> meeting (Part-II) of the Senate held on 08.10.2013 was given in the Annexure-A10 for information of the Senate.

*The Senate noted the above.*

[Annexure A - 9, Pg. No. 45]

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

***2013-47-Senate-14: Temporary break of Sri Chinmay Swarup Sahu, Roll No 111CE0050 from the B.Tech Programme:***

The father of Sri Chinmay Swarup Sahu, Roll No 111CE0050 had applied for the temporary break during Nov. 2012 till July 2014 of his son from his studies for treatment of severe Aplastic Anaemia and the same was approved by the Chairman, Senate.

Similarly other three students Ayush Ranjan (Roll No. 113EE0272), A Ranjit Kumar (Roll No. 111ME0303) and Arindam Das (Roll No. 413MA2057) had applied for temporary break.

The Senate approved temporary break for all four students.

[Annexure A - 10, Pg. No. 46]

***2013-47-Senate-15: Regularization of studentship of Sri Yogendra Khanda, Roll No. 111BM0543:***

Sri Yogendra Khanda, Roll No. 111BM0543 had taken admission in the B.Tech programme during the year 2011-12. At the end of 1<sup>st</sup> year, he secured CGPA of 5.13 and accordingly he was supposed to take readmission in the 1<sup>st</sup> year in 2012-13. But he did not register for the repeat first year, but could register for the Summer course during 2012-13 due to software flaw. In the said Summer course he cleared three papers and his CGPA was improved to 6.27; due to which he could register for the 3<sup>rd</sup> semester.

The matter was put up to the Director and considering the circumstances he permitted him to continue his studentship in 3<sup>rd</sup> semester with a directive to the PIC, Automation to correct the flaw in the software.

The Senate ratified the proposal and advised the PIC, Automation to take care in the software so that this will not repeat in future.

[Annexure A - 11, Pg. No. 50]

***2013-47-Senate-16: List of various medal/prize winners for the 11<sup>th</sup> Convocation:***

The consolidated list of various medal/prize winners for the 11<sup>th</sup> convocation of the Institute is given in the Annexure for the approval of the Senate.

The Senate approved the proposal and confirmed that since no student is qualifying for Bhubaneswar Behera Gold Medal for the Best All-rounder, it will not be awarded in the XI Convocation. Moreover, the Senate advised Dean(SW) to conduct more and more activities so that students can participate in more number of activities and be eligible for the said Gold Medal.

[Annexure - A - 12, Pg. No.51]

**2013-47-Senate-17: Report of Dean (Academic) to look into Senate procedures:**

The Report of Dean (Academic) to look into Senate procedures will be put up on the table for consideration of the Senate.

*The item was deferred.*

**B. UNDERGRADUATE AND POSTGRADUATE STUDIES**

**2013-47-Senate-18: Publication of results of 1<sup>st</sup>, 3<sup>rd</sup>, 5<sup>th</sup>, 7<sup>th</sup> and 9<sup>th</sup> (Int. M.Sc.) Semesters B.Tech, Dual degree B.Tech & M.Tech and Five year Integrated M.Sc. examinations:**

The results as recommended by the UGPEC were put up on the table for approval of the Senate [Put up by PIC, Examinations].

The Senate went through the results in detail and approved the same in principle except the result of Sri Bhishm Tripathi (109CS0599). The Senate advised Dean(Ac) and PIC, Examinations to review his result and authorized Chairman, Senate to approve his result on behalf of the Senate. Also, the Senate expressed its concern for more number of failures in the course MA101:Mathematics-I.

[Annexure - A - 13, Pg. No. 55 ]

**2013-47-Senate-19: Publication of results of 1<sup>st</sup> and 3<sup>rd</sup> semesters M.Tech, M.Sc., MBA and MA in Development Studies examinations:**

The results of 1<sup>st</sup> and 3<sup>rd</sup> semesters M. Tech, M.Sc., MBA and MA in Development Studies examinations as recommended by PGPEC were put up on the table for approval of the Senate [Put up by PIC, Examinations].

Senate approved the proposal.

[Annexure- A - 14, Pg. No. 111 ]

**C. RESEARCH STUDIES:**

**2013-47-Senate-20: Publication of Course work results of PhD and M.Tech (Res) students:**

The Course work results of PhD and M.Tech (Res) students, as recommended by PGPEC were put up on the table for approval of the Senate [Put up by PIC, Examinations].

Senate approved the results as put up.

It was also informed to the Senate that some departments did not submit the coursework results of the research students of their departments. The Senate authorized Chairman, Senate to approve the results of such departments.

[Annexure - A - 15, Pg. No. 136 ]


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**2013-47-Senate-21: Results of Ph.D. and M.Tech.(Res) Examinations.**

The following Ph.D./M.Tech.(Res) students have been provisionally awarded degrees on approval of the Chairman, Senate.

**Ph.D. Results:**

1.	<b>Ranjan Kumar Senapati</b>	
	Roll No.	508EC107
	RS/Faculty	R/S
	Date of award of degree	26.09.2013
	Foreign Examiner	Prof. Dr.Ing.Pavel Zemcik, Brno Univ. of Tech., Czech Republic
	Indian Examiner	Prof. C.B.Ramarao, NIT Warangal
	Name of Supervisor	Prof. Umesh Chandra Pati, NIT Rourkela Prof. Kamala Kanta Mahapatra, NIT Rourkela
	Thesis Title	Development of Novel Image Compression Algorithms for Portable Multimedia Applications
2.	<b>S Naresh Kumar</b>	
	Roll No.	507PH005
	RS/Faculty	R/S
	Date of award of degree	26.09.2013
	Foreign Examiner	Dr. D.A.Hall, Univ. of Manchester, UK
	Indian Examiner	Prof. A.K.Jha, Ambedkar Inst. of Adv.Comn. Tech. & Res. Delhi
	Name of Supervisor	Prof. Pawan Kumar, NIT Rourkela
	Thesis Title	Synthesis and Characterization of $\text{Sr}_{0.53}\text{Ba}_{0.47}\text{Nb}_2\text{O}_6$ based Ferroelectric Composites for Pyroelectric Applications
3.	<b>Korra Sathya Babu</b>	
	Roll No.	508CS404
	RS/Faculty	Faculty
	Date of award of degree	04.10.2013
	Foreign Examiner	Prof. Yung-Ming Li, National Chiao Tung Univ., Taiwan
	Indian Examiner	Prof. Durga Toshniwal, IIT Roorkee
	Name of Supervisor	Prof. Sanjay Kumar Jena, NIT Rourkela
	Thesis Title	Utility-Based Privacy Preserving Data Publishing
4.	<b>Arunanshu Mohapatra</b>	
	Roll No.	509CS302
	RS/Faculty	RS
	Date of award of degree	07.10.2013
	Foreign Examiner	Prof. Ma Maode, Nanyang Technological University, Singapore
	Indian Examiner	Prof. S.N.Merchant, IIT, Bombay
	Name of Supervisor	Prof. P.M.Khillar, CS,NIT, Rourkela
	Thesis Title	Fault Digionosis Algorithms for Wireless Sensor Networks.
5.	<b>Sumanta Kumar Patel</b>	
	Roll No.	508CY801
	RS/Faculty	RS
	Date of award of degree	09.11.2013
	Foreign Examiner	Prof. Yuri Torubae, Russian Academy of Science, Russia,
	Indian Examiner	Prof. Shaikh M Mobin, IIT Indore
	Name of Supervisor	Prof. Saurav Chatterjee CY, NIT Rourkela
	Thesis Title	Synthesis, Characterization and Reactivity of Transition Metal Clusters and their Role towards Organic Transformation.
6.	<b>Suvendu Rup</b>	
	Roll No.	508CS103
	RS/Faculty	RS
	Date of award of degree	09.11.2013
	Foreign Examiner	Prof. Giovanni Maria Farinella, Univ. of Catania, Italy
	Indian Examiner	Prtof. B.N.Chatterji, IIT, Kharagpur
	Name of Supervisor	Prof. Banshidhar Majhi, NIT Rourkela
	Thesis Title	Intra-Key-Frame Coding and Side Information Generation Schemes in Distributed Video Coding

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7.	Sagarika Pasayat	
	Roll No.	508CT304
	RS/Faculty	RS
	Date of award of degree	21.11.2013
	Foreign Examiner	Prof. Pericles Stavropoulos, Missouri Univ of SC. &Tech, USA
	Indian Examiner	Prof. S.P.Rath, IIT Kanpur
	Name of Supervisor	Prof. Rupam Dina, CY, NIT Rourkela
	Thesis Title	Chemistry of Oxomolybdenum with ON- and ONO – Donor Ligands

### M.Tech. (Res.) Results:

1.	Sandeep Kumar Singh	
	Roll No.	610ME803
	RS/Faculty	R/S
	Date of award of degree	08.10.2013
	Indian Examiners	Prof. Trilok Singh, BARC, Mumbai Dr. Sumana Ghosh, CSIR-CGCRI, Kolkata
	Name of Supervisor	Prof. R.K.Sahoo, ME, NIT Rourkela Prof. Anjan Dutta Gupta, VECC, Kolkata
	Thesis Title	Simulation of R.F Window Brazing Process :Thermal-Structural Analysis of Ceramic to Metal Vacuum Brazing Joints
2.	Sarita Panigrahy	
	Roll No.	607EE006
	RS/Faculty	RS
	Date of award of degree	08.10.2013
	Indian Examiner	Prof. M.Jagadesh Kumar, IIT Delhi Prof. S.K.Balasubramanian, IIT BHU Prof. S.K.Sarkar, Jadavpur Univ., Kolkata
	Name of Supervisor	Prof. P.K.sahu, EE NIT Rourkela
	Thesis Title	Studies of Short Channel Effects and Performance Enhancement of Nano-MOSFET based on Multi –Objective Genetic Algorithm Approach
3.	Kalyan Kumar Hati	
	Roll No.	610CS101
	RS/Faculty	RS
	Date of award of degree	24.10.2013
	Indian Examiner(s)	Dr. Badrinath G. Srinivas, Samsung Electronics India Pvt. Ltd., Noida - 201301 Prof. Ananthanarayana V.S., NIT Karnataka, Surathkal
	Name of Supervisor	Prof. Pankaj Kumar Sa, CS, NIT Rourkela
	Thesis Title	An Approach for Object Tracking in Video Sequences
4.	Abhishek Chaturvedi	
	Roll No.	610MM302
	RS/Faculty	R/S
	Date of award of degree	11.11.2013
	Indian Examiners	Prof. V.R.Ranganath, NML Bangalore Dr. B.B.Jha, IMMT, Bhubaneswar
	Name of Supervisor	Prof. B.B.Verma, MM, NIT Rourkela Dr. S.Sivaprasad, NML Jamshedpur
	Thesis Title	Low Cycle Fatigue Behaviour of AISI 308 Stainless Steel Weld Metal

The Senate confirmed the above results.

**2013-47-Senate-22: Recommendation of RPEC on new Enrolment, Provisional Registration, Assignment of Course works, and Registration of PhD and M. Tech (Res) students:**

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

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The Senate went through the recommendations of the RPEC and decided the following:

- a) Recommendation against Sl. No. (1) was approved. Further, the Senate resolved that the departments are required to send the duly signed hard copies of the online Provisional registration form along with Research proposals for completion of the Provisional registration.
- b) Recommendation against Sl. No. (2) was approved and credits of the courses completed by the student will be transferred to the Earth & Atmospheric Sciences department. Since he is M.Tech, no additional housework is required.
- c) Against Sl. No. (3) of the RPEC recommendation, the Senate decided to approve the Provisional Registration of Sucharita Patel (512MN1003) and Bishnu Prasad Sahoo (512MN1008) without 16 credits of Mathematics and Computer Science courses as a special case and advised the department to be careful in future during Scrutiny, Selection and assigning coursework while recommending Provisional registration. The same should not be cited as a precedence in future.
- d) Against Sl. No. (4) of the RPEC recommendation, the Senate decided that the student will be giving Registration Seminar once again and accordingly, her effective date of registration and earliest date of thesis submission will be decided.
- e) Against Sl. No. (5) of the RPEC recommendation, the Senate advised the department to submit a written clarification for replacement of coursework, after which the decision will be taken.
- f) The Senate noted and ratified the Recommendation against Sl. No. (6).
- g) Recommendation against Sl. No. (7) were approved.

[Annexure – A - 16, Pg. No. 220 ]

#### **D. DISCIPLINE, ENDOWMENT AND STUDENT AFFAIRS**

##### ***2013-47-Senate-23: Reports on malpractice cases of Mid-Semester Examinations, Autumn 2013-14:***

Reports on malpractice cases of Mid-Semester examinations of Autumn 2013-14 were put up to the Senate for approval.

The Senate approved the proposal.

Further, it was informed that the reports on malpractice cases of End-Semester examinations of Autumn 2013-14 were put up to the Director for approval.

The Senate authorized the Director and Chairman, Senate to approve the same which will be included in the results of such students.

[Annexure-A17, Pg. No. 262 ]

#### **E. MISCELLANEOUS: -**

##### ***2013-47-Senate-24: Any other matter with permission of the Chair:***

- 1) Proposed changes in the name and curricula of the Dual Degree Programme on B.Tech in Instrumentation Engineering and M.Tech in VLSI & embedded Systems:

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The recommendation of the DAC of EC department on the proposed change in the name and curricula of the Dual Degree Programme on B.Tech in Instrumentation Engineering and M.Tech in VLSI & Embedded Systems was put up on the table for the consideration of the Senate.

The Senate referred the report to the Curriculum Development Committee for suitable recommendation to the Senate.

[Annexure – A - 18, Pg. No. 280 ]

**Report of Curriculum Development Committee for floating of Open Electives in SM, LS and HS departments:**

Report of Curriculum Development Committee for floating of Open Electives in SM, LS and HS departments was put up on the table for the consideration of the Senate.

The Senate approved the proposal.

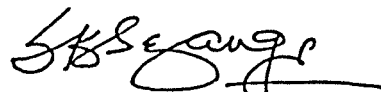
[Annexure – A - 19, Pg. No. 286 ]

2) The next meeting of the Senate will be held in March, 2014.

The meeting ended with thanks to the Chair.



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



(Sunil Kr. Sarangi)  
Director and  
Chairman, Senate

Monthly Financial Management Report (Activity and Sub-Activity wise)									
Sub-component 1.2									
Government Funded and Government Aided Institution									
For the month of APRIL, 2014									
Name of the CFI: NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA, ODISHA									
(Rs. in lakhs)									
Activities	Total funds received till date	Category of expenditure (Head of expenditure)	Sub-Activity	Cumulative Exp. Up to previous month of reporting since inception	Exp. During the reporting month	Total cumulative expenditure upto reporting month	Commited Expenditure upto 30-05-2014	Expenditure in pipeline for next Qtr. Ending on 30-07-2014	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7 = 5 + 6)	(8)	(9)	(10)
Procurement of goods (equipment, furniture, books, LR, software and minor items) and civil works for improvement in teaching, training and learning facilities	115400000	Procurement	Expenditure on ICT enabled learning, related softwares & hardware.	0	0	0	5000000	5200000	
			Expenditure on New laboratory for new PG programs	0	0	0	0	0	
			Expenditure on New laboratory for existing PG programs	3213464	0	3213464	3200000	700000	
			Expenditure on Existing laboratories modernized/Strengthened	38942216	0	38942216	0	0	
			Expenditure on Library i.e. books, e-books, journals, e-journals	0	0	0	0	0	
			Expenditure on membership of online journals & consortium	0	0	0	0	0	
			Expenditure on digitally/virtually accessible courses/subjects	0	0	0	0	0	
			Expenditure on Modernising Classrooms	0	0	0	0	0	
			Expenditure on Procurement of Equipments etc. for Institutes/TEQIP unit.	0	0	0	0	0	
			Expenditure on Civil Work	0	0	0	0	0	
			Others. (Specify if Material)	0	0	0	0	0	
			<b>Total</b>	<b>42155680</b>	<b>0</b>	<b>42155680</b>	<b>8200000</b>	<b>5900000</b>	
Provide Teaching and Research Assistantships for significantly increasing enrolment in existing and new Masters and Doctoral programmes in Engineering disciplines		Assistantships	Expenditure on Masters students enrolled with TEQIP teaching assistantship	7195374	327226	7522600	320000	960000	
			Expenditure on PhD Students enrolled with TEQIP research assistantship	4800500	483500	5284000	342000	1026000	
			Others (Expenditure on Foreign visit of Ph.D students)	1400000	10028	1410028	0	1500000	
			<b>Total</b>	<b>13395874</b>	<b>820754</b>	<b>14216628</b>	<b>662000</b>	<b>3486000</b>	
Enhancement of R & D and institutional consultancy activities		R&D	Expenditure incurred on Research projects taken by UG students	428143	0	428143	100000	200000	
			Expenditure incurred on research publications in engineering in refereed journals	133765	17030	150795	20000	50000	
			Expenditure on Organising Conferences for R & D Topics	273003	11696	284699	0	500000	
			Expenditure on Patenting of Research Products	34152	0	34152	0	100000	
			Others. (Inviting experts for collaborative R&D work/visit to R&D organisation)	527216	0	527216	200000	500000	
			<b>Total</b>	<b>1396279</b>	<b>28726</b>	<b>1425005</b>	<b>320000</b>	<b>1350000</b>	

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Coordinator  
TEQIP-II

National Institute of Technology  
Rourkela-769008

Signature  
6/5/2014

Activities	Total funds received till date	Category of expenditure (Head of expenditure)	Sub-Activity	Cumulative Exp. Up to previous month of reporting since inception	Exp. During the reporting month	Total cumulative expenditure upto reporting month	Committed Expenditure upto 30-05-2014	Expenditure in pipeline for next Qtr. Ending on 30-07-2014	Remarks
Faculty and staff development for improved competence		FSD	Expenditure on Faculty with B Tech enrolled for M Tech against total B Tech faculty	0	0	0	0	0	
			Expenditure on Faculty with M Tech enrolled for PhD in engineering against total M Tech faculty	710045	0	710045	400000	400000	
			Expenditure on faculty members attended training in subject domain	318178	0	318178	500000	500000	
			Expenditure on faculty members attended pedagogical training	34164	0	34164	200000	200000	
			Expenditure on organising inhouse subject area training Programs/ Workshops/ seminars / conferences / continuing education programs.	362887	0	362887	300000	300000	
			Expenditure on participation by faculty in Seminar/ Conferences/ workshop etc.	287870	0	287870	0	0	
			Expenditure on staff development	2320347	0	2320347	100000	400000	
			Others (Expenditure on faculty attended training)	920619	0	920619	100000	100000	
			<b>Total</b>	<b>4954110</b>	<b>0</b>	<b>4954110</b>	<b>1600000</b>	<b>1900000</b>	
Enhanced interaction with Industry		I-I-I Cells	Expenditure on academic Programs i.e. MTech/PhD etc. with industry	22855	0	22855	0	200000	
			Expenditure on short term programs with industry	31049	0	31049	200000	200000	
			Expenditure on academic networking with other institutions	0	0	0	200000	300000	
			Expenditure incurred on Campus placements (UG & PG)	916590	0	916590	100000	200000	
			Expenditure on UG Students attended industrial internship	260000	0	260000	0	300000	
			Others. (Expenditure on Inviting industry experts/visit to Industry)	129641	0	129641	0	200000	
Institutional Management Capacity enhancement		Capacity development	<b>Total</b>	<b>1360135</b>	<b>0</b>	<b>1360135</b>	<b>500000</b>	<b>1400000</b>	
			Expenditure on Sr. Officials & Sr. faculty attended management development training	1704705	0	1704705	0	3500000	
			Others (Organising conference/workshop/training programmes)	354118	0	354118	0	0	
			<b>Total</b>	<b>2058823</b>	<b>0</b>	<b>2058823</b>	<b>0</b>	<b>3500000</b>	
Implementation of Institutional academic reforms		Reforms	Expenditure on accreditation fee for NBA	6083640	0	6083640	0	1000000	
			Expenditure incurred on Autonomous Institution status concurred by UGC	0	0	0	0	0	
			Expenditure on Curricula revision/restructuring	457029	0	457029	50000	300000	
			Others. (Specify if Material)	0		0	0	0	
			<b>Total</b>	<b>6540669</b>	<b>0</b>	<b>6540669</b>	<b>50000</b>	<b>1300000</b>	
Academic support for weak students		Student support	Expenditure on students transition from first year to second year of UG Programs (clearing all subjects /courses of 1st year in first attempt)	1148000	37000	1185000	200000	400000	
			Others. (Trainig programme on skill development)	11260	0	11260	0	0	
			<b>Total</b>	<b>1159260</b>	<b>37000</b>	<b>1196260</b>	<b>200000</b>	<b>400000</b>	
Incremental operating cost		IOC		3041728	70200	3111928	500000	1500000	
<b>GRAND TOTAL</b>				<b>76062558</b>	<b>956680</b>	<b>77019238</b>	<b>12032000</b>	<b>20736000</b>	

Coordinator  
TEQIP-II

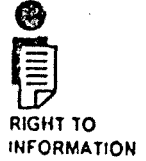
National Institute of Technology  
Rourkela-769008

40K 1509 AMX-77

6/5/2014



राष्ट्रीय प्रौद्योगिकी संस्थान  
NATIONAL INSTITUTE OF TECHNOLOGY  
राउरकेला ROURKELA - 769008. ओडिशा ODISHA



No. NITR/TQ-II/2014/L/

Date:-

To  
The Director,  
NIT, Rourkela

Sub:- Revised Procurement Plan under CoEs, TEQIP-II.

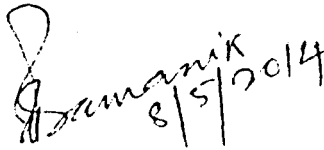
Respected sir,

Initially, the Procurement Plan under two CoEs of TEQIP-II was approved by BoG as Rs. 2.69 Crore of CoE- Practical Renewable Energy System and Rs.2.25 Crore of CoE- Orthopaedic Tissue Engineering and Rehabilitation. As per NPIU guidelines the total fund for procurement may be available up to a maximum of Rs. 2.75 Crore for each CoE. So we have revised the procurement plan to purchase more number of equipment as per need. The old and revised procurement plans are presented in the Appendix for your kind perusal. The revised plan needs to be approved by the BoG as per NPIU guidelines.

Therefore, the revised plan is submitted herewith for kind approval.

Thanking you.

Yours Sincerely,

  
8/5/2014

Prof. K. Pramanik,  
Coordinator, TEQIP-II

Encl: Appendix

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Equipment under CoE- Orthopaedic Tissue Engineering and Rehabilitation					
SL. No.	Package No.	Name of the Equipment	Dept.	Estimated Cost	Actual Cost
1.	145	RT-PCR	BM	35,00,000.00	27,90,000.00
2.	146	Force Plate 3D Motion Analysis	BM	35,00,000.00	
3.	159	Environmental SEM	BM	1,60,000,00.00	
4.	148	Hypermesh	BM	12,00,000.00	
5.	149	Mimics	BM	18,00,000.00	
6.	New Package to be added	Cryomicroscope	BM	10,00,000.00	
Equipment under CoE- Practical Renewable Energy System					
7.	156	100 kW Solar PV Experimental set up	EE	1,40,00,000.00	
8.	144	PV-Wind Hybrid Energy System Experimental setup	EE	39,00,000.00	26,00,000.00
9.	143	Wind Energy Control System	EE	76,00,000.00	54,00,000.00
10.	157	2 kw prototype Solar PV Setup	EE	6,00,000.00	
11.	158	2 kw Solar PV Grid-Tied System	EE	8,00,000.00	
12.	New Package to be added	2-kW EMS - DFIG Laboratory Kit	EE	35,00,000.00	

**Old Procurement Plan:**

Equipment under CoE- Orthopaedic Tissue Engineering and Rehabilitation				
Sl. No.	Package No.	Equipment	Dept.	Estimated Cost
1.	145	RT-PCR	BM	35,00,000.00
2.	146	Force Plate 3D Motion Analysis	BM	35,00,000.00
3.	159	Environmental SEM	BM	1,60,000,00.00
4.	148	Hypermesh	BM	12,00,000.00
5.	149	Mimics	BM	18,00,000.00
Equipment under CoE- Practical Renewable Energy System				
1.	156	100 kW Solar PV Experimental set up	EE	1,40,00,000.00
2.	144	PV-Wind Hybrid Energy System Experimental setup	EE	39,00,000.00
3.	143	Wind Energy Control System	EE	76,00,000.00
4.	157	2 kw prototype Solar PV Setup	EE	6,00,000.00
5.	158	2 kw Solar PV Grid-Tied System	EE	8,00,000.00





**NATIONAL BOARD OF ACCREDITATION**

VBCC Place, East Tower, 4th Floor, Bhisham Pitamah Marg  
Pragati Vihar, New Delhi-110 003  
Tel: +91 11 2436 0620, 2436 0654 Telefax: +91 11 2436 0682



F.No.30-15/2010/NBA

Dated: 20 March 2014

To,

The Director  
National Institute of Technology  
Rourkela, Orissa

St. P. B. B. B.  
H. M.  
21/2/14

Subject: Accreditation status of programmes applied by National Institute of Technology, Rourkela.

Sir,

This has reference to your application dated 13.2.2013 in Tier-I format seeking accreditation of National Board of Accreditation to 5 UG Engineering programmes offered by NIT, Rourkela.

2. An Expert Committee conducted an on-site evaluation of the programmes during 8-10 November and 15-17 November, 2013. The report submitted by the Expert Committee was considered by the Engineering Evaluation Accreditation Committee (EEAC) at its meeting held during 13-17 January, 2014. The recommendations of the EEAC were considered by the Sub-Committee of Academic Advisory Committee of NBA at its meeting held on 18<sup>th</sup> January, 2014. The Executive Committee of the National Board of Accreditation considered the recommendations of Sub-Committee at its meeting held on 21<sup>st</sup> January, 2014-. The Executive Committee approved the accreditation status of the programmes as given in the table below:

Sl. No.	Name of the Programme	Basis of Evaluation	Accreditation Status	Period of validity w.e.f. 01.01.2014
(1)	(2)	(3)	(4)	(5)
1	UG- Computer Science & Engineering	Tier I Document	Provisionally 'Accredited	2 years
2	UG- Civil Engineering	Tier I Document	Accredited	5 years
3	UG- Electrical Engineering	Tier I Document	Accredited	5 years
4	UG- Electronics & Instrumentation Engineering	Tier I Document	Accredited	5 years.
5	UG- Electronics and Communication Engineering	Tier I Document	Accredited	5 years.

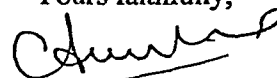
3. In respect of UG – Computer Science & Engineering programme which has been granted provisional accreditation for 2 years, NIT should submit the Self Assessment Report alongwith a Compliance Report at least after one year to be considered by the Engineering Evaluation and Accreditation Committee (EEAC) to formulate a view whether compliance report is enough to recommend for accreditation or a visit to the Institute is necessary. The recommendations of the EEAC will be considered by the Sub-Committee of the Academic Advisory Committee and the Executive Committee for decision.

Contd...

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- 4.. The accreditation status awarded to the programmes as indicated in the above table does not imply that the accreditation has been granted to National Institute of Technology, Rourkela as a whole. As such the Institute should nowhere along with its name including on its letter head etc. write that it is accredited by NBA because it is programme accreditation and not institution accreditation. If such an instance comes to NBA's notice, this will be viewed seriously. Complete name of the programmes accredited, level of programmes and the period of validity of accreditation, should be mentioned unambiguously whenever and wherever it is required to indicate the status of accreditation by NBA.
5. The accreditation status of the above programmes is subject to change on periodic review, if needed by the NBA. It is desired that the relevant information in respect of accredited programmes as indicated in the table in paragraph 2, appears on the website and information bulletin of your Institution.
6. The accreditation status awarded to the programmes as indicated in table in paragraph 2 above is subject to maintenance of the current standards during the period of accreditation. If there are any changes in the status (major changes of faculty strength, organizational structure etc.), the same are required to be communicated to the NBA, with an appropriate explanatory note.
7. Weaknesses/ deficiencies in respect of the above programmes as observed by the expert team during the course of evaluation are indicated in the annexure to this letter.
8. Copies of Report of Chairman of the visiting team and Evaluators' reports in respect of the above programmes are also enclosed.
9. If the Institute is not satisfied with the decision of NBA, it may appeal within thirty days of receipt of this communication giving reasons for the same and by paying the requisite fee.

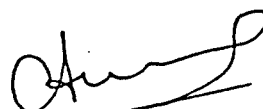
Yours faithfully,



(Dr. Anil Kumar Nassa)  
Member Secretary

## ANNEXURE

PROGRAM NAME	REMARKS
Electrical Engineering	<b>Criterion-V</b> Substantial Improvements are needed in faculty intellectual property rights, and R & D and Consultancy work.
Electronics and Communication Engineering	<b>Criterion-V</b> Substantial Improvements are needed in faculty intellectual property rights, and R & D and Consultancy work.
Electronics & Instrumentation Engineering	<b>Criterion-V</b> Substantial Improvements are needed in faculty intellectual property rights, and R & D and Consultancy work.
Computer Science & Engineering	<b>Criterion-I</b> Limited involvement of stake holders in the process of defining Vision & Mission and PEOs. The tools used for assessment and the attainment of PEOs are not sufficient. There is no process for review/ redefine PEOs.  <b>Criterion-II</b> Course outcomes are not appropriately written. Assessment tools to measure the attainment of POs are not adequate. Evidences are insufficient for the attainment of POs.  <b>Criterion-V</b> Substantial Improvements are needed in faculty intellectual property rights R & D and Consultancy work and limited faculty interaction with outside world.  <b>Criterion-IX</b> Marginal improvement in student teacher ratio.
Civil Engineering	<b>Criterion-IX</b> Marginal improvement in student teacher ratio.





# Annexure- A11

BOG-40(2014)-14(1) dt.09.05.2014

Revised Fee Structure for B. Tech, B. Arch, Dual Degree, M. Tech, M.A, M. Sc., MBA, M. Tech (Res) and Ph. D. Programmes:

Sl.No.	Fee Head	Amount				
		B.Tech./B. Arch Dual Degree	M.Tech	M.Sc./ Int. M.Sc./MA	MBA	Ph.D/ M.Tech(R)
1.	Admission fee including hostel admission (one time fee)	Rs.1500/-	Rs.1500/-	Rs.1500/-	Rs.1500/-	Rs.1500/-
2.	Tuition fee (per annum)	Rs.70000/-	Rs.70000/-	Rs.15000/-	Rs.200000/-	Rs.15000/-
3.	Other fees (Exam., Library, Electricity etc.) (per annum)	Rs.10,000/-	Rs.6000/-	Rs.6000/-	Rs.6000/-	Rs.6000/-
4.	Institute Emergency Fund. (One time fee – to be directly deposited into corpus fund at the time of admission)	Rs.10000/-	Rs.5000/-	Rs.5000/- (Rs.10000/- for Int. M.Sc.)	Rs.5000/-	Nil
5.	Student Activity fee (per annum)	Rs.4000/-	Rs.4000/-	Rs.4000/-	Rs.4000/-	Rs.4000/-
6.	Medical fee (per annum)	Rs.2000/-	Rs.2000/-	Rs.2000/-	Rs.2000/-	Rs.2000/-
	Hostel seat rent (per annum)					
7(a)	Single seated	Rs.5000/-	Rs.5000/-	Rs.5000/-	Rs.5000/-	Rs.5000/-
	Double seated	Rs.4000/-	Rs.4000/-	Rs.4000/-	Rs.4000/-	Rs.4000/-
	Family Accommodation	-	-	-	-	Rs. 6000/- or 8000/-
7(b)	Permitted to stay outside	Lower fees appropriate to the hall to which attached				
7(c)	Hostel establishment fee (per annum)	Rs.5000/-	Rs.5000/-	Rs.5000/-	Rs.5000/-	Rs.5000/-
8.	Souvenir fee in pre final semester	Rs.500/-	Rs.500/-	Rs.500/-	Rs.500/-	Nil
9.	Caution Money (one time fee, refundable)	Rs.5000/-	Rs.5000/-	Rs.5000/-	Rs.5000/-	Rs.5000/-
10.	Book Fee (Per Annum) for purchase of text books)	Rs.2000/-	Rs.2000/-	Rs.2000/-	Rs.2000/-	Nil

## MISCELLANEOUS FEES

Grade Cards and Certificates (Original)	NIL
Grade Cards and Certificates except degree certificate (Duplicate)	Rs. 500/-
Duplicate Certificate to correct errors	NIL
Degree Certificate (Duplicate) with Police FIR and Affidavit	Rs. 2000/-
Duplicate Identity Card	Rs. 500/-
Duplicate Health Card	Rs. 100/-
Delayed Registration	Rs 500
Delayed Payment	Rs. 1000/-
Official transcripts for students (one time payment)	Rs. 500/-
Official transcripts for Alumni (per institution) (Subject to a minimum fee of Rs.500/-)	Rs. 200/-
Summer course fee (per course)	Rs. 2000/-

W-11

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Alternative Mid-Sem. or supplementary exam (per course), if permitted	Rs. 500/-
Mid-term TC fee	Rs. 1000/-
Thesis processing fee [for Ph.D. and M.Tech.(Res) students]	Rs. 4000/-
Miscellaneous services (each service)	Rs. 500/-

**Note:**

- 1) Tuition fee and all other Fees except the one time fees will be collected in two equal installments during semester registration. In case of mid-semester admission full semester fees are payable.
- 2) SC/ST students taking admission in all postgraduate and research Programmes (Except MBA) are exempted from paying tuition fee.
- 3) The semester fees shall normally be payable at the time of admission for 1<sup>st</sup> semester and on or before semester registration for every subsequent semester unless otherwise permitted by the competent authority. Delayed payment and/or registration will attract a late fee, which cannot be waived.
- 4) Late registration fee is distinct from late fee charged for delay in fee payment.
- 5) Mess fees and fines will be collected along with the Institute fees.
- 6) There shall be no system of partial payment. The Institute will raise demand note for full amount.
- 7) Students provided with family accommodation in institute quarters (if any) will be attached to a hall for married students. They will pay seat rent at higher rate of S.S. Bhattanagar Hall of Residence.
- 8) Married students given accommodation in the SSB Hall will pay seat rent appropriate to their room type plus establishment fee. In case of married research students, where both spouses are students of this Institute, one of them (against whom room is allotted) will pay seat rent applicable to SSB Hall, while the other will pay at a rate applicable to single room of other Hall. The later student will be exempted from paying establishment fee.
- 9) Hostel seat rent (except that for family accommodation) includes electricity charges up to 50 units per student per month, average. Excess consumption will be billed extra, uniformly for all the students of the hall.
- 10) Tuition fee, Development fee and all other fees can be borne by research projects on recommendation of P.I. for students of all categories, if the student's research activity has a bearing on the project.
- 11) Medical fee will entitle the student to free treatment and medicines at the Institute Health Centre, plus limited insurance cover against hospitalization if such a scheme is adopted by the Institute.
- 12) Students are required to pay fees during all the semesters (or part thereof). They are in the roll of the Institute, from admission till graduation/thesis submission (for research students).
- 13) Institute employees enrolled in M.Tech.(Res.) or Ph.D. programme are exempted from all fees except Admission fee and Thesis processing fee.
- 14) Foreign students coming under different schemes will pay tuition fee at a rate fixed under the scheme, instead of the rate given above.
- 15) Ph. D., M.Tech.(Res) and M.Tech. students who are granted withdrawal are exempted from paying fee under Medical fee, Book fee and hostel establishment fee.
- 16) Locally Sponsored research students are exempted from paying Hall establishment fee. However, they are required to pay seat rent.
- 17) At own request students' permitted to stay outside the halls shall pay full seat rent and establishment fee for the hall he is attached to.
- 18) The seat rent chargeable to students who have taken withdrawal during short term visit to the institute shall be 10 % of annual rent for each month (30 days) or part thereof.
- 19) When persons other than students are given hostel accommodation, they will pay seat rent at the same rate as for students, but on 6 monthly basis, payable at entry, in January and in July, irrespective of their date of entry. Every payment amount shall be 50% of annual seat rent.
- 20) Students applying for D.Sc. degree will pay thesis evaluation fee equal to that for Ph.D. students.
- 21) If a student fails to submit thesis within one month of acceptance of synopsis by the Academic Office, the thesis processing fee needs to be paid again.
- 22) There is no provision of waiver/condoning of any of the fees, including late fees even if the student had genuine reason to be late. However, under truly exceptional circumstances, where delays take place due to lapses by the Institute (e.g., failure of computer system), the senate can approve refund of the late fees collected.

-:oOo:-



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F.No.33 – 4 / 2014 – TS.III  
Government of India  
Ministry of Human Resource Development  
Department of Higher Education  
.....

Shastri Bhawan, New Delhi,  
dated, the 5<sup>th</sup> May, 2014

**ORDER**

**Subject:-** Enhancement in the fees structure of various programmes in National Institutes of Technology (NITs) from 2014 – 2015 as per decision of the Council of NITs – regarding.

Ministry of HRD vide its Order dated 6<sup>th</sup> November, 2012 constituted a Committee to review the fee structure of various programmes in the National Institutes of Technology (NITs) as per recommendations of the Standing Committee of the Council of NITs.

2. The report of the aforesaid Committee was placed before the Standing Committee of the Council of NITs in its 3<sup>rd</sup> meeting held on 15.10.2013. The Standing Committee considered the issue and recommend to the Council of NITs for an appropriate decision.

3. The Council of NITs in its 7<sup>th</sup> meeting held on 18.10.2013 unanimously decided following based on the recommendations of the Fee Committee and the Standing Committee of the Council of NITs:-

- (i) Tuition Fee for B.Tech., MCA and M.Tech. Programmes may be revised to Rs.70,000/- per student per year.
- (ii) In order to encourage studies in Science, tuition fee per student per year for two year M.Sc. programmes may be revised to Rs.15,000/-
- (iii) The tuition fee per student per year for Ph.D. programme may be revised to Rs.15,000/-
- (iv) Tuition fee to be charged for M.B.A. and five – year M.Sc. programmes may be decided by concerned NIT – because of variation in entry behavior

4. The same has been examined in this Ministry and the following is informed in this regard -

- (i) As per Section 6 (1) (d) of the National Institutes of Technology, Science Education and Research (NITSER) Act, 2007 (as amended in June, 2012), the power "to fix, demand and receive fees and other charges," lies with the Institutions; and

....contd./-

-: 2 :-

- (ii) As per Statutes No.37 (i) of the First Statutes, the tuition fee and the hostel fee in NITs to comprise of two parts, (a) fees determined by the NITs Council which shall be common for all NITs, and (b) fee which will be determined by the concerned Board of Governors which shall be applicable to the concerned Institutes.

5. Therefore, as per provisions cited above, National Institutes of Technology (NITs) are advised to charge the common fee as per recommendations of the Council of NITs from the academic year 2014 – 2015. There will be no change in the existing exemptions of tuition fees for SC / ST students.

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

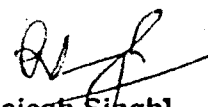
  
[Rajesh Singh]  
Director (NITs)  
Tel: 23073687

To

Directors of all the 30 NITs

Copy for information to:-

- (i) PS to Hon'ble HRM.
- (ii) PS to Hon'ble MOS (HRD).
- (iii) PSO to Secretary (HE), MHRD.
- (iv) PSO to AS (TE), MHRD.
- (v) PS to JS & FA, MHRD.
- (vi) Web Master, MHRD.
- (vii) Guard File.

  
[Rajesh Singh]  
Director (NITs)  
Tel: 23073687



By SPEED POST

F.No.33-4/2013-TS.III  
Government of India  
Ministry of Human Resource Development  
Department of Higher Education

\*\*\*\*\*

Shastri Bhavan, New Delhi  
Dated: the 6<sup>th</sup> December, 2013

Subject: Minutes of the 7<sup>th</sup> Meeting of the Council of NITs held on 18.10.2013 at 10.30 a.m, at Manekshaw Centre, Dhola Kuan, Khyber Lines, Delhi Cantonment, New Delhi.

Sir/Madam,

Please find enclosed herewith a copy of the minutes of the meeting of the council of National Institute of Technology (NITs) held under the Chairmanship of Shri. Ashok Thakur, Secretary (HE), MHRD and Vice Chairman of the Council on 18.10.2013 at 10.30 a.m, at Manekshaw Centre, Dhola Kuan, Khyber Lines, Delhi Cantonment, New Delhi. Comments if any in this regards may kindly be communicated to this Ministry at the earliest.

  
(Amita Sharma)

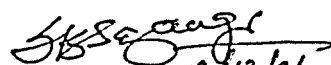
AS(TE) and Member Secretary, NIT Council

Encl: as above

To,

All the Members of the Council of NITs  
(as per list attached)

Office  
Pl arrange to have  
it included in  
Institute web site.

  
2013/12/11

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**Minutes of the 7<sup>th</sup> Meeting of the Council of NITs held on 18.10.2013 at  
10.30 A.M. at Manekshaw Centre, Dhaula Kuan, Khyber Lines, Delhi  
Cantonment, New Delhi**

The Seventh Meeting of the Council of National Institute of Technology (NITs) was held on 18.10.2013 at 10.30 A.M at Manekshaw Centre, Dhaula Kuan New Delhi. Shri Ashok Thakur, Secretary (Higher Education) and Vice Chairman Council of NIT's, chaired the meeting. The list of participants who attended the meeting is placed at Annexure.

At the outset, Secretary (HE), MHRD welcomed the members of the Council. He informed that Hon'ble HRM is not attending the meeting, due to some last moment unavoidable engagement. Thereafter, item wise, agenda was taken up for discussions and decision.

**Item No.7.1:** To confirm the Minutes of the 5<sup>th</sup> and 6<sup>th</sup> meeting of the Council of NITs held on 14.09.2012 and 09.04.2013, respectively.

The minutes of 5<sup>th</sup> and 6<sup>th</sup> meeting of the Council of NITs held on 14.09.2012 and 09.04.2013 respectively, were circulated amongst the members of the Council. As no comments were received, the minutes were confirmed by the Council.

**Item No.7.2:** To report Action Taken on the minutes of the 5<sup>th</sup> and 6<sup>th</sup> meeting of the Council of NITs held on 14.09.2012 and 09.04.2013, respectively.

The Council of NITs noted the action taken on the decisions of the 5<sup>th</sup> and 6<sup>th</sup> meeting of the Council and decided the following:-

- i. Chairman CBSE will ensure that funds are made available to NIT - Rourkela for disbursement of Scholarship to the eligible students.
- ii. All NITs should go for accreditation of their programmes by National Board of Accreditation (NBA), before the next Council meeting.
- iii. NITs and IITs to start joint research projects, and encourage mobility of the students and researchers between institutions.
- iv. All NITs including those in the North East Region will contribute towards the development of the respective states by involving themselves in different developmental activities of the State Government.
- v. As far as possible Single Counseling for admissions to IITs and NITs be considered.

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**Item No.7.3:** Decisions taken by the Standing Committee of the Council of NITs  
In its meeting held on 15.10.2013.

The minutes of the 3<sup>rd</sup> meeting of the Standing Committee of the Council of NITs, held on 15.10.2013 in the Conference Hall of MHRD, Shastri Bhawan, New Delhi, were noted by the Council. The recommendations of the Standing Committee to the Council were considered by the Council for appropriate decision.

**Item No.7.4:** To report the changes in the Membership of the Council.

The Council welcomed the new members and placed on record its appreciation for the services rendered by the outgoing members.

**Item No.7.5:** To consider the short Draft Report of the Kakodkar Committee on the review of NIT's.

Dr. Anil Kakodkar, Chairman of the NIT Review Committee made a presentation on the short draft report of the Committee. The Council deliberated on each of the items and decided the following:-

- i. NITs to hire best quality faculty during fresh recruitment and not focus on the numbers only.
- ii. The top 15% meritorious students from NITs and others CFITs can be engaged as trainee teachers at NITs after due selection at NIT's, including their selection for M.Tech-cum-Ph.D programme by IITs. Each NIT will work out a prospective faculty recruitment plan for next five years based on current vacancies, projected growth, retirements and expected resignations.
- iii. To get its existing faculty, to continuously improve and perform better, a teacher's training and certification programme need to be evolved by NITs.
- iv. A few of top 15 percent students at the end of 3<sup>rd</sup> year of their B.Tech. Degree, can go for a integrated M.Tech & Ph.D. programme at IITs. Such students will complete the 4<sup>th</sup> and last year of B.Tech. degree programme at IITs. NIT will issue the degree after ensuring credit transfers from IITs. A model MOU between IITs and NITs needs to be worked out to make such programmes operational.

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- v. The departmental visiting committee could carry out comprehensive audit every year, with the objective of improving quality of teaching, Research & development, industrial collaboration in the departments of NITs. This committee could consist of two industry experts and two persons from the academia appointed by the Board of Governors of each NIT.
- vi. There has to be external review of NITs. A minor review once in 3 years and a comprehensive review once in 6 years is desirable. The Committee would consist of two reputed persons from academia, two experts from the industry, one eminent citizen and one NIT alumni. This committee could be set up by the BoG of NITs and approved by the Standing Committee to the Council. The term of the Committee members' would be 9 years with a 3<sup>rd</sup> of its members retiring every 3<sup>rd</sup> year.
- vii. No further promotions through Career Advancement Scheme (CAS) should be carried out. Rather, NIT's to strictly follow open selection for each faculty position as in 4-tier faculty pay structure. A committee to be set up which ensures compliance/ reviews of implementation on annual basis.
- viii. CII, FICCI, ASSOCHAM and other industrial bodies could help in the establishment of industry cell at each of the NIT's. The objective of these cells would be increase industry linkages in the Institute promote, research collaboration, patents, start ups and entrepreneurship development.
- ix. NIT faculty can spend some time at the industry, specially during summer. The number of faculty spending such time could be one of the bench-marks in the grading of NITs.
- x. NITs to appoint industry persons as adjunct faculty. They might not have Masters or Ph.D. but their experience and achievement in industry and R&D sector could be the parameter for appointing adjunct faculty. Such teaching could also be imparted remotely through video.
- xi. A suitable mechanism needs to be evolved for creation of awards for (i) Best teacher, (ii) Best faculty in R&D, (iii) Best faculty in technology development and industrial interface and (iv) Best faculty in administrative role.
- xii. In order to bring NITs and IITs closer to each other, the following groups can be formed for effective collaboration:-

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- a. One established IIT, One new IIT and four NITs (two established and two new). IIT Roorkee and IIT Hyderabad could be grouped with three NITs (atleast one new). IIT BHU and IIT Gandhi Nagar could be grouped with three NITs (atleast one new).
  - b. For each group, three faculty members from IITs, belonging to different disciplines could be invited to be members of each NIT senate. Similarly two faculty members from each NIT could be members in each of the IIT's senate.
  - c. IIT faculty and NIT faculty to work for joint projects.
  - d. One faculty from each IIT could be made a member in the governing body of each NIT.
  - e. Some high performing IIT faculty should spend a semester at NITs and similarly some NIT faculty could spend a semester in IIT's as teachers.
- xiii. Every faculty member should set up goals for him/ herself for a particular year including the timelines. The goals could be based on broad categories as under:-
- Teaching including B.Tech. / M.Tech. Projects : say 35-40%
  - Academic Research including Research Guidance : say 15-30%
  - Industrial Consultancy and Tech Development : say 10-35%
  - Administration and outreach : say 15-20%.
- These appraisals would be examined by a Departmental committee for young faculty once in two years and Institute level committee for senior faculty once in three years.
- xiv. There has been an apprehension among the directors of NITs on the use of language in the short draft report, specially branding NITs as the best UG Education Institutions in India. The Council decided that suitable changes, if required in the report could be considered to address such concerns.
- xv. Director NITs of the North East Region should report their problems regarding functioning of the Broadband connectivity by return e-mail to AS (TE) / JS (TEL) or Director NIT, MHRD.
- xvi. A standing committee to oversee implementation of Kakodkar Committee recommendations would be formed soon.

**Item No.7.6:** To consider Transparency and Accountability Framework for the NITs.

A small group under the Chairmanship of Dr. I.K. Bhat, Director, MNIT-Jaipur is working on NIT's web portal, which needs to be populated. Each NIT will have to appoint a nodal officer to provide necessary inputs, for the success of Council's website.

**Item No.7.7:** To consider Leadership Development for Educational Administrators / training module for Directors in NITs.

The Council of NITs decided that training under leadership programme for Directors of NIT's in collaboration with IIM's would continue. Similarly, training needs to be imparted to current incumbents at various level of Institutes administration such as Registrars, Deans and Heads by the respective Board of Governors.

**Item No.7.8:** To consider the report of the Fee / Academic Reforms Committee.

Based on the recommendations of the Fee Committee and the Standing Committee of the Council of NITs, the Council has decided the following:-

- (i) Tuition fee for B.Tech., M.C.A. and M.Tech. programme may be revised to Rs.70,000/- per student per year.
- (ii) In order to encourage studies in Science, tuition fees per student per year for two year Msc. programmes may be revised to Rs.15,000/-.
- (iii) The tuition fee per student per year for Ph.D. programme may be revised to Rs.15,000/-.
- (iv) Tuition fee to be charged for M.B.A. and 5-year M.Sc. programs may be decided by concerned NIT – because of variation in entry behavior.

**Item No.7.9:** To consider the report of the Physical Education Personnel Committee.

The Council accepted the recommendations of the Standing Committee and decided as under:-

- (i) Those Physical Education personnel who are already continuing as a faculty, may be allowed in the same position till he/ she retires. The cadre of such physical Education Personnel would be dying cadre after the incumbents retire.

(ii) The Sports and Students Activity Officer scheme to continue as non-faculty as duly approved by the Council.

(iii) No Physical Education Department be opened in NITs.

This requires congruity within MHRD system and therefore may also be seen by MHRD IFD before issue of order.

**Item No.7.10:** To consider migration from three-tier to four-tier flexible faculty structure in NITs.

The 4-tier flexible pay structure should be strictly based on open selection and on the recommendations of Selection Committee based on academic criteria as approved by the 5<sup>th</sup> Council of NITs. The Council approved constitution of a committee under the Chairmanship of AS (TE) and the Director each from NIT, IIT, & ISM, including Ministry officials, to work out principles of implementation across different category of institutions.

**Item No.7.11:** To consider provision of Search-cum-Selection Committee for appointment of Directors in NITs.

The Council approved amending the provisions of NIT Act & Statutes to make way for "Search-cum-Selection Committee" instead of "Selection Committee" for appointment of Directors of NITs.

**Item No.7.12:** To consider the Agenda and Programme of the Conference of Directors of NITs with the Hon'ble Visitor on 7<sup>th</sup> - 8<sup>th</sup> November, 2013 at Rashtrapati Bhawan, New Delhi.

The Council approved the reform measures for NITs which could be the framework for the discussions at the Conference of the Directors of NIT's, with the Hon'ble Visitor on 7<sup>th</sup> and 8<sup>th</sup> November, 2013.

**Item No.7.13:** To consider Report of the Committee on online survey on the accounting practices of the NITs.

The Council of NITs agreed with the recommendation of the Standing Committee for holding a workshop of the concern accounts officers of NITs on the implementation of uniform accounting system i.e. Brihaspati General Accounting System (BGAS). Seven NITs namely Allahabad, Durgapur, Jaipur, Jamshedpur, Rourkela, Silchar and Surathkal would be covered for the testing of the software. One official from Accounts section could be made a nodal officer for testing of the software to begin with.

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**Item No. 7.14:**      **Review on the status of Infrastructure development in new NITs.**

The Council expressed concern over the delay in setting up campuses of the new NITs and directed to speed up the infrastructure work relating the campuses at the earliest.

**Item No.7.15:**      **Miscellaneous Items**

The Council agreed for the strict adherence of the following items for the development of old and new NITs:-

- (i) Filling up of faculty posts in NITs in a manner that quality of faculty is not compromised.
- (ii) Submission of Annual Report along with Audited Statement of Accounts preferably by September-October every year.
- (iii) Mandatory intimation of 15 days time period for consideration of the agenda items and minutes of the BOG, FC and BWC meetings of the Institutes.
- (iv) BOGs of individual Institutes may recommend amendments in First Statutes of NITs with regard to constitution of Search-cum-Selection Committee for appointment of Directors in NITs.
- (v) Time bound replies to the Parliament Questions and timely disposal of RTI issues.
- (vi) Property return for all faculty and non – faculty members to be posted on website.
- (vii) Nodal Officer for handling Court Cases of the Institutes and NIT Council's Websites at Institute's level, be appointed by all NIT's.
- (viii) Implementation of Brihaspati General Accounting System (BGAS) Software and nomination of suitable Officer dealing with accounts so as to have new uniform accounting standard.

**Item No.7.16:**      **Nomination of members as Council's nominee on the Board of Governors of NITs as per Section 11 (e) of the NITSER Act, 2007.**

The Council ratified the decision taken by Hon'ble HRM in his capacity as Chairman, Council of NIT's for the Council's nominee on the Board of Governors of 11 NITs.

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Item No.7.17: Handing over charge of the posts of Director against the vacant position arising out of the departure of existing incumbents.

The Council of NITs noted the action taken in this regard.

Item No.7.18: Creation of 95 Supernumerary Seats for compensating errors in seat allotment under CSAB-2013 process.

The Council ratified the action taken by Chairman NIT Council with regards to CSAB-2013

Item No.7.19: Status report on Appointments of Directors in NITs.

The Council noted the appointments of new Directors of NITs at Nagpur, Manipur, Agartala, and Delhi during the year 2013.

Item No.7.20: Report of the Chairman, CCMT – 2013 on Centralised Counselling for admission of students in Post Graduate programmes in NITs.

The Council expressed satisfaction over the work handled by Prof. I. K. Bhat and agreed to extend his term by one more year, for conducting CCMT for the academic year 2014-15.

Item No.7.21: Report of the Chairman, CSAB – 2013 on Central Counselling for admission of students in Under Graduate programmes in NITs.

The Council of NITs agreed to the recommendation of the Standing Committee on the usage of CSAB 2014-15 for supernumerary seats, in AICTE approved institution meant for deficient States. Prof. I.K. Bhat, Director MNIT-Jaipur to conduct CSAB for the academic year 2014-15.

Item No.7.22: Report of the DASA Committee on admission of foreign students during the academic years 2013 – 2014.

The- Council of NITs took note of the recommendations of the Standing Committee and agreed to continue with SAT score for selection of students under DASA

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scheme. Prof. Swapan Bhattacharya, Director NITK-Surathkal could supervise DASA for the academic year 2014-15.

**Item No.7.23: Report of Joint Entrance Examination – 2013.**

The Council of NITs agreed to continue JEE admissions 2014 on the same pattern and parameters as were used in 2013.

The Council of NITs meeting ended with vote of thanks to the Chair.

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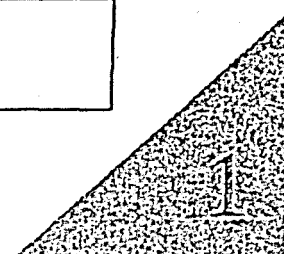
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**7<sup>TH</sup> MEETING OF THE COUNCIL OF  
THE NATIONAL INSTITUTES OF TECHNOLOGY (NITs)  
AT 10:30 A.M. ON 18.10.2013 (FRIDAY)  
AT MANEKSHAW CENTRE, DHAULA KUAN, NEW DELHI**

**LIST OF PARTICIPANTS**

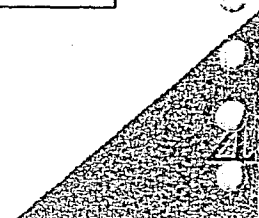
SL.NO.	NAME & DESIGNATION	REMARKS
1.	SHRI ASHOK THAKUR Secretary (Higher Education) Ministry of Human Resource Development Vice - Chairman, Council of NITs	
2.	MS. AMITA SHARMA Additional Secretary (TE) Ministry of Human Resource Development Member - Secretary, Council of NITs	
3.	SHRI YOGENDRA TRIPATHI Joint Secretary & Financial Adviser Ministry of Human Resource Development	
4.	SHRI SANJAY DHOTRE Member of Parliament, Lok Sabha	
5.	SHRI J. SATYANARAYANA, Secretary Department of Information Technology Ministry of Communication & Information Technology	Represented by Shri A.K. Pipal, Additional Director, DIET.
6.	PROF. PREM K. KALRA Director Indian Institute of Technology, Rajasthan	
7.	DR. MAHESHAPPA Vice Chancellor Visvesvaraya Technological University, Belgaum, Karnataka	
8.	PROF. P.N. SINGH Chairperson, Board of Governors National Institute of Technology, Agartala	
9.	DR. V.K. SARASVAT Chairperson, Board of Governors Motilal Nehru National Institute of Technology, Allahabad	
10.	PROF. G.K. MEHTA Chairperson, Board of Governors Maulana Azad National Institute of Technology, Bhopal	



SLNO.	NAME & DESIGNATION	REMARKS
11.	DR. C.G. KRISHNADAS NAIR Chairperson, Board of Governors National Institute of Technology, Calicut	
12.	DR. K.K. AGGARWAL Chairperson, Board of Governors Malaviya National Institute of Technology, Jaipur	
13.	DR. ANIL KAKODKAR Chairperson, Board of Governors Dr. B.R. Ambedkar National Institute of Technology, Jalandhar	
14.	PROF. S.K. JOSHI Chairperson, Board of Governors Visvesvaraya National Institute of Technology, Nagpur	
15.	PROF. M.B. VERMA Chairperson, Board of Governors National Institute of Technology, Patna	
16.	SHRI SUDHIR VASUDEVA Chairperson, Board of Governors National Institute of Technology, Raipur	Represented by Shri D. Adhikari, Executive Officer to Mr. Vasudeva
17.	SHRI B.S. SUDHIR CHANDRA Chairperson, Board of Governors National Institute of Technology, Rourkela	
18.	PROF. ASIS DATTA Chairperson, Board of Governors National Institute of Technology, Silchar	
19.	SHRI WAJAHAT HABIBULLAH Chairperson, Board of Governors National Institute of Technology, Srinagar	
20.	PROF. PARTHASARTHI CHAKRABORTI Director Motilal Nehru National Institute of Technology, Allahabad	
21.	DR. APPU KUTTAN K.K. Director Maulana Azad National Institute of Technology, Bhopal	
22.	DR. M.N. BANDYOPADHYAY Director National Institute of Technology, Calicut	Represented by Dr. Jose Mathew, Dean (P&C)

SL.NO.	NAME & DESIGNATION	REMARKS
23.	PROF. TARKESHWAR KUMAR Director National Institute of Technology, Durgapur	
24.	PROF. RAJNISH SHRIVASTAVA Director National Institute of Technology, Hamirpur	
25.	PROF. I.K. BHAT Director Malaviya National Institute of Technology, Jaipur	
26.	DR. SAMIR KUMAR DAS Director Dr. B.R. Ambedkar National Institute of Technology, Jalandhar	
27.	PROF. RAMBABU KODALI Director National Institute of Technology, Jamshedpur	
28.	DR. ANAND MOHAN Director National Institute of Technology, Kurukshetra	
29.	PROF. ASOK DE Director National Institute of Technology, Patna	
30.	DR. N.S. CHAUDHARI Director Visvesvaraya National Institute of Technology, Nagpur	
31.	DR. SUDARSHAN TIWARI Director National Institute of Technology, Raipur	
32.	PROF. SUNIL KUMAR SARANGI Director National Institute of Technology, Rourkela	
33.	DR. N.V. DESHPANDE Director National Institute of Technology, Silchar	
34.	PROF. SWAPAN BHATTACHARYA Director National Institute of Technology Karnataka, Surathkal	

SL.NO.	NAME & DESIGNATION	REMARKS
35.	DR. S. SUNDARRAJAN Director National Institute of Technology, Tiruchirappalli	
36.	PROF. T. SRINIVASA RAO Director National Institute of Technology, Warangal	
37.	SHRI R. SANTHANAM Chairperson, Board of Governors National Institute of Technology, Delhi	
38.	PROF. D.K. BASU Chairperson, Board of Governors National Institute of Technology, Meghalaya	
39.	DR. G.R.C. REDDY Director National Institute of Technology, Goa	
40.	DR. A.B. SAMADDAR Director National Institute of Technology, Sikkim	
41.	PROF. H.T. THORAT Director National Institute of Technology, Uttarakhand	
42.	DR. C.T. BHUNIA Director National Institute of Technology, Arunachal Pradesh	
43.	PROF. DILIP KUMAR SAIKIA Director National Institute of Technology, Meghalaya	
44.	DR. (MRS.) S.K. PANDEY Director National Institute of Technology, Puducherry	
45.	PROF. U.C. RAY Director National Institute of Technology, Mizoram	
46.	DR. S. BIRENDRA SINGH Director National Institute of Technology, Manipur	



SL.NO.	NAME & DESIGNATION	REMARKS
47.	DR. AJAY K SHARMA Director National Institute of Technology, Delhi	
48.	SHRI RAJESH SINGH Director (NITs) Department of Higher Education Ministry of Human Resource Development	
49.	SHRI RAJU SRINIVASAN Director (TE) Department of Higher Education Ministry of Human Resource Development	

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