

Information Handbook
Under
Right to Information Act



National Institute of Technology

Rourkela

March, 2010



**NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA-769008 (ORISSA)**

Information Handbook under Right to Information Act- 2005

1.1	Background of hand-book	Right to information Act 2005 (RTI Act)
1.2	Objective/Purpose of this hand-book	To provide information about the institute and sources of information
1.3	Users of this hand-book	Students and staff of the Institute general public, etc.,
1.4	Organisation of the information in this hand-book	As per guidelines of MHRD
1.5	Definitions	Institute: National Institute of Technology, Rourkela. Act: Right to Information Act, 2005 MOA: Memorandum of association between the Institute and the Ministry of HRD
1.6	Contact Person	<ol style="list-style-type: none"> 1. Public Information Officer (PIO) Er. S. K. Upadhyay, Registrar National Institute of Technology Rourkela – 769008 (Orissa) Phone – 0661-2476773 / 2462021 Email : registrar@nitrkl.ac.in 2. Asst. Public Information Officer (APIO) (Establishment , Procurement, Finance & etc.) Mr. K.P.Panigrahi, (AR, Internal Audit) National Institute of Technology, Rourkela –769008 (Orissa) Phone – 0661-2462091 Email: ar-ia@nitrkl.ac.in 3. Asst. Public Information Officer (APIO) (Academic & etc.,) Mr. B. Acharya, AR(Academic) National Institute of Technology, Rourkela –769008 (Orissa) Phone – 0661-2462031 Email: ar-ac@nitrkl.ac.in 4. Appellate Authority Prof. Sunil Kr. Sarangi Director National Institute of Technology Rourkela –769008 (Orissa) Phone : 0661-2472050(O)/ 0661-2472081(R) Cell - 9437041081 Email : director@nitrkl.ac.in
1.7	For additional information	<ol style="list-style-type: none"> 1. Refer various rules and regulation books of the Institute. 2. Contact the appropriate officer as per list in this book or the Institute website.

2.1. Mission:

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

2.2. Vision

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

2.3. Guiding Principle

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

2.4. Brief history of the Institute and context of its formation

The National Institute of Technology, Rourkela was founded as the Regional Engineering College, Rourkela on 15th August, 1961. The Institute was declared as the National Institute of Technology with Deemed to be University status on 26th June, 2002 by the Ministry of Human Resource Development, Govt. of India. It is a prestigious Institute with a reputation for excellence at both Undergraduate and Postgraduate level. On 15th August 2007, it was declared as an Institute of National Importance by the NIT-Act 2007 passed by the Parliament.

The city of Rourkela came into prominence in the year 1954-55, with establishment of the first public sector steel plant of post-independence India with assistance of the Government of the then West Germany. At present it is a bustling industrial town, cosmopolitan by nature and connected to all parts of the country by road and rail. The campus is an extension of the steel town itself, green, serene and peaceful. The location of the Institution is about 8 km from Rourkela Railway Station and 2 km from the Bus -stand.

Nesting amidst greenery on all sides, the Institute houses state-of-the-art academic and research infrastructure-lecture galleries, laboratories, resource-centres, sports grounds, open-air theatre, hospital, food-courts and many more.

The Institute is spread over 262 hectare of lush green picturesque landscape, against a hilly backdrop, creating a tranquil environment within a completely residential campus for students and staff. Functionally and aesthetically spread out, it aims at intellectual growth in an ambience that is free-flowing and community-friendly. The soothing breeze rustling through the trees is just one of the several ingredients that make this lovely place laid-back and relaxing; just the right conditions essential to concentrate on studies.

2.5. Duties of the Institute

Teaching and Research.

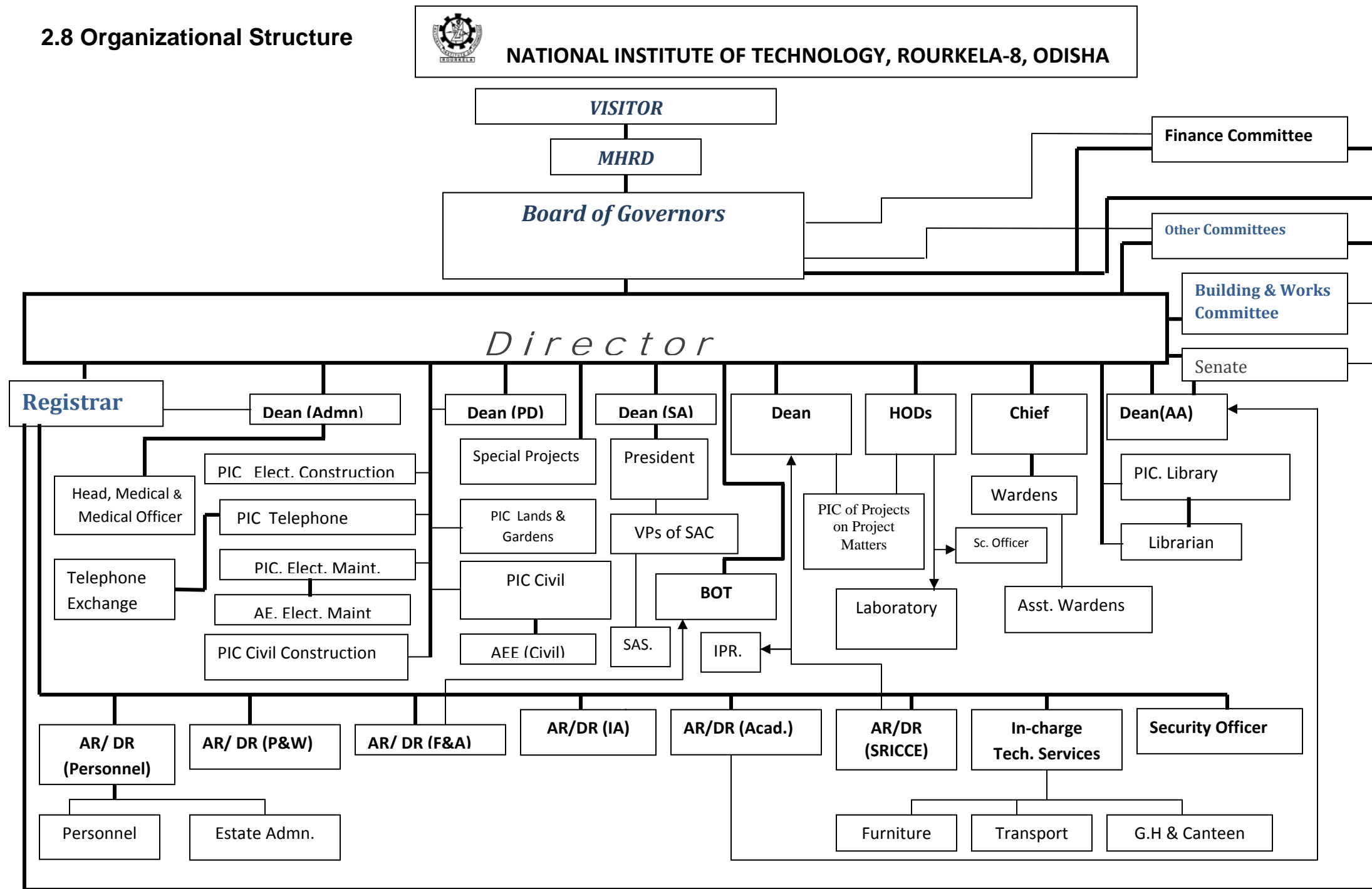
2.6. Main activities/functions of the Institute

Teaching at undergraduate and postgraduate levels. Research by faculty and research by students leading to Masters and doctoral degrees, sponsored research, industrial consultancy and continuing education.

2.7. Services being provided by the Institute

- Teaching at UG and PG levels in engineering, science and humanities (see details of teaching programs on the website).
- State-of-the-art research in frontier areas of science and technology.
- Carrying out sponsored research and consultancy projects.
- Providing continuing education to personnel from academia, industry and Government.
- Organizing conferences, seminars and short term courses.

2.8 Organizational Structure



2.9. Expectation of the Institute from the public for enhancing its effectiveness and efficiency

The Institute needs support, cooperation and suggestions from all citizens of India. In particular, the Institute seeks cooperation of the public in eliminating undue encroachment in its academic and administrative freedom from outside the Institute and in establishing a rule of law.

2.10. Arrangements and methods made for seeking public participation/contribution.

The public involvement in functioning of the Institute is through Board of Governors, Finance and Building & Works Committee which have members representing Industry, academics and Government. The Institute welcomes dialogue with citizens' forums in matters affecting the general interest of the community.

2.11. Mechanism available for monitoring the service delivery and public grievance resolution

The monitoring is done through the different Committees and the Board of Governors.

2.12. Address of the Institute

National Institute of Technology
Rourkela –769008 (Orissa)

2.13. Institute working hours

Teaching & Administration: 8.00 AM to 12.00 Noon & 1.15 PM to 5.15 PM. Research activities and essential services are open round the clock throughout the year.

3. Power and duties of officers

Director is the Principal Academic and Executive Officer of the Institute. The Director shall be responsible for the proper administration of the Institute, for the imparting of instruction and for maintaining discipline therein. The Director has the power to incur expenditure in accordance with the procedure laid down by the Board and the MHRD from time to time.

The Registrar is the custodian of records, funds of Institute and such other properties of the Institute.

Other officers and staff of the Institute assume powers, responsibilities and duties as assigned to them time to time by the Director.

4. Rules, regulations and instructions used

1. NIT Act, 2007
2. Statutes of NITR
3. Regulations for all academic programmes (UG/PG/Research)
4. Courses of studies (UG/PG)
5. Rules for purchase and works.
6. Rules for sponsored research, industrial consultancy and continuing education.
7. Resolutions of the Senate and Board of Governors.
8. Govt. of India Guidelines/Norms/Orders/Procedures issued from time to time.

5. Mode of Public Participation

The Institute encourages public participation and guidance through members representing them in the Board of Governors, The Finance Committee and the Building and Works Committee .

6. Official documents and their availability

In addition to the list mentioned under 4 above, following additional documents are available for reference in their respective offices and also on the Institute website.

1. Minutes of the Board of Governors.
2. Minutes of the Institute Senate.
3. Minutes of the meeting of the Committee of Deans and Heads of Departments.
4. Institute Annual Reports
5. Official releases of the Institute.

7. Board, Council, Committees and other Bodies:

A. Board of Governors :

The Board of Governors (BOG) consist of 10 members and have the power and responsibility for General superintendence, direction and control of the affairs of the Institute. As per NIT Act, 2007 & Statutes, Chairman of BOG shall preside over the meeting of the Board and has the duty to ensure the implementation of the decisions of the Board. Registrar is the ex-officio secretary of the BOG.

The Board of Governors : Present incumbents are –

Sl.No	Name	Contact No.
1.	Shri Drona Rath, Chairman-Cum-Managing Director MECON Limited and Chairman, BOG., N.I.T., Rourkela Ranchi – 834 002, JHARKHAND	0651-2482216/ 2482209 (0) Mobile: 9934011835 Fax: 0651-2482401/ 2482194/ 2482214 E.Mail: cmd@meconlimited.co.in
2.	Mr. N. K. Sinha, IAS Joint Secretary (Tech.) Ministry of Human Resource Development, (Dept. of Higher education), Government of India Shastri Bhawan, New Delhi – 110 001	Ph. No.011-23387781 Fax No. 011-23386903
3.	Sri S. K. Ray Additional Secretary & Financial Advisor, MHRD, Govt. of India, (Dept. of secondary & higher education), Shastri Bhawan, New Delhi – 110 001.	Ph. No. 011-23382696 Fax No. 011-23070668 Mobile: 09868886588
4.	Prof. O. N. Mohanty Former Professor, IIT Kharagpur and Former Vice-Chancellor, BPUT Plot No200, Unit-3, Kharavela Nagar Bhubaneswar – 751001.	Mobile: 94370 16808 Ph.No.0674-2535685(R) Fax 0674-2384433 E. Mail: omkarmohanty45@gmail.com omkarmohanty@yahoo.com
5.	Prof. G. C. Mitra, Retired Works Secretary, Government of Orissa, A/159, Sahidnagar, Bhubaneswar – 751 007.	Mobile: 9439043671 Tel Fax:0674-2301704(O) 0674-2546880 (R) E.Mail: gcmitra@gmail.com gcmitra@hotmail.com
6.	Prof. M. Chakrabarty Director Indian Institute of Technology Samantapuri Bhubaneswar – 751 013	Fax No.0674-2301983 Ph.0674-2300424(O) Mobile: 09434017355 E-Mail: director@iitbbs.ac.in
7.	Mrs. Bharati Panda Director Panda Technology Pvt. Ltd 24, 1 st Floor, Zone - II Moharana Pratap Nagar Bhopal- 462 011, Madhya Pradesh.	Mobile: 09893852452 Ph. O755-2553613/ 2573516/ 4271004 Tel Fax. Ph.0755-2553613 (O) E.Mail: panda@sancharnet.in
8.	Prof. Sunil Kr Sarangi Director National Institute of Technology Rourkela -769 008 (Orissa)	Ph. 0661-2462001 (0)/ 2472050(0) Mob: 9437041081 Fax: 2472926/ 2462022. E. Mail: director@nitrl.ac.in
9.	Prof. B. B. Biswal Professor (T&P) National Institute of Technology Rourkela -769 008 (Orissa)	Ph. 0661-2462181(O)/2463181(R) Mob. 943715876 Fax:2474840 E. Mail: bbbiswal@nitrl.ac.in

10.	Prof. S. K. Patel, Associate Professor, ME N.I.T., Rourkela.	Ph.2462516 (O), 2463516(R) M: 9437484951 E. Mail: skpatel@nitrkl.ac.in
11.	Er. S. K. Upadhyay Registrar & Secretary, BOG, National Institute of Technology Rourkela – 769 008(Orissa)	0661-2462021/ 2476773 (O) Fax: 2462022 Mobile: 9437153285 E. Mail: registrar@nitrkl.ac.in

B. Finance Committee:

The Finance Committee :

Present incumbents are :

Sl.No	Name	Contact No.
1.	Shri Drona Rath, Chairman-Cum-Managing Director MECON Limited and Chairman, BOG., N.I.T., Rourkela Ranchi – 834 002, JHARKHAND	0651-2482216/ 2482209 (O) Mobile: 9934011835 Fax: 0651-2482401/ 2482194/ 2482214 E.Mail: cmd@ranchi.mecon.co.in
2.	Mr. N. K. Sinha, IAS Joint Secretary (Tech.) Ministry of Human Resource Development, (Dept. of Higher education), Government of India Shastri Bhawan, New Delhi – 110 001	Ph. No.011-23387781 Fax No. 011-23386903
3.	Sri S. K. Ray Joint Secy. & Financial Advisor, MHRD, Govt. of India, (Dept. of secondary & higher education), Shastri Bhawan, New Delhi – 110 001.	Ph. No. 011-23382696 Fax No. 011-23070668 Mobile: 09868886588
4.	Prof. M. Chakrabarty Director Indian Institute of Technology Bhubaneswar – 751 013	Tel Fax:0674-2300424(O) Fax No.0674-2301983 Mobile: 09434017355 E-Mail: director@iitbbs.ac.in
5.	Mrs. Bharati Panda Director Panda Technology Pvt. Ltd 24, 1 st Floor, Zone - II Moharana Pratap Nagar Bhopal- 462 011, Madhya Pradesh.	Mobile: 09893852452 Ph. 0755-2553613/ 2573516/ 4271004 Tel Fax. Ph.0755-2553613 (O) E.Mail: panda@sancharnet.in
6.	Prof. Sunil Kr Sarangi Director National Institute of Technology Rourkela -769 008 (Orissa)	0671-2462001 (O)/ 2472050(O) Mob: 9437041081 Fax: 2472926/ 2462999 E. Mail: director@nitrkl.ac.in
7.	Er. S. K. Upadhyay Registrar and Member Secretary Finance Committee N.I.T., Rourkela.	0661-2462021/ 2476773 (O) Fax: 2462022 Mobile: 9437153285 E. Mail: registrar@nitrkl.ac.in

C. Building & Works Committee :**Building and works Committee:** Present incumbents are :

Sl No.	Name of the Members	Contact No.
1.	Prof. Sunil Kr. Sarangi, Director & Chairman, BWC, N.I.T., Rourkela	0671-2462001 (0)/ 2472050(0) Mob: 9437041081 Fax: 2472926/ 2462999 E. Mail: director@nitrkl.ac.in
2.	Mr. N. Mohan Das Deputy Educational Adviser (T) Ministry of Human Resource Development, Dept. of Secondary & Higher Education, Government of India Room No.435, C- Wing, Sashtri Bhavan, New Delhi -110 001.	<i>Fax: 011-23384345</i>
3.	Prof. G. C. Mitra, Retired Works Secretary, Government of Orissa, A/159, Sahidnagar, Bhubaneswar – 751 007.	Mobile: 9439043671 Tel Fax:0674-2301704(O) 0674-2546880 (R) E.Mail: gcmitra@gmail.com gcmitra@hotmail.com
4.	Shri Ajaya Kr. Nayak, AGM PL No.917095 Civil Engineering, Town Engineering Department, SAIL, RSP, Rourkela.	Mobile: 09778400078
5.	Shri Vinod Kr Shrivastava, AGM PL. No.041492 Refrigeration & Air Conditioning, RSP., SAIL, RSP, Rourkela Qr. No.B/ 56, Sector-5, Rourkela-769 002	Mobile: 09778400102 0661-2513963
6.	Prof. J.K. Pani Professor, Civil Engineering Dean (PD), NIT., Rourkela.	Ph. 0661-2462313(O) 0661-2463313® Mobile: 9437082737
7.	Er. S.K. Upadhyay Registrar & Secretary, BWC, NIT., Rourkela	0661-2462021/ 2476773 (O) Fax: 2462022 Mobile: 9437153285 E. Mail: registrar@nitrkl.ac.in

D. The Senate

Members of the Senate, NIT., Rourkela

A) Director:

1. Prof. Sunil .Kr. Sarangi, Director - Chairman, Senate

B) Registrar

2. Er. S. K. Upadhyay, Registrar - Secretary, Senate

C) Members:

3. Dr. B.S. Das, Emeritus Medical Scientist - Member
Indian Council for Medical Research,
Institute of Life Sciences, Bhubaneswar
M: 9937689286
4. Prof. (Mrs.) Padmja Mishra Professor & Head, Department of - Member
Economics, Utkal University, Vani Vihar, Bhubaneswar
5. Prof. R.V. Rajakumar, Former Dean (AA) - Member
Department of E&ECE, I.I.T., Kharagpur

D) All Professors:

6. Prof. Gyanaranjan Satpathy, BM - Member
7. Prof.(Mrs) Krishna Parmanik, BM - Member
8. Prof. K.C. Patra, CE - Member
9. Prof. M. Panda, CE - Member
10. Prof. N.R. Mohanty, CE - Member
11. Prof. J.K. Pani, CE - Member
12. Prof. N. Roy, CE - Member
13. Prof. A.K. Pradhan, CE - Member
14. Prof. S.P.Singh, CE - Member
15. Prof. S. K. Sahu, CE - Member
16. Prof. C.R. Patra, CE - Member
17. Prof. Ramakar Jha,CE - Member
18. Prof. G.K. Roy, CH - Member
19. Prof. P. Rath, CH - Member
20. Prof. S.K. Agarwal, CH - Member
21. Prof. R. K. Singh, CH - Member
22. Prof. S.K. Rath, CS - Member
23. Prof. S.K. Jena, CS - Member
24. Prof. B. Majhi, CS - Member
25. Prof. S. Bhattacharya, CR - Member
26. Prof. K.M. Purohit, CY - Member
27. Prof. G.S. Rath, EC - Member
28. Prof. K.K. Mohapatra, EC - Member
29. Prof. S.K. Patra, EC - Member
30. Prof. P.C. Panda, EE - Member
31. Prof. B. Subudhi, EE - Member

32. Prof. A. K. Panda, EE	-	Member
33. Prof. A. Behera, MA	-	Member
34. Prof.(Mrs.) K.L. Roy, MA	-	Member
35. Prof. D.G. Sahoo, MA	-	Member
36. Prof.G.K.Panda, MA	-	Member
37. Prof. Snehashish Chakravarty,MA	-	Member
38. Prof. K. C. Pati, MA	-	Member
39. Prof. N. Kavi, ME	-	Member
40. Prof. B.K. Nanda, ME	-	Member
41. Prof. R.K. Sahoo, ME	-	Member
42. Prof. K.P. Maity, ME	-	Member
43. Prof. S.S. Mohapatra , ME	-	Member
44. Prof. D.R.K. Parhi, ME	-	Member
45. Prof. S. K. Sahoo, ME	-	Member
46. Prof. P.K. Ray,ME	-	Member
47. Prof. A.K. Panda, MM	-	Member
48. Prof. G.S. Agarwal, MM	-	Member
49. Prof. U.K. Mohanty, MM	-	Member
50. Prof. B.B. Verma , MM	-	Member
51. Prof. B.C. Ray, MM	-	Member
52. Prof. S.C. Mishra , MM	-	Member
53. Prof. B.K. Pal, MN	-	Member
54. Prof. S. Jayanthu, MN	-	Member
55. Prof. D. P. Tripathy, MN	-	Member
56. Prof. S. Panigrahi , PH	-	Member
57. Prof. B.B. Biswal, TP	-	Member

E) Other members of the staff as invitees.

58. Prof. R. K. Patel, Head, CY	-	Invitee
59. Prof. J. Bera, Head, CR	-	Invitee
60. Prof. (Ms.) B. Pattnaik, Head, HS	-	Invitee
61. Prof. B. Ganguli, Head, PH	-	Invitee
62. Mr. B. Acharya, Asst. Registrar, Academic	-	Invitee

F) Student Invitees:

Sl. No.	Name of the student	Roll No & Branch	Invitee
1.	Ms Surbhi Ashri	Roll No.208BM108 M. Tech 2 nd year, BM	Invitee (PG & R) to Senate
2.	Sri Abhijit Samal	Roll No.107CS025 B. Tech 3 year, CS	Invitee (UG) to Senate

8. Asst. Public Information Officer (APIO) Establishment , Procurement, Finance)

Mr. K.P.Panigrahi, (AR, Internal Audit)
National Institute of Technology,
Rourkela –769008 (Orissa)
Phone – 0661-2462091
Email: ar-ia@nitrkl.ac.in

**Asst. Public Information Officer (APIO)
(Academic)**

Mr. B. Acharya, AR(Academic)
National Institute of Technology,
Rourkela –769008 (Orissa)
Phone – 0661-2462030
Email: ar-ac@nitrkl.ac.in

Public Information Officer (PIO)

Er. S. K. Upadhyay,
Registrar
National Institute of Technology
Rourkela – 769008 (Orissa)
Phone – 0661-2476773 / 2462021
Email : registrar@nitrkl.ac.in

Appellate Authority

Prof. Sunil Kumar Sarangi
Director
National Institute of Technology
Rourkela – 769008 (Orissa)
Phone : 0661-2472050(O)/ 0661-2472081(R)
Cell - 9437041081
Email : director@nitrkl.ac.in

9. Procedure followed to take a decision for various matters

The Institute has a Director, Six Deans, Heads of the Departments, Registrar, Faculty members, Deputy and Asst. Registrars who carry out the various functions of the Institute as per procedures laid down in the NIT Act, 2007 , Statutes and by the BOG from time to time. The decision is communicated to public by notices, announcements, website and advertisements. The final authority to vet and decision lies with the Board of Governors . The Institute takes decision regarding students' affairs, staff affairs, facilities of the Institute and the infrastructure.

10. Executive and Administrative Officers of the Institute

General Administration:

Position	Name	Phone (O)	Phone (R)	Email ID
Director	Prof.Sunil Kr Sarangi	2462001	2463001	director@nitrkl.ac.in
Registrar	Er.S. K. Upadhyay	2462021	2463021	registrar@nitrkl.ac.in
Deans				
Academic (AC)	Prof. A. Behera	2462011	2463702	dean-aa@nitrkl.ac.in
Alumni Relation & Resource Generation (AR)	Prof. K. C.Patra	2462016	2463317	dean-ar@nitrkl.ac.in
Planning & Development (PD)	Prof. J. K.Pani	2462313	2463313	dean-pd@nitrkl.ac.in
SRICCE (SR)	Prof. S. K. Jena	2462015	2463352	dean-sr@nitrkl.ac.in
Students Affairs (SA)	Prof.(Mrs.)K. Paramanik	2462014	2463283	dean-sa@nitrkl.ac.in
Faculty Welfare (FW)	Prof.P.C.Panda	2462408	2463408	Dean-fw@nitrkl.ac.in

Head of Departments/Centre/Section				
Bio-Technology & Med. Engg. (BM)	Prof. N.R.Mohanty	2462311	2463311	nrmohanty@nitrkl.ac.in & hod-bm@nitrkl.ac.in
Ceramic (CR)	Prof.S. Bhattacharya	2462202	2463202	hod-cr@nitrkl.ac.in
Chemical (CH)	Prof.S.K.Agarwal	2462256	2463256	hod-ch@nitrkl.ac.in
Chemistry (CY)	Prof.R.K.Patel	2462654	2463654	hod-cy@nitrkl.ac.in
Civil (CE)	Prof.M.Panda	2462319	2463119	hod-ce@nitrkl.ac.in
Computer Science (CS)	Prof.B.Majhi	2462352	2463352	hod-cs@nitrkl.ac.in
Electrical (EE)	Prof.B.Subudhi	2462401	2463406	hod-ee@nitrkl.ac.in
Electronics & Communication (EC)	Prof.S.K.Patra	2462454	2463454	hod-ei@nitrkl.ac.in
Humanities & Social Sc. (HS)	Prof.(Mrs.) B.Patnaik	2462692	2463692	hod-hs@nitrkl.ac.in
Life Science (LS)	Prof.K.M.Purohit	2462953	2463654	hod-ls@nitrkl.ac.in
Mechanical (ME)	Prof.R.K.Sahoo	2462501	2463513	hod-me@nitrkl.ac.in
Met. & Mat. (MM)	Prof.B.B.Verma	2462551	2463552	hod-mm@nitrkl.ac.in
Mining (MN)	Prof.S.Jayanthu	2462605	2463605	hod-mn@nitrkl.ac.in
Mathematics (MA)	Prof.(Mrs.) K.L.Roy	2462702	2463702	hod-ma@nitrkl.ac.in
Physics (PH)	Prof.B.Ganguly	2462723	2463723	hod-ph@nitrkl.ac.in
School of Management (SM)	Prof.S.K.Rath	2462356	2463356	hod-sm@nitrkl.ac.in
Training & Placement (TP)	Prof.B.B.Biswal	2462181	2463181	bbbiswal@nitrkl.ac.in

Computer Centre (CC)	Prof.D.P.Mohapatra	2462356	2463356	durga@nitrkl.ac.in
Central Workshop (WS)	Prof.S.S.Mohapatra	2462512	2463512	ssm@nitrkl.ac.in
Professor I/C Library (LB)	Prof. S.Panigrahi	2462723	2463723	spanigrahi@nitrkl.ac.in
Asst. Registrar (I.A)	Mr. K.P.Panigrahi	2462091	2463091	ar-ia@nitrkl.ac.in
Asst. Registrar (ES)	Mr. K.P.Panigrahi	2462091	2463091	ar-ia@nitrkl.ac.in
Asst. Registrar (F.A)	Mr. P.K.Panda	2462041	2463041	fin-officer@nitrkl.ac.in
Asst. Registrar (AC)	Mr. B.Acharya	2462031	2463031	ar-acad@nitrkl.ac.in
Asst. Registrar (P&W))	Mrs. S.Sahoo	2462051	2463051	swagatikas@nitrkl.ac.in
Asst. Registrar (SRICCE)	Mrs. S.Sahoo	2462051	2463051	swagatikas@nitrkl.ac.in
Medical (MD)	Dr.S.Naik	2462111	2463111	snaik@nitrkl.ac.in
Security Inspector (SS)	Mr.B.Champatiray	2462131	2463131	so@nitrkl.ac.in

Miscellaneous Offices				
UG Admission	Prof.K.M.Purohit	2462953	2463654	kmpurohit@nitrkl.ac.in
Chief Warden of Halls (CW)	Prof.B.K.Pal	2465001	2463605	bkpal@nitrkl.ac.in
Co-ordinator, TEQIP (TQ)	Prof.B.B.Biswal	2462181	2463181	bbbiswal@nitrkl.ac.in
Guest House, In-charge (GH)	Mr. D. Sahoo	2464000	2463061	dsahoo@nitrkl.ac.in
Asst. Executive Engineer(Civil))	Mr.S.P.Mohapatra	2462071	2463071	spmohapatra123@gmail.com
SAS Officer (SA)	Dr.P.K.Rout	2462171	2463071	pkrou@nitrkl.ac.in
SAS Officer (SA)	Dr. T.R.Patnaik	2462170	2463070	trpatnaik@nitrkl.ac.in

11. Pay structure of Institute Staff.

FACULTY:-					
Sl.No.	Name of the Post	Nature of Post	Pay Band	AGP/GP	
1.	Professor	Teaching	PB-4	10000 , 12000	
2.	Associate Professor	Teaching	PB-4	9000	
3.	Assistant Professor	Teaching	PB-3	6000-7000-8000	
NON-TEACHING STAFF:-					
Sl.No	Designation	Pre-Revised Pay Scales	Revised Pay		
			Name of the pay Band	Grade Pay	Pay Band
1.	Registrar	16400-22400	37400-6700	10000	PB-4
2.	Dy. Registrar	12000-15500	15600-39100	5400	PB-3
3.	Asst. Registrar	8000-13500	15600-39100 (Direct Recruitment)	5400	PB-3
			9300-34800 (Through ACP)	5400	PB-2
4.	Sr. Medical Officer	10000-15200	15600-39100	6600	PB-3
5.	Asst. Librarian / Physical Training Officer	6500-10500	9300-34800	4200	PB-2
6.	Medical Officer/ System Prog. / Spl. Officer (IPED)	8000-13500	15600-39100	5400	PB-3
7.	Asst. Exec. Engr.	8000-13500	15600-39100	5400	PB-3
8.	Security Officer	6500-10500	9300-34800	4200	PB-2
9.	Physical Training Instructor	5500-9000	9300-34800	4200	PB-2
10.	Asst. Engineer	6500-10500	9300-34800	4200	PB-2
11.	Sr. Tech. Asst.	6500-10500	9300-34800	4200	PB-2
12.	Secretary to Director/ Registrar	6500-10500	9300-34800	4200	PB-2
13.	Asst. Suptd./Accountant / Library Information Asst. / Scret. Gr. II	5000-8000	9300-34800	4200	PB-2
14.	Tech. Asst.	5500-9000	9300-34800	4200	PB-2
15.	Security Inspector	5000-8000	9300-34800	4200	PB-2
16.	Draughtsman	5000-8000	9300-34800	4200	PB-2
17.	Superintendent	5500-9000	9300-34800	4200	PB-2
18.	Mechanic(Gr.I)	5500-9000	9300-34800	4200	PB-2
19.	Sr. Steno	5000-8000	9300-34800	4200	PB-2
20.	Sr. Mechanic (Gr.II)	5000-8000	9300-34800	4200	PB-2
21.	Sr. Asst. / Cashier / Store Keeper	5000-8000	9300-34800	4200	PB-2
22.	Pharmacist	4500-7000	5200-20200	2800	PB-1
23.	Jr. Stenographer	4000-6000	5200-20200	2400	PB-1
24.	Driver	4000-6000	5200-20200	2400	PB-1
25.	Mechanic (Gr.III)	4500-7000	5200-20200	2800	PB-1
26.	Lab. Asst.	5000-8000	9300-34800	4200	PB-2
27.	Jr. Asst. / Asst. Cashier	4000-6000	5200-20200	2400	PB-1
28.	Attant. (Selection Grade)	3050-4500	5200-20200	1900	PB-1
29.	Attant. Gr. I	3050-4500	5200-20200	1800	PB-1
30.	Attant. Gr. II	2650-4000	5200-20200	1800	PB-1

In addition to the basic pay, staff members get dearness pay, dearness allowance and other benefits at par with Central Government employees.

12. Budget

Year	Fund Received			Internal Revenue Generation			Actual Expenditure		
	Plan (Gen)	Non-Plan	Plan (OBC)	Plan (Gen)	Non-Plan	Plan (OBC)	Plan (Gen)	Non-Plan	Plan (OBC)
2007-08	1300.00	2140.00	-----	-----	386.70	-----	1941.70	2158.32	-----
2008-09	900.00	2874.50	4026.25	-----	504.50	-----	942.78	2898.19	2238.31
**2009-10	1700.00	2061.00	4052.00	-----	527.50	-----	1255.47	5266.55	4509.92

** The figures of 2009-10 are upto 28th March, 2010. (Current Year)

13. Concessions availed by the Institute

- (i) Customs Duty exemption as per rules of the Central Government.
- (ii) Excise Duty Exemption as per rules of the Central Government.

14. Norms / Standards

Norms and standards for various academic programmes of the Institute are set by the Senate, which also monitors progress and achievements of students undertaking various academic programs. Norms and standards for administrative activities are set by the BOG and are monitored by it.

15. Information Available in Electronic Form

All relevant information about Institute activities are made available on the website www.nitrkl.ac.in

16. Means, methods and facilities available to citizens for obtaining information.

Citizens can obtain information from web site, advertisement and notice boards, and can get specific information through post or email, press releases, telephones etc.

17. Frequently Asked Questions

Information often required by students, staff and citizens are available on the website of the Institute: www.nitrkl.ac.in.

