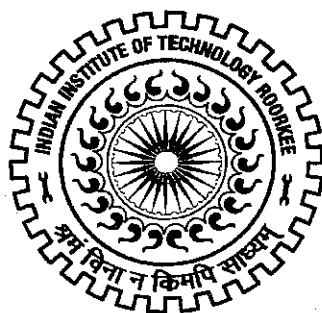


अभिशासक परिषद
की षष्ठम् बैठक का कार्यवृत्त

MINUTES OF THE SIXTH MEETING
OF THE
BOARD OF GOVERNORS

7th June 2003



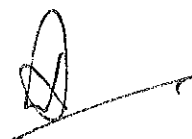
भारतीय प्रौद्योगिकी संस्थान रूड़की
रूड़की - 247 667 (भारत)

INDIAN INSTITUTE OF TECHNOLOGY ROORKEE
ROORKEE-247 667 (INDIA)

INDIAN INSTITUTE OF TECHNOLOGY ROORKEE
ROORKEE – 247 667

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20 JUN 2003

**INDIAN INSTITUTE OF TECHNOLOGY, ROORKEE
ROORKEE – 247 667**

**MINUTES OF THE SIXTH MEETING OF THE BOARD OF GOVERNORS
HELD ON 7th JUNE 2003 AT 2.00 P.M. IN THE BOARD ROOM OF THE
INSTITUTE.**

PRESENT:

- | | | |
|----|--|-------------|
| 1. | Prof. S. K. Joshi | - Chairman |
| 2. | Prof. Prem Vrat, Director, IITR | - Member |
| 3. | Mr. Sudripto Roy | - Member |
| 4. | Prof. D. P. Singh | - Member |
| 5. | Prof. K. G. Ranga Raju | - Member |
| 6. | Prof. M. L. Kapoor | - Member |
| 7. | Lt. Col. (Retd.) A. K. Srivastava
Registrar, IITR | - Secretary |

An apology was conveyed by Prof. R. Natarajan, Chairman, AICTE for not attending the meeting:

At the outset, the Chairman welcomed the members to the Sixth Meeting of the Board of Governors.

The agenda was then taken up.

**Item No.6.1.1 To confirm the minutes of the Fifth Meeting of the Board of
Governors held on 1st March 2003.**

The letter received from the Integrated Finance Division, MHRD, on the minutes of the 5th meeting of the Finance Committee was circulated to members of the Board. After discussion on all points raised the above letter, the minutes of the fifth meeting of the Board of Governors held on 1st March 2003 were confirmed.



7th June 2003

Item No.6.1.2

To receive a report on the action taken on the decisions of the previous meeting of the Board of Governors held on 1st March 2003.

The Board **NOTED** the position of the actions taken on the Minutes of the above meeting, as reported with the under mentioned observation:

**Item No. 5.4.2
dated 1st March 2003**

The MHRD be requested to expedite the approval of the case of Regularisation of Quasi-Regular Staff sent by IIT Roorkee.

Item No. 6.1.3

Presentation by Professor-in-charge, Planning on utilization and proposed expenditure of plan funds, showing the details of projects in hand, projects in the pipeline, equipment procured and to be procured with the capital outlay involved in each case.

The Board appreciated the presentation made by Dr. Ravi Bhushan, Professor In-charge, Planning on utilization and proposed expenditure of plan funds. The Board also noted that the Finance Committee had earlier approved the Revised Estimates for the year 2003-2004 and the Budget Estimates for the year 2004-2005, which had been arrived at after discussion with the MHRD.

Item No. 6.1.4

To receive a report on the academic activities of the Department of Chemical Engineering.

The presentation made by Dr. Bikash Mohanty, Professor & Head, Department of Chemical Engineering on the academic activities/ achievements of the Department evoked interest from members of the Board.



20 JUN 2003

Item No. 6.1.5

To receive a report from the Director on the significant developments/ issues since the last meeting of the Board held on 29.6.2002.

The Board appreciated the report presented by the Director highlighting the significant developments/issues with special reference to (a) Honours and Awards (b) Director's visits to Departments (c) Academic matters (d) International Collaborations (e) Research & Development (f) Consultancy & Extension (g) Research Results (h) Appointments (i) Faculty matters (j) Student Affairs (Scholarships, Examinations etc.) (k) Placement (l) Seminars & Other Academic Events (m) Budget (n) MoUs (o) Events/ Meetings Organised (p) QIP Centre (q) New Equipment (r) Library (s) Course on "Air-Conditioning & Refrigeration System Design" for the Engineers of All India Radio, Doordarshan, Delhi conducted by the Centre for Continuing Education (t) Important Visitors to the Institute (u) Publications (v) Construction activities/development of infrastructure.

Item No. 6.1.6

To receive a report that the M.H.R.D. has sanctioned 23 projects under various schemes with a total outlay of Rs.2.34 crore to the faculty of this Institute in the financial year 2002-2003. An amount of Rs.1.62 crore has been released against these schemes so far.

The Board **NOTED** the report and opined that a macro view on the status of the implementation of the project(s) funded by the MHRD be given periodically in the Director's report. In addition the persons involved in consultancy in excess of Rs.50.00 lacs be conveyed an appreciation of the Board.



20 JUN 2003

Item No. 6.2.1 **To consider the administrative approvals and financial sanctions as recommended in the Fifth meeting of the Building and Works Committee held on 3rd May 2003.**

The Board **NOTED** the recommendations of the Fifth Meeting of the Building and Works Committee held on 3rd May 2003, with the observation that the items needing specific approval of the Board had been presented as separate agenda items for the Finance Committee and the Board of Governors, respectively.

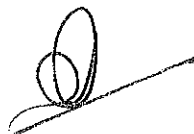
Item No.6.2.2 **To consider the proposal for construction of 28 Nos. Multistoried Faculty Residences and according Administrative Approval & Expenditure Sanction as recommended by the Building & Works Committee.**

The recommendations of the Finance Committee were placed before the Board of Governors. After discussion the Board approved the recommendations of the Finance Committee as well as preliminary estimates of Rs.521.00 lacs for this construction.

RESOLUTION NO.BG/32/2003: RESOLVED THAT administrative approval and expenditure sanction for the estimates amounting to Rs.521.00 lacs as submitted by the CPWD (**APPENDIX 'A'**) and recommended by the Building & Works Committee for construction of 28 Nos. Multistoried Faculty Residences be accorded.

Item No. 6.2.3 **To consider the proposal for Widening and Strengthening of Road from SDM Chowk to BEG & Centre Gate of I.I.T. Roorkee and according Administrative Approval & Expenditure Sanction as recommended by the Building & Works Committee.**

The Finance Committee had recommended that the issue be taken up with the Nagar Palika, Roorkee. The Board approved the recommendations of the Finance Committee.



RESOLUTION NO. BG/33/2003: RESOLVED THAT IIT Roorkee should take up the matter with the Nagar Palika, Roorkee and request them to widen and strengthen the road from the SDM Chowk to the BEG & Centre Gate out of Nagar Palika funds.

Item No. 6.2.4 To consider the proposal for Construction/Raising of the existing Boundary Wall around the Institute Campus for Security purposes and according Administrative Approval & Expenditure Sanction as recommended by the Building & Works Committee.

The Finance Committee had considered the matter and decided that the preliminary estimates recommended by the Building & Works Committee be accepted. The recommendations of the Finance Committee were placed before the Board. The Board approved the recommendations of the Finance Committee.

RESOLUTION NO. BG/34/2003: RESOLVED THAT administrative approval and expenditure sanction for the estimates amounting to Rs.61.00 lacs (**APPENDIX 'B'**) for Construction/ Raising of the existing Boundary Wall around the Institute Campus for Security purposes, be accorded.

Item No. 6.2.5 To consider the recommendations of the Senate to increase 12 seats with assistantship in M.Tech. programmes of the Department of Electrical Engineering.

The Board **CONSIDERED** the recommendations of the Senate to increase 12 seats with assistantship in the M.Tech. programmes of the Department of Electrical Engineering, and accepted the recommendation.

RESOLUTION NO. BG/35/2003: RESOLVED THAT as recommended by the Senate in its meeting held on 30th April 2003, the proposal to increase the intake by three seats with assistantships in each of the four M.Tech. programmes in the Department of Electrical Engineering be approved w.e.f. the academic year 2003-2004.



Item No. 6.2.6

To consider the recommendations of the Senate to rename the M.Tech. (Remote Sensing & Photogrammetry Engg.) Degree course as M.Tech. (Geomatics Engineering) in the Department of Civil Engineering.

The Board **CONSIDERED** the recommendations of the Senate to rename the M.Tech. (Remote Sensing & Photogrammetry Engineering) degree course as M.Tech. (Geomatics Engineering) in the Department of Civil Engineering, and accepted the recommendation.

RESOLUTION NO. BG/36/2003: RESOLVED THAT as recommended by the Senate in its meeting held on 30th April 2003, the proposal of the Department of Civil Engineering to rename the M.Tech. (Remote Sensing & Photogrammetry Engineering) degree course to M. Tech. (Geomatics Engineering) be approved.

Item No. 6.3.1

Granting of Transport Allowance to the Casual Labour of the Institute with temporary status.

The Finance Committee had considered this issue. The recommendations of the Finance Committee were placed before the Board of Governors. After discussion the Board approved the recommendations of the Finance Committee.

RESOLUTION NO. BG/37/2003: RESOLVED THAT transport allowance to the Casual Labour of the Institute with temporary status be approved as per Government of India norms. The financial implications on this account would be Rs. 1,00,800 per year. This will be effective w.e.f. 7th June 2003.

Item No. 6.3.2

Payment of Gratuity to the Staff registered under 'Y' category (Daily wage/contract) on the basis of the Gratuity Act No. 39 of 1972.

The Finance Committee had considered this issue. The recommendations of the Finance Committee were placed before the Board of Governors. After discussion the Board approved the recommendations of the Finance Committee.



RESOLUTION NO.BG/38/2003: RESOLVED THAT gratuity be granted to those persons who have superannuated or will superannuate on or after 21.9.2001.

Item No. 6.3.3 To consider the modified ACP for the Group B, C & D Staff of the Institute.

RESOLUTION NO. BG/39/2003: RESOLVED THAT the modified Assured Career Progression Scheme (ACP) for Non-Academic Group B, C & D Staff of the Institute, as recommended by the IIT Directors (**APPENDIX 'C'**) be pursued further and it be assured that there is uniformity in all IITs on this. MHRD be approached for ensuring this uniformity.

Item No. 6.3.4 To consider a Scheme for providing medical facilities to the staff after their retirement.

RESOLUTION NO. BG/40/2003: RESOLVED THAT as recommended by the IIT Directors, the Scheme for providing medical facilities to the staff after their retirement as given at **APPENDIX 'D'** be accepted. The same be sent to MHRD for specific approval of the Council of IITs.

Item No. 6.3.5 To consider an addition in the period of qualifying service in the case of the academic staff engaged in research and teaching at the level of lecturer and above for superannuation pension.

RESOLUTION NO. BG/41/2003: RESOLVED THAT as per Rule 30 of the CCS (Pension) Rules 1972, the period of five years may be added to the qualifying service of the academic staff engaged in research and teaching at the level of lecturer and above for superannuation pension subject to the under-mentioned conditions:

(1) "[A Government servant who retires from a service or post after the 31st March, 1960], shall be eligible to add to his service qualifying for superannuation pension (but not for any other class of pension) the actual period not exceeding one-fourth of the length of his service or the actual period by which his age at the time of recruitment exceeded twenty-five years or a period of five years, whichever is less, if the service or post to which the Government servant is appointed is one -



- (a) for which postgraduate research, or specialist qualification or experience in scientific, technological or professional fields, is essential; and
- (b) to which candidates of more than twenty-five years of age are normally recruited:

Provided that this concession shall not be admissible to a Government servant unless his actual qualifying service at the time he quits Government service is not less than ten years.

Provided also that this concession shall not be admissible to those who are eligible for counting their past service for superannuation pension unless they opt before the date of their retirement, which option once exercised shall be final, for the weightage of service under this sub-rule forgoing the counting of the past service.


Further RESOLVED that -

- (a) The benefit of additional qualifying service will be applicable to all members of academic staff defined vide Statute 11.
- (b) The benefit will be given to those members of the academic staff who were appointed after 31.3.1960.
- (c) A member of academic staff on retirement may either get the benefit of additional qualifying service or may avail the benefit of counting of past service rendered prior to joining IIT Roorkee, but not both.

This benefit will be given to those members of academic staff who retire from IIT Roorkee service after 21st September 2001.

Item No. 6.4.1 **To consider the extension of pay scale of Rs. 5500-9000 to Assistants/ Senior Stenographers.**

RESOLUTION NO. BG/42/2003: RESOLVED THAT the issue for extension of pay scale of Rs. 5500-9000 to Assistants/ Senior Stenographers be referred to MHRD to confirm whether orders have been issued to other IITs to withdraw the grant of the higher scale of Rs. 5500-9000.



- Item No. 6.4.2** To consider the extension of pay scale of Rs. 5500-9000 to Technical Assistants/ UDC (SG).

RESOLUTION NO. BG/43/2003: RESOLVED THAT the issue for extension of pay scale of Rs. 5500-9000 to Technical Assistants/ UDC (SG) be referred to MHRD to confirm whether orders have been issued to other IITs to withdraw the grant of the higher scale of Rs.5500-9000.

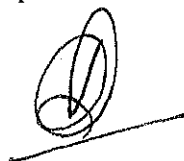
- Item No. 6.4.3** To consider the report of the Committee constituted to look into the matter related to regularization of staff, presently working against the Syndicate created positions in the IIT Roorkee.

The Finance Committee had considered this issue . The recommendations of the Finance Committee were placed before the Board of Governors. After discussion the Board approved the recommendations of the Finance Committee.

RESOLUTION NO. BG/44/2003: RESOLVED THAT the report of the Committee constituted to look into the matter related to regularization of staff, presently working against the Syndicate created positions in the IIT Roorkee as given at **APPENDIX 'E'** be approved with the condition that the accounts personnel in the Construction Division will be relocated in the Finance & Accounts Office of the Institute, and all the payments pertaining to the Construction Division will be made by the Finance & Accounts Office, only.

- Item No. 6.4.4** To consider the introduction of the concept of Joint Professors so as to increase inter - departmental research activities in the Institute.

RESOLUTION NO. BG/45/2003: RESOLVED THAT the concept of Joint Professors as given in the **agenda note** to increase inter-departmental research activities in the Institute be accepted in principle.



- Item No. 6.4.5** To consider the conferment of statutory powers to an Officer of the Institute under Section 3 of the Public Premises (Eviction of unauthorized occupants) Act 1971 to deal with the unauthorized occupation of Institute residences, buildings, premises etc.

RESOLUTION NO. BG/46/2003: RESOLVED THAT the Director be authorized to identify an Officer who will be designated as the Estate Officer under Section 3 of the Public Premises (Eviction of Unauthorized Occupants) Act 1971. A letter be written to MHRD to issue the necessary Gazette Notification.

- Item No. 6.4.6** To consider the request of retired employees of the Institute for retention of Institute accommodation for a period of one year from the date of retirement.

RESOLUTION NO. BG/47/2003: RESOLVED THAT the request of retired employees of the Institute for retention of Institute accommodation be approved for a period of four months as under:

Sl. No.	Name of employees	Date of retirement	Period for which retention of residence is approved.
1.	Sri Daya Ram Research Technician (Retd.)	28.2.2003	1.3.2003 to 31.10.2003
2.	Sri D.V.Singh Assistant (Retd.)	31.3.2003	1.4.2003 to 30.11.2003

- Item No. 6.4.7** To consider the issue related to payment of Dearness Relief on family pension to the Institute employees who are getting Family Pension.

The Finance Committee had considered the issue and decided that the payment of Dearness Relief on family pension to the Institute employees who are getting Family Pension be approved w.e.f. the date of the conversion of the University into an IIT. The recommendations of the Finance Committee were placed before the Board. The Board approved the recommendations of the Finance Committee.



RESOLUTION NO.BG/48/2003: RESOLVED THAT the payment of Dearness Relief on family pension to the Institute employees who are getting Family Pension be approved w.e.f. 21st Sept. 2001 only.

Further resolved that the Director is authorised to grant and then report to the Board of Governors enhanced Dearness Relief as and when it becomes admissible.

Item No. 6.4.8 **To consider the request of Prof. Pramod S. Mehta, Ex-Reader in Mech. & Indl. Engg. Deptt., erstwhile UOR, for transfer of service benefits from IIT Roorkee to IIT Madras, for counting his service rendered in erstwhile UOR, towards pensionary benefits – Bearing Proportionate Liability Regarding.**

Discussed and decided that the issue be closed.

Item No. 6.4.9 **To consider the creation of one post of Dy. Registrar (Store) and three posts of Asstt. Registrars.**

The Finance Committee had considered the issue and decided that the creation of one post of Dy. Registrar (Store) and three posts of Asstt. Registrars be approved in principle. The recommendations of the Finance Committee were placed before the Board. The Board approved the recommendations of the Finance Committee and directed that a proposal for creating these posts be sent to the MHRD for specific approval.

RESOLUTION NO. BG/49/2003: RESOLVED THAT the proposal for creation of one post of Dy. Registrar (Stores) and three posts of Asstt. Registrars be approved in principle. IIT Roorkee should send a case with full details, financial effect and justification to the Ministry for specific approval.

Item No. 6.4.10 **To consider the mapping of Research Technician and Refrigeration supervisor.**

The Finance Committee had considered this issue. The recommendations of the Finance Committee were placed before the Board of Governors. After discussion, the Board approved the recommendations of the Finance Committee.



RESOLUTION NO. BG/50/2003: RESOLVED THAT such Research Technicians and Refrigeration Supervisors who have appropriate qualifications and experience, to be judged by an appropriately constituted screening committee, may be given the personal scale of Rs.8000-13500, with the designation of Technical Officer. The remaining incumbents will have the designation of Research Technician & Refrigeration Supervisor and pay scale of Rs.6500-10500.

Item No. 6.4.11 To consider the Mapping of such designations where the new scales proposed are two or more scales higher than their present scales (Groups B, C &D).

RESOLUTION NO.BG/51/2003: RESOLVED THAT the 53 employees having different pre-mapping designations and scales as indicated in the agenda note may be granted the designations and scales indicated in the following table, subject to screening by an appropriately constituted committee. The committee will look into qualifications, work experience, past performance and other parameters it deems fit for such a mapping.

Sl. No.	Designation and pre mapping scale	No. of affected incumbents	Scales & designations as approved
1.	Asstt. Foreman Rs. 3050-4590	03	Sub Overseer Rs. 4000-6000
2.	Store Keeper -III Rs. 3050-4590	01	Store Keeper Rs. 4000-6000
3.	Compounder Rs. 3200-4900	01	Pharmacist Rs. 4500-7000
4.	Refrigeration Mechanic Rs. 4000-6000	01	Technical Assistant Rs. 5000-8000
5.	Telephone Operator (Sr) Rs. 3050-4590	05	Telephone Operator Gr.I Rs. 4000-6000
6.	Mechanic Grade 'A' Rs. 3050-4590 Rs. 4500-7000*	24	Sr. Lab. Assistant Rs. 4000-6000
7.	Mechanic Grade 'B' Rs. 2610-3540 Rs. 3200-4900**	17	Lab. Assistant Rs. 3200-4900
8.	Mechanic (DPT) Rs. 2610-3540	01	Lab. Assistant Rs. 3200-4900

* Incumbents drawing the provisional pay scale of Rs.4500-7000 will be mapped in the scale of Rs.4000-6000 and additional emoluments being drawn by them, if any, shall be adjusted through grant of pay personal to them.

** Provisional scale



Item No. 6.4.12 Release of GPF contribution of Institute employees lying with the State Governments of Uttar Pradesh and Uttaranchal.

The Finance Committee had considered this issue. The recommendations of the Finance Committee were placed before the Board of Governors. After discussion, the Board endorsed the view of the Finance Committee.

The Board noted that the efforts of IIT Roorkee to obtain the GPF balances from the State Governments had not been successful. It therefore, requested the Director to seek legal opinion seek legal remedies in an appropriate court of law impleading both the Governments of Uttar Pradesh and Uttaranchal as the respondents, in order to obtain the money.

Item No. 6.4.13 To consider the status of auditing of Annual Accounts 2001-2002

The Finance Committee had considered this issue. The recommendations of the Finance Committee were placed before the Board of Governors. After discussion, the Board observed that auditing of the accounts for 2001-2002 should be completed expeditiously.

RESOLUTION NO. BG/52/2003: RESOLVED THAT the Director should write to the MHRD requesting their intervention to have the process of auditing the accounts expedited.

Item No. 6.4.14 To allow Senior Faculty/ Professors to keep lien on their posts for Five years whenever they go on deputation to a higher position in Institution of National Importance.

RESOLUTION NO. BG/53/2003: RESOLVED THAT the cases of Senior Faculty/ Professors wishing to maintain lien on their posts for five years, whenever they go on deputation to an Institution of National Importance, be brought before the Board, on a case-to-case basis.



- Item No. 6.4.15** **To consider the Summary Sheet for Faculty Performance Appraisal.**

RESOLUTION NO.BG/54/2003: RESOLVED THAT the Summary Sheet for Faculty Performance Appraisal as given at **APPENDIX 'E'** is approved.

- Item No. 6.4.16** **Absorption of 'Y' & 'Z' category workers against the vacant entry level posts of Group 'C' & 'D'.**

This issue be routed through the Finance Committee.

- Item No. 6.4.17** **To consider the request of Dr. A.K.Sen, Asstt. Professor, Earth Sciences Department for extending an opportunity of one time benefit for the selection to the post of Associate Professor through Internal Fitment.**

The request was not approved.

- Item No. 6.4.18** **To consider backlog of scholarship to be paid to SC/ST students (UG & PG) for the period before the conversion of Roorkee University into IIT Roorkee.**

The Finance Committee had considered this issue. The recommendations of the Finance Committee were placed before the Board of Governors. After discussion, the Board approved the recommendations of the Finance Committee.

RESOLUTION NO. BG/55/2003: RESOLVED THAT IIT Roorkee should continue to pursue the issue with the respective State Governments for release of funds.

- Item No. 6.4.19** **To consider the recommendations of the Committee constituted to decide the future of the AVRC at IIT Roorkee.**

RESOLUTION NO.BG/56/2003: RESOLVED THAT a request be sent to UGC to close the AVRC at IIT Roorkee and shift it to some other University in the region, alongwith the equipment and staff.



Item No. 6.5.1

To report the decisions/ actions taken by the Chairman, Board of Governors on behalf of the Board of Governors.

The Board ratified the approvals accorded by the Chairman, BOG on behalf of the Board.

RESOLUTION NO.BG/57/2003: RESOLVED THAT the approvals accorded by the Chairman, BOG on behalf of the Board, in the matters listed below, be ratified.

- (a) Amendment in the application pro-forma for employment of dependents of deceased employees.
- (b) Payment of Dearness Allowance at Revised Rates w.e.f. 1.1.2003.
- (c) Signing of the Corporate Non-Disclosure Agreement between IIT Roorkee and Intel (Refer **APPENDIX 'G'**).
- (d) Signing of MoU between Punjab University, Chandigarh and IIT Roorkee (Refer **APPENDIX 'H'**).
- (e) Report of the Selection Committee for the post of Assistant Engineer (Horticulture and Sanitary).
- (f) Policy for approval of recommendations of Selection Committees.
- (g) Relieving of Shri Y.P.Singh, Ex-Finance Controller.
- (h) Recommendations of the Selection Committee for appointment of Dr. B.N.Asthana as a Visiting Professor in the Water Resource Development Training Centre.
- (i) Nomination of Prof. D.P.Kothari, Dy. Director (Admn), IIT Delhi as a Board Nominee for the administrative positions.
- (j) Relieving of Dr. A.K.Jain from the post of Professor, Civil Engineering Department to join as Director, Malviya National Institute of Technology (MNIT), Jaipur.
- (k) Recommendations of the Selection Committee for post of Dy. Registrar (Accounts/ Audit).



- (l) Recommendations of the Selection Committee for two posts of Dy. Registrar (Admn).
- (m) Recommendations of the Selection Committee for faculty positions in the Department of Mechanical & Industrial Engineering.
- (n) Recommendations of the Selection Committee for faculty positions in the Department of Electrical Engineering.
- (o) Extension of contractual assignment of Sri Arun Kumar as Head, AHEC w.e.f. 18.5.2003 to 17.5.2004.
- (p) Appointment of Prof. M.L.Kapoor as Dy. Director, IIT Roorkee w.e.f. 1st July 2003 to 30th June 2004.
- (q) Appointment of Prof. J.S.Saini as Dean, SRIC w.e.f. 1st July 2003.
- (r) Recommendations of the Selection Committee for the post of Assistant Executive Engineer (Electrical).

Item No. 6.5.2 To report certain matters for the Information of the Board of Governors.

RESOLUTION NO. BG/58/2003: RESOLVED THAT the matters, as listed below, be noted and recorded.

- (a) The sixth meeting of the Senate of IIT Roorkee was held on 30th April 2003.
- (b) The fifth meeting of the Finance Committee of IIT Roorkee was held on 1st March 2003.
- (c) The under-mentioned faculty member has expired: -

Sl.No	Name & Designation	Department	Date on which expired
1.	Prof. R.C. Agarwal	Earthquake Engineering	12.3.2003



- (d) The following faculty members and other staff were appointed as per the details given below:-

Sl. No.	Name	Department	Designation	Date of appointment
1.	Dr. Ravi Kumar	Mech. & Indl. Engg.	Asstt. Professor	26.4.2003
2.	Major R.K. Verma	Administration	Security Officer on contract	22.2.2003
3.	Mr. A.K. Deshwal	Construction Division	Asstt. Engineer (Hort. & Sanitary) on deputation	7.4.2003
4.	Mr. Shyam Narayan	Administration	Dy. Registrar (Admn.)	25.4.2003
5.	Mr. Prashant Garg	Administration	Dy. Registrar (Admn.)	30.5.2003

- (e) The following faculty members have been brought on the regular cadre on completion of their probation period.

Sl. No.	Name	Designation	Department	Date
1.	Sri B.K. Ramaniya	Asstt. Supdt. Workshop	Mech. & Indl. Engg.	27.2.2003
2.	Dr. P.K. Jain	Associate Professor	Mech. & Indl. Engg.	21.3.2003
3.	Dr. K.L. Yadav	Asstt. Professor	Physics	29.1.2003

- (f) Adoption of the latest policy for promotion of Postgraduate Education & Research in Engineering & Technology by the Ministry of Human Resource Development (Department of Secondary & Higher Education) Govt. of India as given at **APPENDIX 'I'**
- (g) Worker Grade 'C' has been mapped in the designation of Sr. Attendant in the scale of Rs.2650-4000.

The Board noted and approved the above correction. This will apply uniformly to all incumbents holding the designation of Worker Grade 'C' / Mechanic Grade 'C'.

The meeting ended with a vote of thanks to the Chair.



APPENDIX 'A'
ITEM NO. 6.2.2

Name of Work: C/o 28 Nos. Multistoried Flats at I.I.T., Roorkee.

Sl. No.	Description of Work	Civil Work	Elect. Work	Total
1.0	Building Portion	4,07,53,084.00	13,18,000.00	4,20,71,084.00
2.0	Development Work	13,24,126.00	81,800.00	14,05,926.00
3.0	Bulk Services		86,67,450.00	86,67,450.00
	Total	4,20,77,210.00	1,00,67,250.00	5,21,44,460.00

Say Rs. 5,21,44,460.00

Sd.

A.E. (P-III)
CPWD, Lucknow

Sd.


E.E. (P-III)
CPWD, Lucknow

Sd.

S.E. (P&A) (NZ-II)
CPWD, Lucknow

Sd.

C.E. (NZ-II)
CPWD, Lucknow



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ESTIMATE

APPENDIX 'B'
ITEM NO. 6.2.4

Name of Work: Construction of Boundary Wall in I.I.T. Campus

1.	Construction of Boundary Wall 6 ft. (1.80 m) height with 2 ft. (60 cm.) approved M.S. Fencing 2064 RM @ Rs. 1525/- per RM	Rs. 31,47,600.00
2.	Raising of existing Boundary Wall upto 6 ft. (1.80 m) height with 2 ft. (60 cm.) approved M.S. Fencing 1907 RM @ Rs. 595/- per RM	Rs. 11,34,665.00
3.	Providing 2 ft. (60 cm) M.S. Fencing on existing Boundary Wall 3484 RM @ Rs. 475/- per RM	Rs. 16,54,900.00
		Rs. 59,37,165.00
	Contingencies 3%	Rs. 1,78,114.00
		Total Rs. 61,15,279.00
		Say Rs. 61.00 lacs


Supdt. Instt. Estate


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INDIAN INSTITUTES OF TECHNOLOGY
Modified Assured Career Progression Scheme
NON- ACADEMIC STAFF (B,C & D)

I. INTRODUCTION

1. Preamble

The IIT system had operated in the past a scheme - Recruitment cum Career Development Scheme (RCDS) - for B, C and D categories of Non-Academic staff. This scheme had to be discontinued with effect from 01.05.1998 at the time of extension of 5th Central Pay Commission pay scales. The Central Government on 09.08.1999 gave an Assured Career Progression (ACP) Scheme to the Central Government employees.

Keeping in view difficulties in implementation of the ACP in IITs because of peculiar system of cadre management and considering that more liberal Career Advancement Schemes exist in other similarly placed institutions, the Council approved a modified ACP Scheme for IITs to provide to certain fixed percentage of their staff with outstanding achievements faster career development avenues in relation to the ACP.

A Committee of the IIT Deputy Directors was constituted by the IIT Directors to formulate, in the light of IITs Council decision, detailed career advancement scheme (the present Modified ACP) for support staff in the IITs.

2. Objectives

As decided by the Council of IITs, specific objective of the Modified ACP is to provide to the deserving staff with outstanding achievements to their credit, a faster avenues of career development in relation to the ACP.

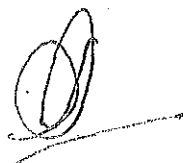
3. **(Title)** This scheme shall be called the Indian Institutes of Technology, Modified Assured Career Progression Scheme (Modified ACP) for Non-Academic Staff (for B,C & D category employees) - 2002.

4. **(Effective Date)** To have a seamless effect after the termination of the earlier RCDS on 30.4.1998, the Modified ACP scheme will be effective with all benefits from 1.5.1998.

5. **(Supersession)** This Modified ACP scheme supercedes all other earlier career development schemes.

II. DEFINITIONS

(a) **Recruitment:** Recruitment means recruitment against substantive vacancies by following the open advertisement process.



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- (b) Selection: Selection means financial upgradation to a higher post/scale by following the evaluation procedure as prescribed under the scheme applicable to the employees of the Institute.
- (c) Group: Group means set of different posts identified as such on the basis of scales-of-pay for the purpose of this scheme only.
- (d) Cadre: Cadre consists of a hierarchy of posts with the same or similar job responsibilities.
- (e) Ladder: Ladder is a career development path scale-wise and designation-wise applicable to each cadre.
- (f) Post: Post means a substantive post with a specified time scale-of-pay and designation.
- (g) He/His: Shall also imply she/her.

III. STRUCTURE OF POSTS

- (1) The entire non-academic staff of the IITs is grouped under four categories viz. A, B, C and D. This scheme applies to staff in Group B, C and D only.
- (2) The above groups represent a broad classification of staff based on job-responsibilities as well as qualification-compatible cadres.
- (3) Under each Group there will be a number of cadres, each cadre having a ladder with three levels of posts.
- (4) Entry into any one of the above Groups in any given cadre will normally be at the lowest post in a ladder (entry level post) through recruitment. However, in the interest of Institute work, lateral entry of external candidates may be permitted for special needs in the technical/ministerial cadres at higher levels.

IV. RECRUITMENT/SELECTION

(1) Recruitment at Entry Level Posts

Filling up of vacancies at the entry level or at any higher level as envisaged in III(4), will be done by recruitment through open advertisement on the basis of approved norms.

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The process will consist of a job-oriented test (practical and/or written) followed by an interview.

(2) Selection

Eligibility: For selection under the Modified ACP Scheme, the staff member must fulfill the following requirements:

- (a) He must have served continuously in the present scale for at least 10 years.
- (b) A staff member who has been awarded a penalty according to the procedure prescribed under the Statutes will not be eligible for consideration for next higher scale as stated below:

<u>Penalty</u>	<u>Period beyond the requirement at (a)</u>
(a) Censure	One year
(b) Recovery of losses	One year
(c) Stoppage of increments	Duration of the period for which the increment is stopped. Provided that if the stoppage of the increment is cumulative, period shall not exceed two years.
(d) Reduction to a lower grade or post or to a lower stage in a time scale	For the duration of penalty

A staff member against whom a disciplinary case is pending will be included in the selection process if he is otherwise eligible but the selection, if any, will be given effect with a retrospective date only if he is completely exonerated of the charges. If not, provision of para (b) will be applicable.

When considered for the first chance of the selection after 10 years, if the staff member is not found suitable for the next higher scale, he will be considered again only after a lapse of one year. If at this second attempt after completion of 11 years, the staff member concerned is again not found suitable, he will be considered again only after a lapse of one year. If at this third attempt after completion of 12 years, the staff member concerned is again not found suitable, he will be given next higher scale without designation provided his CR ratings are average or above. The period of penalty and any period of 'dies non' will not count towards the consideration of time required at any stage of the selection process.

Procedure and Criteria for Selection

There will be three components of evaluation : (i) a job related test (practical and/or written) (ii) an interview, and (iii) past performance over the entire

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qualifying period as recorded annually in the annual confidential report (CR). The performance rating each year of the qualifying period shall be assigned numerical points as given below :

Rating	Marks each CR
Outstanding	10
Very Good	08
Good	06
Average	05
Poor	00

The distribution of marks will be as under :-

Job related test*	: 30 marks
Interview	: 20 marks
CRs (during the qualifying period)	: 50 marks

	100 marks

* : For certain group D category posts where written test is not possible, suitable trade test should be devised.

Note : For possessing higher academic qualifications, a lump sum amount is paid and no marks are awarded for the purpose of selection.

Criteria : Staff members who obtain 60 or more marks in the aggregate and also have secured not less than 50% marks in the test, will be eligible for consideration.

V. NUMBER OF SELECTIONS

1. Two financial upgradations with designation will be given one each on completion of 10 years and 20 years of regular service based on selection and restricted to a fixed percentage of staff in each category as under :

From Group	To Group	Percentage of eligible employees
Group D	Group D	80%
Group C	Group C	60%
Group C	Group B	50%
Group B	Group B	40%

Note : The Council of IITs minutes (Annexure A) read the last row "From Group B" to "To Group A" as 40 %. As the Group A posts are to be filled through open advertisements only, the Committee recommends the last row to be read as "From Group B" to "To Group B" as 40 %.

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2. The process of selection will be carried out once in a year. The benefits to a selected employee will, however, be given with effect from the first of the month he completes the required duration.
 3. The next available designation will be given only if an employee is selected through the evaluation process as mentioned in IV(2). The employee who is not selected through this evaluation process even after three attempts, would, however, get financial upgradation without designation only after 12 years of regular service. While an employee will get a maximum of three (3) opportunities of selection to get the designation - after completing regular service of 10, 11 or 12 years; the period of penalty and any period of 'dies non' will not count towards the consideration of time required at any stage of the selection process.
 4. If an employee has already got one financial upgradation through regular selection, he shall qualify for the second financial upgradation only on completion of 10 years of regular service from the month preceding his date of first assessment. In case an employee has already received two promotions through any of the previous schemes, no benefit under the Modified ACP Scheme shall accrue to him.
 5. No staff member would be entitled to more than two financial upgradations (as defined herein) in his entire service career.
 6. The number of personal scales/promotions that a staff member has availed of under any previous promotion scheme in operation in the IITs prior to the commencement of this scheme will be counted in applying the limits for the number of selections mentioned above.
 7. If a staff member reaches the top of his scale, he will be entitled to stagnation increments as per rules.
 8. If a staff member gets selected to the highest post or scale within a group through the procedure given in IV(2); but subsequently gets recruited to the next higher group as per the procedure given in IV(1), the earlier selection within the group to the highest post of that group will not be counted for applying the limit on selections mentioned above.
 9. For IITs which were not covered under earlier promotional scheme of IITs, the following clause shall apply : If an employee has already got one regular promotion he shall qualify for the second financial upgradation only on the completion of 20 years of regular service under the Modified ACP Scheme. In case an employee has already received two prior promotions on regular basis, no benefit under the AC shall accrue to him.

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VI. DATE OF IMPLEMENTATION

The Scheme shall take effect from 01.05.1998.

VII. OTHER MODALITIES/CONDITIONS

1. The standard Salary Fixation Rules should be followed uniformly by all IITs.
2. Since selections are made within the overall strength of a cadre under the group, no reservation is necessary for any category. However, the recruitment at the entry level posts shall continue to be filled as per the reservation policy/procedure laid down by the respective BOGs from time to time.
3. All staff members within a group can be asked to perform the duties and responsibilities of the entry level post in that group in addition to the duties and responsibilities that may be assigned on occupying the higher level scale.

XVII. INTERPRETATION OF RULES

Any doubt or dispute arising out of an interpretation of these rules shall be referred to the Chairman of the IIT Council through IIT Directors, whose decision shall be final and binding on all concerned.



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INDIAN INSTITUTE OF TECHNOLOGY
ROORKEE

Pay Structure at Entry Posts and Selection Ladders of Group B, C and D Posts

Group D

Sl. No.	Post (Entry level)	Pay Scale	Qualification & Experience as per existing norms
01	Group D (Unskilled) Attendant/Peon/ Mali/Cleaner	Rs.2550-3200/-	VIII th standard pass with preferably one year of relevant experience.
02	Group D (Semi-skilled) *Security Guard	Rs.2650-4000/-	X th standard pass with one year of relevant experience. * X th standard pass with one year of relevant experience. Preference will be given to persons having training in Army or Para military Services & possessing a valid Armed Licence.

Ladder I : Rs.2550-3200/- → Rs.2650-4000/- → Rs.3050-4590/- → Rs.4000-6000/-
 [Attendant (Semi-skilled)/
 Peon (Semi-skilled)/
 Mali (Semi-skilled)/
 Cleaner (Semi-skilled)] [Attendant (Semi-skilled)/
 Peon (Semi-skilled)/
 Mali (Semi-skilled)/
 Cleaner (Semi-skilled)] [Attendant(Semi-skilled)/
 Peon(Semi-skilled)/
 Mali (Semi-skilled)/
 Cleaner(Semi-skilled)]

Ladder II : Rs.2650-4000/- → Rs.3050-4590/- → Rs.4000-6000/-
 [(Semi-skilled)
 Security Guard] [(Semi-skilled)
 Security Guard]

Ladder III : Rs.2650-4000/- → #Rs.3200-4900/- → #Rs.4500-7000/-
 (Semi-skilled) (Semi-skilled)

For Group D employees possessing qualification of Mechanic. 20 JUN 2003

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Group C

Sl. No.	Post (Entry level)	Pay Scale	Qualification & Experience
01	L D C	Rs.3200-4900/-	Bachelor Degree with a minimum Typing Speed of 40 w. p. m. OR Senior Secondary (10 +2) with a Typing Sped of 40 w. p. m. with 5 years of relevant experience.
02	Stenographer	Rs.4500-7000/-	Bachelor Degree with minimum speed in short hand 80 wpm & minimum typing speed of 40 wpm..
03	Mechanic	-do-	B.Sc. Degree in appropriate field/ Diploma in Engineering of 3 years duration of appropriate field. OR Senior Secondary (10 +2) and ITI Course of 12 months duration in appropriate field with 3 years of relevant experience.
04	Laboratory Assistant	-do-	-do-
05	Laboratory Assistant (Health)	-do-	-do-
06	Mid-Wife Gr.II (Qualified)	Rs.3050-4590/-	Higher Secondary (Xth class) pass & 'B' Grade Nursing Certificate & Registration with Nursing Council with one year of relevant experience.
07	Work Assistant	Rs.3200-4900/-	Diploma in Civil Engineering of 3 years duration.
08	Horticulture Assistant	-do-	Bachelor Degree in Botany. OR Senior Secondary (10 +2) and Diploma in Horticulture with 3 years of relevant experience.

Sl. No.	Post(Entry Level)	Pay Scale	Qualification & Experience
09	Telephone Operator Gr.II	Rs.3200-4900/-	Bachelor Degree with some knowledge of digital PABX & PC and some proficiency in speaking English & Hindi & local Language and capable of general enquiry & message handling.
10	Security Inspector	Rs.3050-4590/-	Senior Secondary (10 +2) pass / Equivalent . Must have active habits and physique and 6 years of experience in Security watch and ward. Ex/Service Persons with Armed licence will be preferred.
11	Driver Gr.II	Rs.3200-4900/-	Senior Secondary (10 +2) pass with licence for both heavy & light duty vehicles with 4 years of driving & maintenance experience. OR Senior Secondary School (10 +2) pass with ITI course of 12 months duration with licence for both heavy & light duty vehicles with 3 years of relevant experience.
12	Laboratory Assistant (Dark Room)	-do-	B.Sc. Degree in appropriate field / Diploma in Engineering of 3 years duration of appropriate field. OR Senior Secondary (10 +2) pass & ITI course of 12 months duration in appropriate field with 3 years of relevant experience.

Ladder I : Rs.3200-4900/- → Rs.4500-7000/- → Rs.5500-9000/-
[UDC] [UDC (SG)]

Ladder II : Rs.4500-7000/- → Rs.5500-9000/- → Rs.6500-10500/-
[Senior Stenographer] [Senior Stenographer (SG)]

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<u>Ladder III :</u>	Rs.3200-4900/- →	Rs.4500-7000/- →	Rs.5000-8000/- [Senior Mechanic (SG)/ Senior Laboratory Assistant (SG)/ Senior Laboratory Assistant (Health)(SG)/ Senior Laboratory Assistant (Dark Room)(SG)/ Sub-Overseer (Horticulture)(SG)/ Sub-Overseer (SG)/Telephone Operator (SG)/ Driver (SG)]
<u>Ladder IV :</u>	Rs.3050-4590/- →	Rs.4000-6000/- → (Mid-Wife Gr.I)	Rs.4500-7000/- (Mid-Wife (SG))
<u>Ladder V :</u>	Rs.3050-4590/- → [Security Inspector (New entrants)]/ ## Rs.4000-6000/- → (Security Inspector)	Rs.4000-6000/- → [Senior Security Inspector (for new entrants)]/ ## Rs.4500-7000/- → (Senior Security Inspector)	Rs.5000-8000/- [Senior Security Inspector (SG)]/ ## Rs.5000-8000/- [Senior Security Inspector(SG)]
<u>Ladder VI :</u>	## Rs.4500-7000/- → (Sub-Overseer)	## Rs.5000-8000/- → [Sub-Overseer (SG)]	## Rs.5500-9000/- [Senior Sub-Overseer]
<u>Ladder VII :</u>	** Rs.4500-7000/- → [UDC (Cash)/Storekeeper/ Stock Verifier]	** Rs.5500-9000/- → [Assistant (Cash)/Senior Storekeeper/Senior Stock Verifier]]	** Rs.6500-10500/- [Assistant (Cash)(SG)/ Senior Storekeeper (SG)/ Senior Stock Verifier (SG)]
<u>Ladder VIII :</u>	** Rs.3050-4590/- → [Library Attendant(SG)]	** Rs.4000-6000/- → [Library Attendant (SG) Gr. I]	** Rs.4500-7000/- [Senior Library Attendant (SG)]

For employees appointed before implementation of R&CDS.

** For existing incumbents only.

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Group- B

Sl. No.	Post (Entry level)	Pay Scale	Qualification & Experience
01	Assistant	Rs.5500- 9000/-	Master Degree with 2 years experience as UDC. OR Bachelor Degree with 4 years experience as UDC or equivalent post/scale.
02	Assistant (Accounts/Audit/ Cash)	-do-	Master Degree preferably in commerce with 2 years experience as UDC or equivalent post/scale. OR Bachelor Degree preferably in commerce with 4 years experience as UDC or equivalent post/scale.
03	Assistant (Stores/ Stock-verification)	-do-	Master Degree preferably in Science with 2 years experience as UDC. OR Bachelor Degree preferably in science with 4 years experience as UDC or equivalent post/scale.
04	Secretary Gr.II	-do-	Master Degree with minimum speed of 100 wpm in shorthand and 40 wpm in typing. OR Bachelor Degree with minimum speed of 100 wpm in shorthand and 40 wpm in typing and 2 years of experience as Stenographer. OR A Bachelor Degree with professional Diploma/certificate in Secretarial Practice with 1 year of relevant experience.

Sl. No.	Post (Entry level)	Pay Scale	Qualification & Experience
05	Technical Assistant	Rs.5500-9000/-	<p>Master Degree in Science with 1 year of relevant experience.</p> <p>OR</p> <p>Bachelor Degree in Engineering.</p> <p>OR</p> <p>Bachelor Degree in Science with 4 years as Senior Mechanic or equivalent.</p> <p>OR</p> <p>Diploma in Engineering in appropriate field with 4 years as Senior Mechanic or equivalent.</p> <p>OR</p> <p>Senior Secondary School (10+2) with ITI course of 12 months duration in appropriate field with 10 years of relevant experience.</p>
06	Nurse	Rs.5000-8000/-	Senior Secondary School (10+2) with 'A' grade Nursing Certificate and registration with Nursing Council with 3 years of relevant experience.
07	Pharmacist	Rs.4500-7000/-	Senior Secondary School (10+2) with 2 years Diploma in Pharmacy and Registration from Pharmacy Council with 2 years of relevant experience.
08	Junior Engineer Gr.II	Rs.5000-8000/-	Diploma in appropriate field in Engineering of 3 years duration with 3 years of relevant experience.
09	Horticultural Assistant Gr.II	-do-	<p>Master Degree in Botany with 1 year of relevant experience.</p> <p>OR</p> <p>Bachelor Degree in Botany with 3 years of relevant experience.</p>
10	Sanitary Inspector Gr.II	-do-	<p>Bachelor Degree in Science with Diploma in Public Health & Sanitation.</p> <p>OR</p> <p>Senior Secondary School (10+2) with Diploma in Public Health and Sanitation with 4 years of relevant experience.</p>



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Sl. No.	Post (Entry level)	Pay Scale	Qualification & Experience
11	Technical Assistant (Telephones)	Rs.5500-9000/-	<p>Master of Science with 1 year of relevant experience.</p> <p>OR</p> <p>Bachelor Degree in Engineering.</p> <p>OR</p> <p>Bachelor Degree in Science with 4 years as Senior Mechanic or equivalent</p> <p>OR</p> <p>Diploma in Engineering in appropriate field with 4 years as Senior Mechanic or equivalent.</p> <p>OR</p> <p>Senior Secondary School (10+2) with ITI course of 12 months duration in appropriate field with 10 years of relevant experience.</p>
12	Assistant Security Officer Gr.II	Rs.4500-7000/-	<p>1. Senior Secondary School (10+2) or Higher with 3 years experience in supervisory capacity in Police or big Security Organisation.</p> <p>2. Should have Military or NCC and Fire Fighting Training.</p> <p>3. Able to ride Motor Cycle and handle Fire Arms and having sound health and active habits.</p>
13	Caretaker-cum-Manager Gr.II	Rs.5000-8000/-	<p>Bachelor Degree with 3 years of relevant experience.</p> <p>OR</p> <p>Senior Secondary School(10+2) with Diploma in Catering/ Hotel Management with 2 years of relevant experience.</p>
14	Physical Training Instructor Gr.II	Rs.5000-8000/-	<p>Master Degree in Physical Education with 1 year of relevant experience.</p> <p>OR</p> <p>Bachelor Degree in Physical Education with 3 years of relevant experience.</p>

Sl. No.	Post (Entry level)	Pay Scale	Qualification & Experience
15	Technical Assistant (Draftsman)	Rs.5500-9000/-	AMIE/Degree in Engineering/M.Sc. OR Diploma in Engineering with 2 years of experience in Draftsmanship.
16	Technical Assistant (Library)	-do-	Bachelor's Degree plus Degree in Library Science with minimum 2 years experience.

<u>Ladder I</u>	:	Rs.5500-9000/-	→	Rs.6500-10500/-	→	Rs.7500-12000/-
				[Superintendent/ Superintendent (Stores/Stock- Verification)/Accountant/ Accountant (Cash)/Senior Auditor/Secretary Gr.I]		[Superintendent (SG)/ Superintendent (Stores/Stock- Verification)(SG)/Accountant(SG)/ Accountant(Cash)(SG)/Senior Auditor (SG)/Secretary (SG)]
<u>Ladder II</u>	:	Rs.5500-9000/-	→	Rs.6500-10500/-	→	Rs.7500-12000/-
				[Senior Technical Assistant/ Senior Technical Assistant (Telephones)/Senior Technical Assistant (Draftsman)/Senior Technical Assistant (Library)]		[Senior Technical Assistant(SG)/ Senior Technical Assistant (Telephones) (SG)/ Senior Technical Assistant (Draftsman) (SG)/Senior Technical Assistant (Library)(SG)]
<u>Ladder III</u>	:	Rs.5000-8000/-	→	Rs.6500-10500/-	→	Rs.7500-12000/-
				[Junior Engineer Gr.I/ Horticulture Assistant/ Sanitary Inspector Gr.I/ Assistant Security Officer Gr.I/ Caretaker-cum-Manager Gr.I/ Physical Training Instructor Gr.I/ Nursing Sister]		[Junior Engineer(SG)/Horticulture Assistant(SG)/Sanitary Inspector(SG)/Assistant Security Officer(SG)/Caretaker-cum- Manager(SG)/Physical Training Instructor(SG)/Nursing Sister(SG)]
<u>Ladder IV</u>	:	Rs.4500-7000/-	→	Rs.5000-8000/- (Senior Pharmacist)	→	Rs.5500-9000/- [Senior Pharmacist(SG)]

Scheme for Medicare Facility After Retirement of Employees
of
Indian Institutes of Technology

[Bombay, Delhi, Guwahati, Kanpur, Kharagpur, Madras & Roorkee]

The scheme for medical care facilities for employees of Indian Institutes of Technology (Bombay, Delhi, Guwahati, Kanpur, Kharagpur, Madras & Roorkee) after their retirement shall be known as Scheme for Medicare Facility After Retirement of Employees of Indian Institutes of Technology, Bombay, Delhi, Guwahati, Kanpur, Kharagpur, Madras and Roorkee (hereinafter MEDIFARE) and shall form a part of the *Terms and Conditions of Service of Permanent Employees* of the Institutes. Employees, who are entitled to treatment in Institute Hospitals, shall join MEDIFARE on its implementation, in future on joining the Institutes on a permanent basis, and shall become members of MEDIFARE by contributing monthly subscription and, on superannuating, voluntarily retiring or otherwise relinquishing the Institute post (with at least twenty years qualifying service) become entitled to medical facilities under MEDIFARE.

1 Membership Subscription

1.1 On joining the Institute on a permanent position, the employee shall join MEDIFARE and make contributions every month through monthly salary bills while on duty, leave (or even suspension), at the following rates depending on his/her employee group status:

Faculty, Scientific & Design staff and Group A officers	Rs. 150/-
Group B employees	Rs. 100/-
Group C employees	Rs. 70/-
Group D employees	Rs. 40/-

1.1.1 Incumbent employees shall join MEDIFARE on its implementation.

1.1.2 When on lien or deputation, etc., the employee shall continue to pay subscription.

1.1.3 On superannuation, voluntary retirement or relinquishing his/her post in the Institutes (in the later case with at least twenty years qualifying service) on resignation or otherwise, the ex-employee, his/her spouse and eligible dependents, if any, as defined for serving employees, (hereinafter stated as *dependents*) shall be entitled to medical care facilities at par with the serving employees of the Institute.

1.2 An employee who superannuates, voluntary retires or relinquishes his/her post in the Institute (in the latter case with at least twenty years qualifying service) on resignation or otherwise, without contributing to MEDIFARE for a minimum period of twenty years, shall, in order to avail the facilities under MEDIFARE, pay at the time of leaving the Institute a lump sum amount equal to the contribution for the remainder period out of the said 20 years.

1.3 If an employee dies before contributing to MEDIFARE for a minimum period of 20 years, his/her spouse and *dependents* shall have the option to continue in MEDIFARE by paying a lump sum amount equal to the contribution for the remainder period out of the said 20 years (with the spouse as *associate member*).

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- 1.3.1 If the spouse is an employee of the Institute, (s)he shall have the option to continue to pay up to the normal date of superannuation of the deceased employee at the rate the deceased employee was paying and become eligible for facilities under MEDIFARE as an associate member. Alternatively, (s)he can become an independent member and pay up to his/her superannuation at the rate corresponding to his/her employee group status.
- 1.4 Ex-employees of the Institutes (the spouse in the case of a deceased ex-employee) can avail the facilities under MEDIFARE by paying within a year of its implementation a lump sum amount equal to 20 years subscription at rates corresponding to the ex-employee's group status at the time of leaving the Institute. The Directors of the Institutes may, at their discretion, permit the lump sum contribution to be made in more than one instalments.
- 1.4.1 Ex-employees of Institutes (the spouse in the case of a deceased ex-employee) who are already availing medical care facilities, shall have the option to continue with their respective schemes or change over to MEDIFARE. Their contribution to the existing schemes shall be accounted for towards their lump sum payment for MEDIFARE.
- 1.5 In the event of death of an ex-employee member, his/her spouse and *dependents* shall continue to get the benefit under MEDIFARE, with the spouse as an associate member and on latter's death the *dependents* continue to get MEDIFARE benefits.
- 1.6 Where both spouses are employed in the Institute, the spouse having the higher employee group status/higher salary shall be called upon to join MEDIFARE.
- 1.7 Subscription and benefit structures for MEDIFARE may be reviewed every five years by a *Medicare* Committees to be constituted by the Directors of the Institutes, which shall include representatives from various sections of employees in service as well as retired employees of the respective Institutes. The Committees shall take into consideration substantial changes in the pay structure and in cost of treatment and developments in the fields of medical as also geriatric care.

2 Entitlement

An ex-employee member of MEDIFARE, his/her spouse and *dependents* shall be entitled to identical facilities for medical care at par with the employees in service in the Institute, as revised from time to time by the respective Board of Governors of the Institutes, for the same cadre of employees in service in equivalent pay scales.

3 OPD and Investigation Facilities

- 3.1 An ex-employee member of MEDIFARE may avail of OPD and pathological and other investigation facilities including non-invasive diagnostic tests and procedures for himself/herself, his/her spouse and *dependents* in the Institute Hospital and whenever necessary, as in the case of a serving employee, in speciality hospitals and laboratories.
- 3.2 An ex-employee member staying in the city, but away from the Institute, may avail these facilities for himself/herself, his/her spouse and *dependents* either in the Institute Hospitals or in Government Hospitals or in clinics/infirmaries/nursing homes and laboratories in his/her locality, similar to that of the serving employees. The facility of availing such hospitals shall be organised by the respective Institutes.

3.2.1 In addition to these hospitals available to the serving employees at present and, as a result, to the ex-employee members of MEDIFARE, more of such hospitals/clinics/nursing homes and laboratories shall be identified by the Institutes in future for both the serving employees and ex-employee members of MEDIFARE. An exhaustive and updated list shall be made available to all concerned and on the web-site.

3.3 An ex-employee member staying at places other than these cities may avail these facilities for himself/herself, his/her spouse and *dependents* in Government Hospitals or in clinics/infirmaries/nursing homes and laboratories, which shall be recognised by the Institutes for such purposes. A list of such facilities shall be made available to all concerned and on the web-site.

3.4 The term *Government Hospital* shall include Hospitals of Central Government Departments such as Railways, Atomic Energy Commission, as also Hospitals of the Public Sector Undertakings. The facility for availing of such Government Hospitals will be organised by the Institutes.

4 Hospitalisation and Domiciliary Treatment Facility

4.1 When an ex-employee member, his/her spouse or *dependent* requires hospitalisation involving specialised treatment, surgical procedures, etc., (s)he can be referred by the Medical Officers of the Institute Hospitals or other hospitals/infirmaries/clinics/nursing homes (where (s)he is availing OPD treatment) to referral hospitals (such as Jaslok for IIT-B in Mumbai for serving employees) in the vicinity of the residence of the ex-employee member.

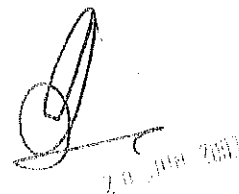
4.2 In the case of ex-employee members staying away from the Institutes, referral hospitals (similar to Jaslok in Mumbai) shall be identified by the Institute in all major cities and towns. Referral hospitals recognised by each individual Institute shall automatically be recognised by all the Institutes for MEDIFARE. In addition, hospitals all over the country, identified and recognised for the Senior Citizen Scheme of UTI, shall be included in the list of hospitals recognised for MEDIFARE. A comprehensive list of hospitals shall be made available to all concerned and on the web-site.

4.3 When an ex-employee member, his/her spouse or *dependent* is advised hospitalization/domiciliary hospitalization by the hospitals/infirmaries/clinics/nursing homes, where OPD treatment is being availed, the members shall send a copy of the case paper to a Institute Medical Officer for information and record.

4.4 In case of medical emergency, rules applicable to a serving employees shall also apply to the ex-employee member, his/her spouse and *dependents*.

5 Reimbursement of Expense

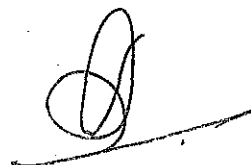
5.1 Expenditure incurred in OPD consultation, pathological and other investigations (including non-invasive diagnostic tests and procedures), medicines and in hospitalisation/domiciliary hospitalisation including special treatment and surgical procedures etc., shall be reimbursed as per the prevailing norms periodically updated by Medicare Committees from time to time and duly approved by the respective Board of Governors of the Institutes.



- 5.1.1 In course of time at least one Hospital/Nursing Home, of the level of Jaslok or Hinduja in Mumbai, shall be particularly recognised in each State capital where an ex-employee member and his/her spouse and *dependents* can get treated and the billing made directly to the Institute (similar to the practice with Jaslok for serving employees of IIT-B).
- 5.2 An ex-employee MEDIFARE member not opting for availing the OPD facilities in hospitals referred in Section 3, will be entitled to a suitable monthly medical allowance, (say, of Rs. 200/- p.m., to be revised by *Medicare* Committee from time to time).
- 5.3 To facilitate reimbursement without delay a check list of documents to be submitted to the Institute shall be prepared and circulated to all concerned and put on the web-site. Changes from time to time in the reimbursement rules, framed by *Medicare* Committees and approved by the Board of Governors shall be incorporated in MEDIFARE scheme and duly made available to all concerned and on the web-site.
- 5.4 Reimbursement claim(s) shall be sent to Registrar of the Institute who will acknowledge their receipt, with the following details:
- | | |
|---------------------------------------|-----------------------------------|
| a) Name of Ex-Employee Member | b) Name of the Patient |
| c) Identification code of Ex-Employee | d) MEDIFARE membership code' |
| e) Copy of the case paper and bills | f) Claim amount & Date of receipt |
- 5.5 The Registrar shall ensure that the claims are processed within a fortnight, if required with minor modification(s) complying to the guidelines laid down by the *Medicare* Committee, with due intimation to the claimant about the modification(s).
- 5.6 When the spouse of an ex-employee member of MEDIFARE is in employment in a State/ Central Government or autonomous organisation or a corporate body, the member can choose to claim the medical facilities either under MEDIFARE or from the employer of the spouse by making a joint declaration to this effect.

6 Funds Management

It is envisaged that the employees' subscription along with matching contribution from the Institute shall be kept in appropriate corpus initially in the form of recurring deposits and subsequently in fixed deposits. As an expeditious measure it is also recommended that a one-time lump sum contribution may be made by the Institute to the corpus fund as a start-up. Efforts may also be made to get donation from the alumni of the Institute. Funds may also be transferred from other sources like, Employee/Staff Welfare/Benevolent Fund, Industrial Research and Consultancy Fund, donations, endowments for the purpose etc., to the corpus. In addition, a portion of the annual earning from sponsored and consultation projects may also be earmarked for this welfare measure. The corpus management shall have representation from the faculty and ex-employee members of MEDIFARE.



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**REPORT OF THE COMMITTEE CONSTITUTED VIDE B.O.G. RESOLUTION NO.
BG/54/2002 DATED 29.06.2002**

1. A committee of the following was constituted vide BOG Resolution No. BG/54/2002 dated 29.06.2002 to look into the matter related to regularization of staff, presently working against the Syndicate created positions in the IIT Roorkee :
 - (a) Prof. Prem Vrat, Director, IIT Roorkee
 - (b) Mr. V.K. Pipersenia, Financial Advisor, MHRD
 - (c) Mr. Pawan Agarwal, Director, MHRD
2. As per report of the Expert Committee of the MHRD on the conversion of University of Roorkee into IIT Roorkee, the positions created by Syndicate are to be integrated so that the incumbents may be entitled to get the benefits- such as gratuity, pension, career advancement schemes and various other allowances, like other Institute employees.
3. The committee held preliminary discussions in Oct/Nov. 2002, and decided that :-
 - (a) Availability of vacant positions in IIT Roorkee as per the mapping document may be checked.
 - (b) All incumbents working against these posts may be adjusted against the regular vacant positions.
 - (c) A detailed proposal with financial applications be sent to BOG for consideration and approval.

The matter was discussed at a number of meetings of the Committee, which took place in March/April 2003. The committee worked out the details of adjustment, financial implications and justification. The recommendations made in the succeeding paragraphs are based on three premises.

1. No new posts are to be created in the process of implementing these recommendations.
2. The recommended process of integration would facilitate mobility of the persons in the areas where gaps exist and would, therefore, facilitate proper utilization of the persons in academic activities such as Master's and Doctoral Programmes.
3. Through the process of integration the persons are expected to contribute more to the regular activities of the Institute.



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4. The Syndicate created positions are of the following categories :-

- (a) State Govt. – On Net deficit financing basis from the Non plan grant of the Institute in the Alternate Hydro Energy Centre (AHEC) = 37 Nos.

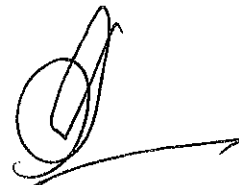
Justification

These positions were created by the University Syndicate to run the Centre, and were chargeable to the income generated by the AHEC through projects. However, in 1989 these positions were taken over by the State Govt on Net Deficit Financing basis and are currently being funded by the MHRD on the same basis.

The Centre runs a M.Tech. Programme in Alternate Hydro Energy Systems and is also involved in academic research leading to a Ph.D. Degree, in addition to the sponsored research activities, and has contributed enormously for the development of Small Hydro Power in the various State and Central Government organizations in the country. However, the incumbents working in these positions are not having the benefit of pension, gratuity etc. at par with the other regular employees of the Institute. Since the Centre has a regular Master's and Doctoral Programme, their integration with the institute, apart from providing mobility in case need arises, would also be required for contributing to these activities of the Institute.

Keeping in view that the incumbents have put in several years of service, their integration is justified.

At present, various positions with similar pay scales and qualifications are vacant in the IIT Roorkee. The persons working against the Syndicate created posts in AHEC may be adjusted against these vacant posts as per details given at Annexure-A. Presently, part of the expenditure is met by revenue generated by the AHEC and the deficit is met from non-plan grants. Therefore, there is no net increase in financial commitment on account of this integration.



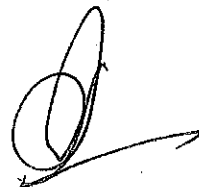
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(b) State Govt.- year to year basis -Charged to Works in Construction Division - 06 Nos.

Justification

These 06 posts pertain to the Construction Division. They were created by the erstwhile University of Roorkee for smooth operation of essential services, and were chargeable to the funds received from the Government for Civil/Electrical/Maintenance works, on year to year basis. The incumbents against these posts have been working for the last several years, and their services are essential to the Institute. Due to non-regularization, some of the present incumbents are not getting the benefit of pension etc., Career Advancement and other facilities, which are available to regular employees of the Institute. After conversion of UOR to IIT there has been an enormous amount of construction and maintenance work. As a residential institute IIT Roorkee is supposed to also provide a system by which the Estate becomes a permanent feature of the Institute functioning. The number of persons working in IIT Roorkee in the Construction Division is least amongst all the other IITs, as the other IITs have a far larger number of persons working in regular capacity for the Estate and Works. Their integration in the institute would certainly contribute to the effective functioning of the academic activities, as proper maintenance of buildings and other infrastructure facilities is a vital prerequisite for effective academic functioning. In the light of the above it is recommended that these six posts should also be regularized and integrated with the Institute. As it is, they are anyway being paid from MHRD funds and integration of these posts will only lead to a very marginal re-appropriation of expenditure from Plan funds to Non Plan; overall it is visualized that there is no increase and their regularization would help in improving their morale and thereby contributing to efficiency in the functioning of the Estate and maintenance facility for more effective output.

As such, regularization of these 06 positions in the Construction Division is justified. At present, positions with the same or higher pay scales and qualifications are vacant in the Institute, and the incumbents may be regularized against these vacant posts as per details given at Annexure- B.



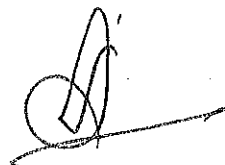
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(c) Earthquake Engineering Department – 18 Nos.

Justification

Several research projects were started in the Earthquake Engineering Department in the 1960s, 70s and 80s to study earthquake phenomena for research work. These were funded by the UGC and other Sponsoring Agencies. In order to carry out the research and field work of these projects, 18 positions were created by the Syndicate under Groups A, B, C and D respectively. The salary etc. was chargeable to funds received/generated against these projects. As monitoring of seismic activity in the country is still relevant and extremely important, these positions are essential to the Department, and have to be sustained.

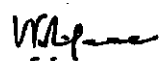
These persons have been working in their present positions for the last 15-20 years with similar designations and payscales as any other IIT R employee, but are not getting the benefits applicable to the regular employees, although, their salary was chargeable to funds received and generated against various projects for monitoring of seismic activities. Since IIT Roorkee has the unique distinction of having the only Earthquake Engineering Department, integration of these persons in the Institute cadre against the vacant positions will strengthen the academic and research component in the Department of Earthquake Engineering which runs two M.Tech. Programmes and a number of Ph.D. scholars are registered in the Department. It is engaged in monitoring of seismic activities in the country and provides support to research on earthquake resistant buildings, which has become very vital as most of the country is earthquake prone. The regularization of these incumbents is therefore necessary in view of the advanced research and teaching requirements of the Institute. Their integration would also facilitate their mobility within the Institute as several positions in the relevant cognate departments such as Civil Engineering are vacant but which do require background of earthquake data and therefore such an integration would be in the overall interest of the Institute and hence is recommended. Several positions with the same or higher pay scales and qualifications are lying vacant in the Institute and the present incumbents can be regularized against these vacant positions as per details given at Annexure C. At present, part of this expenditure comes from the contributions of project activities in the Department of Earthquake and partly from non-plan grants.

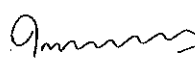


Therefore, there is no overall increase. The regularization would facilitate internal mobility thereby giving a flexibility for manpower rationalization to IIT Roorkee in further strengthening the academic and research activities.

In view of the above, the Committee is of the opinion that the incumbents presently working against the Syndicate created positions in AHEC, Construction Division and Department of Earthquake Engineering may be adjusted against the available vacant positions in the Institute as shown in Annexures A, B & C, respectively. For the purposes of their entitlement to pension, gratuity and career advancement scheme, services rendered by them after conversion of the Institution as IIT Roorkee shall be taken into consideration. In real terms there would be no need of additional financial allotment, since the incumbents are being adjusted against the existing vacant positions. The expenditure on their salaries etc., would be met from the present non-plan grant of the IIT Roorkee. The total expenditure on this account is expected to be of the order of Rs. 60 lakhs, although the net expenditure considering the revenue generated and the contributions from project activities is substantially less.


(Prem Vrat)
Director, IIT Roorkee


(V.K. Pipersenia)
Financial Advisor, MHRD


(Pawan Agarwal)
Director, MHRD

Encl: Annexure A, B and C.



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ANNEXURE-A**PROPOSED DESIGNATIONS AND SCLAES FOR INTEGRATION OF SYNDICATE
CREATED POSTS OF A.H.E.C.****Academic**

Sl. No.	Present Designation	Scale	No. of posts	Mapped Designation	Mapped scale	Adjusted against UOR vacant posts	No. of posts
1	Head AHEC *	18400-22400	1	Chief Scientific Officer	The pay scales to these incumbents will be as per mapping principle approved by the BOG.	Professor	1
2.	Scientist 'B' (AHEC) in Selection Grade	12000-18300	5	Senior Scientific Officer		Asstt. Professor	5
	Total		06	Total			06

* On contract as Head upto 17 May 2003, but holding lien on the substantive position of Scientist 'C'.

Non- Academic

1.	Peon	2550-3200	4	Peon Gd-II	The pay scales to these incumbents will be as per mapping principle approved by the BOG.	Peon	4
2.	Daftari	2610-3540	1	Daftari Gd-I		Peon	1
3.	Mali	2550-3200	1	Mali		Peon	1
4.	Chowkidar	2550-3200	1	Security Guard Gr.-II		Chowkidar	1
5.	Laboratory Attendant	2610-3540	6	Senior Attendant		Lab Atttd.	6
6.	Routine Clerk	3050-4590	2	L.D.C.		Routine Clerk	2
7.	Junior Assistant	4000-6000	1	U.D.C.		Junior Assistant	1
8.	Senior Assistant	4500-7000	1	Assistant		Senior Assistant	1
9.	Prayogshala Sahayak	3050-4590	2	Lab Assistant		Lab Asstt. Drawing	2
10.	Lab Technician	4500-7000	5	Tech. Assistant		Lab Technician	5
11.	Prayogshala Technician	4500-7000	4	Tech. Assistant		Lab Technician	4
12.	Draftsman	4500-7000	3	Tech. Assistant		Draftsman	3
	Total		31				31

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ANNEXURE-B**Item No.6.4.3****PROPOSED DESIGNATIONS & SCALES FOR INTEGRATION OF SYNDICATE CREATED
POSTS FOR CONSTRUCTION DIVISION CHARGED TO WORKS**

Sl. No.	Sl. No. in the mapping document	Present Designation	Scale	No. of posts	Mapped Designation	Mapped scale	Adjusted against vacant UOR posts	No. of posts
1.		Institute Engineer	10000-15200	1	Institute Engineer	The pay scales to these incumbents will be as per mapping principle approved by the BOG.	Project Scientist (WRL)	1
2.	121	Arch. Assistant	5000-8000	1	Senior Tech. Assistant		Senior Laboratory Technician	1
3.	142	Junior Engineer (Civil)	4500-7000	2	Junior Engineer Grade-II		Senior Laboratory Technician	2
4.	199	Assistant Engineer (Civil)	8000-13500	1	Asstt. Executive Engineer		Maintenance Engineer (ICC)	1
5.		Divisional Accountant	6500-10500	1	Superintendent		Internal Auditor	1
		Total		6 Nos.				6 Nos.

WRL - Welding Research Laboratory

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ANNEXURE-C

**PROPOSED DESIGNATIONS & SCALES FOR INTEGRATION OF SYNDICATE CREATED
POSTS FOR EARTHQUAKE ENGG. DEPTT.**

Sl. No.	Sl. No. in the mapping document	Present Designation	Scale	No. of posts	Mapped Designation	Mapped scale	Adjusted against vacant UOR posts	No. of posts
1.		PRAYOGSHALA SAHAYAK	3050-4590	4	Lab Assistant	BOG. The pay scales to these incumbents will be as per mapping principle approved by the	P.T.	4
2.		Sr. SCIENTIFIC ASSISTANT	6500-10500	1	Sr. Technical Assistant		R.T.	1
3.		DRIVER	3050-4590	1	Driver Gd.-II		Driver	1
4.		*MECHANIC Gd. "B"	2610-3540	4	Mech. Gr.-'B'		Mechanic Gd 'B'	4
5.		*MECHANIC Gd. 'A'	3050-4590	5	Mech. Gr.-'A'		Mechanic Gd 'A'	5
6.	364 365	Research Scientist 'B'	8000-13500	2	Scientific Officer Gd-II		Project Scientist WRL	2
7.		Helper	2550-3200	1	Helper Grade-II		Peon	1
		Total		18				18

* Final Mapping of Mech 'A' & 'B' in the Institute is yet to be completed.



Summary Sheet for Faculty Performance Appraisal for the academic session _____

Name : _____
 Designation : _____
 Deptt./Centre : _____

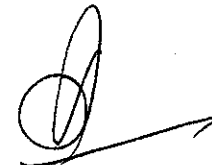
Sr. No.	Factor of Appraisal	Factor weightage	Rating Scale					Factor weightage score
			5 High	4 Above Average	3 Average	2 Below Average	1 Low	
1.	Teaching (UG/PG/Pre-Ph.D.) Minor Project, Independent study. Lab. Development, Preparation of Learning Resource Material etc.	0.40						
2.	Academic Research (Publications in Jour./Con f. Ph.D./MS(R)/M.Tech/M.Sc./ MBA/ M.Des./ B.Tech. Project guidance)	0.30						
3.	Sponsored Research/Consultancy/ CEP/International Projects etc.	0.15						
4.	Academic Management: Institute/Dept./ Centre Admin. Responsibilities handled	0.10						
5.	Honours/Awards/Prizes/Patents.	0.05						
			Overall Rating Score (On 5-point scale)					

Comments Remarks
 By the Committee (if any)

(Chairman) (Head of Deptt./Centre) (Member) (Member) (Member)

DOFA/ Director (For Prof. & equivalent)

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APPENDIX 'F'
 ITEM NO. 6.4.15

APPENDIX 'G'
Item No.6.5.1

AGREEMENT DATE Monday, April 14, 2003


CNDA#2377277

CORPORATE NON-DISCLOSURE AGREEMENT

This Corporate Non -Disclosure Agreement ("Agreement") is entered into and made effective as of the date set forth above, by and between Intel Corporation and its majority owned worldwide subsidiaries ("Intel") , and the Participant, as identified below, and its majority owned worldwide subsidiaries (the "Participant"). Unless the Participant indicates on the Participant's line below that this Agreement will apply only to a specific division or location, this Agreement will apply to the Participant's entire company worldwide.

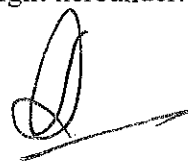
THE PARTIES AGREE AS FOLLOWS:

1. **Confidential Information:** The confidential, proprietary and trade secret information of the disclosing party ("Confidential Information") to be disclosed hereunder is (i) information in tangible form that bears a "confidential", "proprietary", "secret", or similar legend, and (ii) discussions relating to that information whether those discussions occur prior to , concurrent with, or following disclosure of the information.
2. **Obligations of Receiving Party:** The receiving party will maintain the confidentiality of the Confidential Information of the disclosing party with at least the same degree of care that it uses to protect its own confidential and proprietary information, but no less than a reasonable degree of care under the circumstances. The receiving party will not disclose any of the disclosing party's Confidential Information to any employees or to any third parties except to the receiving party's employees, Parent company and majority - owned subsidiaries who have a need to know and who agree to abide by nondisclosure terms at least as comprehensive as those set forth herein; provided that the receiving party will be liable for breach by any such entity. For the purposes of this Agreement, the term "employees" shall include independent contractors of each party. The receiving party will not make any copies of the Confidential Information received from the disclosing party except as necessary for its employees, parent company and majority- owned subsidiaries with a need to know. Any copies which are made will be identified as belonging to the disclosing party and marked "confidential", "proprietary" or with a similar legend.
3. **Period of Non-Assertion:** The disclosing party will not assert any claims of breach of this Agreement or misappropriation of trade secrets against the receiving party arising from the receiving party's disclosure of the disclosing party's Confidential Information made more than five (5) years from the date of the disclosure. However, unless at least one of the exceptions set forth in Section 4 below has occurred, the receiving party will continue to treat such Confidential Information as the confidential information of the disclosing party and only disclose any such Confidential Information to third parties under the terms of a non-disclosure agreement.



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4. **Termination of Obligation of Confidentiality:** The receiving party will not be liable for the disclosure of any Confidential Information which is:
- (a) rightfully in the public domain other than by a breach of a duty to the disclosing party;
 - (b) rightfully received from a third party without any obligation of confidentiality;
 - (c) rightfully known to the receiving party without any limitation on use or disclosure prior to its receipt from the disclosing party;
 - (d) independently developed by employees of the receiving party; or
 - (e) generally made available to third parties by the disclosing party without restriction on disclosure.
5. **Title:** Title or the right to possess Confidential Information as between the parties will remain in the disclosing party.
6. **No obligation of Disclosure; Termination:** Neither party has any obligation to disclose Confidential Information to the other. Either party may terminate this Agreement at any time without cause upon written notice to the other party; provided that each party's obligations with respect to Confidential Information disclosed during the term of this Agreement will survive any such termination. Either party may, at any time: (a) cease giving Confidential Information to the other party without any liability, and/ or (b) request in writing the return or destruction of all or part of its Confidential Information previously disclosed, and all copies thereof, and the receiving party will promptly comply with such request, and certify in writing its compliance.
7. **General:**
- (a) This Agreement is neither intended to nor will it be construed as creating a joint venture, partnership or other form of business association between the parties, nor an obligation to buy or sell products using or incorporating the Confidential Information.
 - (b) Both parties understand and acknowledge that no license under any patents, copyrights, trademarks, or maskworks is granted to or conferred upon either party in this Agreement or by the disclosure of any Confidential Information by one party to the other party as contemplated hereunder, either expressly, by implication, inducement, estoppel or otherwise, and that any license under such intellectual property rights must be express and in writing.
 - (c) The failure of either party to enforce any right resulting from breach of any provision of this Agreement by the other party will not be deemed a waiver of any right relating to a subsequent breach of such provision or of any other right hereunder.



- (d) This Agreement will be governed by the laws of India without reference to conflict of laws principles, if any.
- (e) This Agreement constitutes the sole and entire agreement between the parties with respect to the Confidential Information and all restrictions thereon; it supersedes any and all prior or contemporaneous oral or written agreements, negotiations, communications, understandings and terms, whether express or implied regarding the Confidential Information, and may not be amended except in a writing signed by a duly authorized representative of the respective parties. Any other agreements between the parties, including non-disclosure agreements, will not be affected by this Agreement.
- (f) The disclosing party disclaims all warranties regarding all Confidential Information disclosed pursuant to this Agreement, including all warranties as to the accuracy or utility of such Confidential Information.

INTEL CONTACT: Shubhra Aurita Roy
TEL. NO. 91-22-26598800 extn. 7016

M/S: Intel Technology India Pvt Ltd

AGREED:

INTEL CORPORATION
2200 Mission College Blvd.
Santa Clara, CA 95052-8119

PARTICIPANT: _____
(Company Name, Division/Sub. Applicable)

(Street Address)

(City) (State/Country) (Postal Code)

Signature (V.P.)

Signature of Authorized Representative (e.g. President or V.P.)

Printed Name

Printed Name

Title

Title



20 JUN 2003

MEMORANDUM OF UNDERSTANDING

BETWEEN

PANJAB UNIVERSITY, CHANDIGARH

(Hereinafter known as 'The University')

&

INDIAN INSTITUTE OF TECHNOLOGY, ROORKEE

(Hereinafter known as 'IIT, Roorkee')

PREAMBLE:

PANJAB UNIVERSITY (established originally at Lahore in 1882) with *top grade of Five Star* by the National Assessment and Accreditation Council, Bangalore, and recognized by the University Grants Commission as a *University with Potential for Excellence* has been imparting education in Basic Sciences, Engineering & Technology, Medical Sciences, Law, Commerce, Management, Education, Arts, Languages and other learned professions, for furthering advancement of learning and original research.

In line with the goals of the University, adequate facilities are available for higher research leading to doctoral degrees in various faculties. The major facilities include Computer Centre with Super Computing facilities, Campus wide network with 100 nodes, Regional Sophisticated Instrumentation Centre, the Central Instrumentation Laboratory and the University Library having 2 Mbps internet band width for online access to full text of various journals. 'The University has been conducting in-campus undergraduate courses in Chemical Engineering for long and has expanded the engineering base to Food Technology and courses in Microelectronics, Bio-Technology, Telecommunications & IT and Software Engineering. The University offers Post-Graduate courses in Chemical Engineering, Polymers, Microelectronics and Instrumentation. Besides, Ph.D. degrees in various engineering branches are also awarded. These have resulted in significant industrial consultancy. The University also provide Research in Management, Laws and other social Sciences.

Well Equipped Lab facilities are available in Fluid and Particle Mechanics, Heat and Mass Transfer Operations, Reaction Engg., Environmental Engineering, Microelectronics, Workshops, Computing Facilities, Polymer Science and Engg., Thermodynamics, Membrane Technology, Bio-Technology, Pharmacy, Bio-Sciences, etc.

WHEREAS, IIT-Roorkee, which is charged with the responsibility of training technical manpower in different areas of Engineering and Technology, Science, Management and Humanities & Social Sciences, is also contributing to the rapidly growing scientific and technological knowledge and professional excellence in S&T by undertaking industrial & applied research and consultancy.

OBJECTIVES:

WHEREAS, both Panjab University and IIT, Roorkee, now

- Recognizing the importance of research and development in the areas of Science, Engineering and technology,
- Appreciating the need for creating of large reservoir of highly qualified manpower in these fields,
- Desiring to club their efforts and pooling their expertise and resources,
- Panjab University and IIT, Roorkee shall collaborate in the areas of their expertise for academic, research and teaching activities.

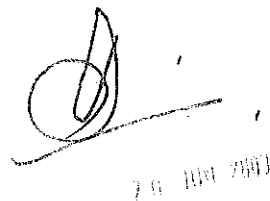
agree upon, for the mutual benefit, to form a nucleus for promoting excellent quality manpower in the fields of engineering, technology, science and allied areas.

i) ***Scope and General Activities:***

1. Exchange of research documents.
2. Visits of Faculty, Staff and Students
3. Submission of joint projects seeking external support for collaboration in research & Consultancy.
4. Agreement will be made from time to time for specific projects and activities.
5. To make available lab, library and computing facilities.
6. Visits to be recommended through MOU coordinators with final approval through normal procedures at the host institution.
7. During visits, Faculty/Staff/Students will be provided appropriate accommodation at official/subsidized rates in hostel/guest houses/holiday homes.

ii) ***Financial Terms:***

There is no direct financial obligation on either Institute unless specifically agreed to.



7.11.2003

iii) **Duration:**

This agreement shall come into effect on the day of approval by both institutes with initial duration of five years.

iv) **Termination:**

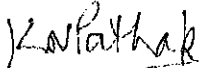
Either Institute may terminate this agreement provided that written notice of the intent is given at least six months prior to termination.

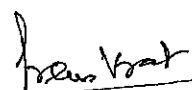
v) **IPR:**

Rights regarding publications, patents, royalty, ownership of software/design/product developed, etc., under the scope of this MOU, shall be decided by the two parties by mutual consent.

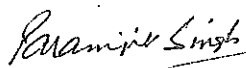
vi) **The activities will be co-ordinated within the scope of this MOU.**

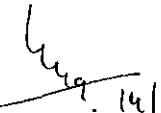
Signed this 14th day of April 2003 at Chandigarh


(Prof. K.N. Pathak) 14/4/03
Vice-Chancellor
Panjab University


(Prof. Prem Vrat) 14.4.03
Director, I.I.T
Roorkee

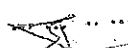
Witness:


(Prof. Paramjit Singh) 14.4.03
Registrar
Panjab University, Chandigarh


(Prof. Vinod Kumar) 14/4/03
Prof. of Elect.Engg
I.I.T. Roorkee



30 JUN 2003

Director's Office
Indian Institute of Technology
Dy. No. 350 Date 20/3/03
Signature 

F. 23-1 / 2002-TS.I
Government of India
Ministry of Human Resource Development
Department of Secondary & Higher Education

Shastri Bhavan, New Delhi, Dated March 11, 2003

To,

Chairman, AICTE, New Delhi
Chairman, UGC, New Delhi
Director, Indian Institutes of Technology, (Bombay, Delhi, Kanpur, Kharagpur, Madras, Guwahati & Roorkee).
Director, Indian Institute of Science, Bangalore
Director, Indian Institute of Information Technology, Allahabad
Director, Indian Institute of Information Technology & Management, Gwalior
Director, National Institute of Technology, _____

Subject: Policy Framework for Promotion of Post-Graduate Education & Research in Engineering & Technology - Review - reg.

OFFICE OF THE DIRECTOR
DEPARTMENT OF SCIENCE & TECHNOLOGY
MINISTRY OF HUMAN RESOURCE DEVELOPMENT
GOVERNMENT OF INDIA
20-3-03
Director

Sir,

In continuation of this Ministry's letter No. 30-4/2000-TS.I dated 20th December, 2001, the undersigned is directed to say that vide letter under reference this Ministry had issued guidelines on *Policy Framework for Promotion of Post-Graduate Education & Research in Engineering & Technology*.

2. Under the *Policy Framework for PG Education and Research* the rate of scholarship for ME/M.Tech scholars and doctoral students were enhanced. Later the rate of emoluments for Junior Research Fellows (JRF) and Senior Research Fellows (SRF) was revised to a different level by Department of Science & Technology (DST) and Council for Scientific and Industrial Research (CSIR). It was noticed that most of premier institutions have scholars funded through the Ministry of HRD as well as through DST / CSIR and other agencies and differentials in rate of fellowships was causing difficulties and tension in these institutions.

3. In order to resolve this anomalous situation, the Policy Framework for PG Education and Research have been reviewed in consultation with DST, CSIR, other Departments, UGC, AICTE and premier academic institutions. While reviewing it was noted that the Council of IITs in its meeting in 1995 had decided that the enhancement of stipends or scholarships given to postgraduate students and research scholars by CSIR be applicable in IITs as well. It had further recommended that in future a unified decision by concerned Ministry / Departments and the UGC be taken. Based on detailed deliberations and consultations, the Government of India has in furtherance to *the Policy Framework for PG Education and Research* taken the following decisions:

a) *Assistantship* for ME, M.Tech or MS (by research) programmes by the Ministry of HRD may be maintained at Rs.5000 per month as approved in the policy framework for PG education and research in December, 2001. However, the rate of scholarship for NTEch students need not maintain parity with Junior Research Fellowship (JRF) under the UGC / CSIR. Contingency at a rate of Rs.5000 per annum per scholar (as already

approved in the policy framework) would be available to the Department to meet departmental expenses on research related activities for the postgraduate students. All students getting assistantship would be required to put in at least eight hours of teaching, research and other work in the Institute. Assistantship for MS (by research) could be extended to the third year on case-to-case basis by the Institute.

b) The number of assistantship supported by Ministry of HRD for ME; M. Tech. and MS (by Research) scholars shall be restricted to a number fixed by the Ministry. This shall be provided to the scholars on the basis of merit determined through GATE scores. B.Tech graduates from the IITs getting a CGPA score of 8 or above (on a scale of 10) would also be entitled to the assistantship without having to appear in GATE. Deferred payment of assistantship may be resorted to wherever there is apprehension of scholars leaving the programs mid-way.

c) Students of final year of dual degree integrated programmes would also be entitled to assistantship from the 9th semester onwards in case they get a CGPA score of 8 or above (on a scale of 10). Alternatively they could compete for assistantship through GATE. The number of ME, M.Tech scholars or students of dual degree programmes getting assistantship on the basis of CGPA scores would be included in the numbers of assistantship fixed by the Ministry of HRD. Information of these numbers will have to be provided to the Ministry annually.

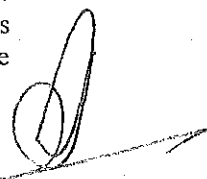
d) Support for doctoral programmes by the Ministry of HRD be termed as *Research / Teaching Assistantship*, the rate of this assistantship shall be enhanced to bring it to the DST/CSIR level. Contingency at a rate of Rs.20000 per annum per scholar (enhanced from Rs.10000 to bring parity with CSIR system) would be available to the Departments of IITs to meet departmental expenses on research related activities for the doctoral students. All scholars getting *Research / Teaching Assistantship* would be required to put in at least eight hours of research or teaching in the Institute. Enhanced rates shall be as follows.

<i>Qualifying degree</i>	<i>First 2 years</i>	<i>For next 2 years</i>
BE / B.Tech. / M.Sc. or Equivalent	Rs.8000 pm	Rs.9000 pm
ME / M.Tech. / MBBS or Equivalent	Rs.9500 pm	Rs.10000 pm

e) The rate of fellowship for QIP scholars registered for Ph.D. programmes would also be enhanced to the DST / CSIR level.

f) The tuition fee for both post graduate (including final year students of dual degree programs) and research students in the IITs be reduced to Rs.5000 per annum with no provision for waiver except 100% waiver for SC / ST scholars.

g) Research / Teaching Assistantship for scholars at enhanced rate be restricted to 4 years as already approved in PG Policy Framework. All students in the first three years will automatically be covered under the revised scheme and scholars in 4th year may be



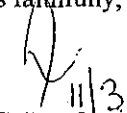
given an option either to continue at the pre-revised scale with a provision for extension by another year or opt for enhanced rate with 4-year time limit.

h) IITs may appropriately allocate number of assistantships to the emerging and thrust areas in engineering.

3. The above decisions will be given effect from the next academic year i.e. 1st July, 2003.

4. It is advised that different provisions in the on going programmes/schemes for PG education & research may be suitably modified by all concerned to bring them in conformity with the above decisions. All Organizations / Institutions are advised to absorb the additional requirement of funds due to enhancement of assistanceship / research fellowship within their existing non-plan budgets.

Yours faithfully,


(V.S. Pandey)

Joint Secretary to the Government of India

Copy forwarded for information to:
Secretary, DST
DG, CSIR

Copy to:
PS to HRM
Sr. PPS to ES
FA (HRD)
JS (HE)
All Divisional Heads of TE Bureau


20 JUN 2003