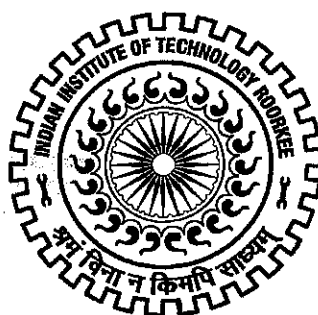


अभिशासक परिषद  
की नवम् बैठक का कार्यवृत्त

**MINUTES OF THE 9<sup>TH</sup> MEETING OF THE  
BOARD OF GOVERNORS**

**19<sup>TH</sup> JUNE 2004**



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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**INDIAN INSTITUTE OF TECHNOLOGY ROORKEE**  
**ROORKEE - 247 667**



**MINUTES OF THE 9<sup>th</sup> MEETING OF THE BOARD OF GOVERNORS  
HELD ON 19<sup>th</sup> JUNE 2004 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. | Prof. D.P.Singh                   | - Member          |
| 4. | Prof. K.N.Shukla                  | - Member          |
| 5. | Prof. H.K.Verma                   | - Member          |
| 6. | Prof. A.K.Jain                    | - Member          |
| 7. | Prof. M. L. Kapoor, Dy. Director  | - Special Invitee |
| 8. | Lt. Col. (Retd.) A. K. Srivastava | - Secretary       |
|    | Registrar, IITR                   |                   |

Communications regretting inability to attend the Meeting were received from the under-mentioned members:

1. Mr. Dharam Vir, IAS, Principal Secretary, Govt. of Haryana, Department of Technical Education, Chandigarh.
2. Mr. Avay Shukla, IAS, Principal Secretary (TE) to the Govt. of Himachal Pradesh, Technical Education Department, Shimla.

At the outset, the Chairman welcomed the members to the 9<sup>th</sup> Meeting of the Board of Governors. He especially welcomed Prof. K.N.Shukla, who was attending the meeting of the Board of Governors for the first time.

The agenda was then taken up.

**Item No. 9.1.1 To confirm the minutes of the 8<sup>th</sup> Meeting of the Board of Governors held on 28<sup>th</sup> January 2004.**

The minutes of the 8<sup>th</sup> meeting of the Board of Governors held on 28<sup>th</sup> January 2004 were confirmed as circulated.

- Item No. 9.1.2 To receive a report on the action taken on the decisions of the previous meeting of the Board of Governors held on 28<sup>th</sup> January 2004 and pending items of previous meetings of the Board.**

The Board noted the position of the actions taken on the Minutes of the above meetings with the following observation:

**8.4.17 To consider the matter related to raising the height of the Boundary Wall along with the main road and providing an internal approach for the residents of Niti Nagar area of the Institute:** After perusing the consensus obtained from a section of the residents of Niti Nagar, the Board decided as under:

**(a) Road Inside Boundary Wall of Single Storied Houses:**

The road should be constructed inside the boundary wall of the single storied houses (Residence Nos. 31,7,9,11 etc.) as already approved by the BOG.

**(b) Road Inside Boundary Wall of Duplex Houses:**

Status quo should be maintained till consensus is reached.

- Item No. 9.1.3: To receive a presentation from the Head of the Department of Biotechnology on the introduction of new courses like B.Tech/ an Integrated Dual Degree programme in Biotechnology:**

The Board appreciated the presentation made by Professor G.S.Randhawa, Head of the Department of Biotechnology, on introduction of new courses like B.Tech/an Integrated Dual Degree programme in Biotechnology. The Board further observed that the proposed course content should be on the pattern of other established B.Tech (Biotechnology)/ Dual Degree programmes in Biotechnology in the Country.



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**Item No. 9.1.4: To receive a report from the Director on the significant developments/ issues since the last meeting of the Board held on 28<sup>th</sup> January 2004.**

The Board appreciated the efforts being made by the Director for overall development/progress of the Institute. Presenting the report, the Director highlighted the significant developments/ issues with special reference to the (a) Director's Academic Activities (b) Director's Visit (c) Placement (d) Research & Development (e) Academic Matters (f) Administrative Appointments (g) Faculty Affairs (h) Honours & Awards (i) Recognition to Alumni (j) New Equipment/ Lab (k) MOU (l) Central Library (m) Seminar & Other Academic Events (n) Student Activities (o) Bhawan Days (p) Important Events (q) Budget Committee (r) Important Visitors to the Institute (s) Retirements (Non – teaching) (t) India Today Rating (u) Miscellaneous issues.

**Item No. 9.1.5: To receive a report on the status of implementation of specific projects funded by the Ministry of H.R.D. during the year 2002-2003.**

The Board noted the status of implementation of specific projects funded by the Ministry of H.R.D. during the year 2002-2003 as given at '**Annexure 9.1.5 (i), (ii) & (iii)**' of the agenda note with the observation that the R&D projects be reviewed after 1 to 1½ years.

**Item No. 9.2.1: To take note of the decision of the Senate to start a new multi discipline Master of Technology Programme on Conservation of Rivers and Lakes in AHEC.**

The Board noted that the Senate in its 8<sup>th</sup> Meeting held on 13<sup>th</sup> February 2004 vide Resolution No.8.3.24 had approved the start of a two year, multi disciplinary, Master of Technology Programme on Conservation of Rivers and Lakes in AHEC w.e.f. the 2004-2005 session, for in service candidates sponsored by National River Conservation Directorate, Ministry of Environment & Forest, Govt. of India, as per details given at **Appendix 'A'**. The Board desired that it be ensured that the programme is truly multi disciplinary in nature.



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**Item No. 9.2.2:** To consider and approve the amendments to Ordinances framed for UG programmes to incorporate the provisions for introducing the 05-year Integrated Dual Degree Programmes: B Tech in the Parent discipline, and M Tech (Specialization in the parent discipline) at IIT Roorkee.

**RESOLUTION No. BG/29/2004: RESOLVED**

**THAT** as recommended by the Senate, the Ordinances for the Undergraduate (UG) and Integrated Dual-Degree (IDD) Programmes, as given at **Appendix 'B'** be approved.

**Item No. 9.2.3:** To consider the recommendation of the B&WC and the Finance Committee for according administrative approval and expenditure sanction of Rs 370 lacs, for the distribution of the additional load of 4000 KVA, which has been sanctioned by the Uttaranchal Power Corporation Limited.

The (FC) had considered this proposal vide item No. 9.4. 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/30/2004: RESOLVED**

**THAT** the preliminary estimate for Rs. 370.00 lacs as recommended by the B&WC and the FC, for distribution of the additional load of 4000 KVA sanctioned by UPCL, as given at **Appendix 'C'**, be approved from the Plan Grant of the Institute, for the year 2004-2005.

**Item No. 9.2.4:** To consider according administrative approval and expenditure sanction for the preliminary estimate of Rs. 5,00,87,700.00 for renovation of the SWP Hangar as recommended by the B&WC.

The Finance Committee had considered this issue vide item No. 9.5. 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/31/2004: RESOLVED**

**THAT** the proposal may be re-examined including



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identification of other alternatives keeping the life of the structure in mind and/or reduce the cost of renovation to meet only the minimum essential requirements.

**Item No. 9.2.5: To consider the proposal for earmarking one post of A.E. (Civil) to be filled from the existing Junior Engineers (Civil), by promotion, as recommended by the Building & Works Committee (B&WC).**

**RESOLUTION No. BG/32/2004: RESOLVED**

**THAT** the proposal for earmarking one post of A.E. (Civil) to be filled from the existing Junior Engineers (Civil), by promotion, be re-examined, with reference to the qualifications required for promotion to the post of A.E.

**Item No. 9.2.6: To consider the under-mentioned proposal of the B&WC:**

- (a) Upgrading of one Post of Junior Engineer (Elect.), to A.E. (Electrical), as personal to the incumbent and to fill the same internally by promotion from the existing J.Es.**
- (b) Engagement of two J.Es (Elect.) on contract basis for a period of three years.**

The Finance Committee had considered this issue vide item No. 9.6. 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/33/2004: RESOLVED**

**THAT** taking into account the comments of the IFD (MHRD), the Board approved as under:

- (i) Sub-item (a) is withdrawn.**
- (ii) Engagement of two Junior Engineer (Electrical) on contract basis for a period of three years at a fixed salary of Rs. 8,000/- p.m. be approved, chargeable to works estimates of the Construction Division.**



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**Item No. 9.2.7:** To take note of the Minutes of the 7<sup>th</sup> meeting of the Building and Works Committee held on 26<sup>th</sup> March 2004. (The items, which require specific approval, have been included in the agenda, separately).

The Board noted the Minutes of the 7<sup>th</sup> meeting of the Building and Works Committee held on 26<sup>th</sup> March 2004.

**Item No. 9.3.1:** To consider enhancement of amount of out of pocket allowance to be given to the external members of Selection Committees for faculty positions and Group 'A' posts.


The Finance Committee had considered this issue vide item No. 9.7. 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/34/2004: RESOLVED**  
**THAT** the out of pocket allowance for the external members of Selection Committees for faculty positions and Group 'A' posts may be enhanced from Rs. 500/- to Rs. 1000/- per day of sitting.

**Item No. 9.3.2:** To consider the issue related to Payment of Interest to subscribers of GPF/CPF.

The Finance Committee had considered this issue vide item No. 9.8. 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/35/2004: RESOLVED**  
**THAT** taking into account the comments of the IFD (MHRD), the Institute may invest GPF/CPF funds in RBI bonds, and follow the guidelines contained in Government of India, MHRD, Integrated Finance Division, letter No. F.19-16/2003-IFD dated 9<sup>th</sup> February 2004, to meet the difference, if any, between the Government approved rate of interest, presently 8%, and the interest earned from present investments made by IIT Roorkee.

  
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**Item No. 9.3.3: Re-appropriation of Account**

The Finance Committee had considered the issue and withdrew the same. Accordingly, the Board also withdrew this item.

**Item No. 9.3.4: To consider implementation of the new pension scheme for the new entrants to IIT Roorkee**

The Finance Committee had considered this issue vide item No. 9.9. 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/36/2004: RESOLVED**

**THAT** the new pension system be made applicable only to new entrants to the Central Government Service who have joined IIT Roorkee on or after 1<sup>st</sup> January 2004.

**Item No. 9.3.5: To consider the payment of Airfare to those Newly Recruited Faculty members who reside abroad, and travel to India by Air to join the Institute.**

The Finance Committee had considered this issue vide item No. 9.18. 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/37/2004: RESOLVED**

**THAT** the payment of Air fare to those Newly Recruited Faculty members who resided abroad, and travel to India by Air to join the Institute be approved as under:

- (a) Persons joining from abroad may be reimbursed the travel expenses after incurring the expenditure, for one way economy class fare for self and family (if applicable), subject to a maximum sum of Rs.90, 000/- only.
- (b) TA may be admitted for payment on joining, but shall actually be paid to the candidate, if otherwise eligible, only after confirmation of his/her service at the Institute. However, candidates must file their claims, if any, and if eligible, within 03 months of joining the Institute.

- (c) There shall be a bond obligation to serve the Institute for a minimum period of three years, in lieu of the payment of air travel to a faculty member.
- (d) This facility will only be available to those who join on regular basis. However, a faculty member joining on contract or as visiting faculty, but who is subsequently regularized, without a break in service, will also be eligible.

**Item No. 9.4.1: To consider the depositing of Rs.1,29,91,830.00 with UPCL for sanctioning of additional load of 4000 KVA to IITR.**

The Finance Committee had considered this issue vide item No. 9.10. 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/38/2004: RESOLVED**

**THAT** Rs. 1,29,91,830.00 should be deposited with the UPCL out of the Plan Grant of the Institute for the year 2004-2005, so that the 4000 KVA load is released to the Institute, by the UPCL.

**Item No. 9.4.2: To consider the proposal for allocation of Rs. 185 lakhs to the Institute Hospital, from the Non-Plan Grant for the year 2004-2005.**

The Finance Committee had considered this issue vide item No. 9.11. 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/39/2004: RESOLVED**

**THAT** the Non-plan Grant of the Institute Hospital should be limited to Rs. 130.00 lakhs, for the present. The Hospital should exercise economy by minimizing the local purchase of medicines and resort to bulk purchase at Governments rates, instead. In addition, a panel of reputed Hospitals in the National Capital Territory of Delhi should be drawn up for providing different types of specialized treatment at discounted rates. The opportunity of availing cash discounts by

prompt payment of the bills, within 07 days, should be explored.

- Item No. 9.4.3: To consider the closure of the existing TIFAC CORE Centre for Disaster Mitigation funded by DST, and to establish a new Centre of Disaster Mitigation and Management at IIT Roorkee funded by MHRD, Govt. of India**

**RESOLUTION No. BG/40/2004: RESOLVED**

**THAT** the existing TIFAC CORE Centre for Disaster Mitigation funded by Department of Science & Technology (DST), be closed down w.e.f. 1<sup>st</sup> April 2004 and a new Interdisciplinary Centre of Disaster Mitigation and Management at IIT Roorkee, funded by MHRD, Govt. of India, be established and efforts be made to nurture this as a Centre of excellence in Disaster Mitigation and Management.

**FURTHER RESOLVED** that seed money to the new Centre be given from the amount left over from the funds given by the Uttaranchal Government, to the TIFAC CORE Centre.

- Item No. 9.4.4: To consider for filling up the post of Pharmacist at the DPT Dispensary, Saharanpur Campus.**

The Finance Committee appreciated the need of appointing a Pharmacist at DPT Dispensary, Saharanpur Campus and observed that the proposal be sent to the MHRD with proper justification for obtaining approval for filling up one post of Pharmacist at the DPT, Saharanpur Campus.

The Board agrees with the observations of the Finance Committee.

- Item No. 9.4.5: To consider reducing penal license fee in respect of Prof. A.M.Chandra from 100 times to 50 times of normal license fee.**

**RESOLUTION No. BG/41/2004: RESOLVED**

**THAT** enhanced license fee @ 50 times of normal license fee be charged from Prof. A.M.Chandra as a special case, for the period commencing from 19.3.2003 till the end of his EOL.



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**Item No. 9.4.6: To consider the issue of the revision of range of fixed emoluments for 'Y' pool contract workers w.e.f. 01.04.2004.**

The Finance Committee had considered this issue vide item No. 9.13. 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/42/2004: RESOLVED**  
**THAT** taking into account the views of the IFD (MHRD), the various ranges of fixed emoluments for 'Y' pool contract workers as given at **Appendix 'D'** be approved w.e.f 1<sup>st</sup> April 2004.

**Item No. 9.4.7: Extension of pay scale of Rs. 3200-4900/4500-7000 to all LDCs / UDCs, respectively.**

The Finance Committee had considered this issue vide item No. 9.15 and recommended that the Institute Management should persuade the MHRD to approve the proposed scales. The recommendations of the Finance Committee were placed before the Board of Governors. The Board resolved as under:

**RESOLUTION No. BG/43/2004: RESOLVED**  
**THAT** a request be sent to MHRD stating that the pay scales of Rs. 3200-4900/4500-7000 for LDCs /UDCs may either be withdrawn from IIT Kanpur, IIT Kharagpur, IIT Guwahati, IIT Delhi and IIT Madras which have given these pay scales to LDCs/UDCs; or these scales be also given to IIT Roorkee as well, in order to maintain uniformity.

**Item No. 9.4.8: To consider the recommendations of the Employee Welfare Committee of the Institute for the purpose of mapping in respect of 10 employees.**

**RESOLUTION No. BG/44/2004: RESOLVED**  
**THAT** the Mechanics 'A', and Telephone Operator (Sr.) who possess the entry level qualifications of "SLA" and Telephone Operator Grade - I in the IIT system, be mapped in the pay scale of Rs. 4000-6000, because SLA and Telephone Operator Grade - I, are the entry

level posts for Mechanics 'A' and Telephone Operator (Sr.).

**FURTHER RESOLVED** that the ACR/discipline criteria for all the incumbents for the purpose of this mapping should be at least a "Good" grading in the last 05/04 years as applicable, with no disciplinary case pending at present.

**Item No. 9.4.9: To consider further course of action regarding purchase made by certain Departments from M/S Universal Refrigeration Corporation, Faridabad.**

**RESOLUTION No. BG/45/2004: RESOLVED as under:**

- (a) An enquiry should be set up to find the facts of the case under the Chairmanship of Prof. B.C.Nakra, Former Dy. Director, IIT Delhi or Prof. K.L.Chopra, Former Director, IIT Kharagpur.
- (b) Advances taken for the above purchases by Prof. M.L.Kapoor and Prof. K.N.Agarwal be held back from their terminal benefits, temporarily, until the case is settled.

**Item No. 9.4.10: To consider the issue of payment of pro-rata pension contribution to the Institute by an employee for counting of past service, if the previous employer fails to pay these benefits.**

The Finance Committee had considered this issue vide item No. 9.16. 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/46/2004: RESOLVED THAT** taking into account the views of the IFD (MHRD), specific cases of payment of pro-rata pension contribution by an employee to the Institute, for counting of past service, if the previous employer fails to pay the said contribution, be referred to the MHRD for approval.



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**Item No. 9.4.11: To consider the issue of Postgraduate research qualification for Science and Humanities stream for adding 05 years qualifying service for superannuation pension.**

**RESOLUTION No. BG/47/2004: RESOLVED**

**THAT** the benefit of adding five years qualifying service for calculation of superannuation pension may be given to those faculty members for whom the essential qualification for recruitment as a faculty member in the Science stream in the erstwhile UOR was: "**a first class Masters Degree with two years research experience**". The faculty member should have been engaged in research during major part of his tenure of service. In case of any doubt, specific cases may be placed before the Board for a decision.

**Item No. 9.4.12: To consider the Extension of the new Wing of the Biotechnology Department Building.**

The Finance Committee had considered this issue vide item No. 9.17. The recommendations of the Finance Committee were placed before the Board of Governors. After discussion, the Board approved the recommendations of the Finance Committee.

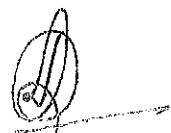
**RESOLUTION No. BG/48/2004: RESOLVED**

**THAT** the extension of the new Wing of the Biotechnology Department Building at a cost of Rs. 15.00 lakhs, as per the details given at **Appendix 'E'**, be approved out of the Plan Grant of the Institute for the year 2004-2005.

**Item No. 9.4.13: To consider the revised recommendations of the committee on relaxation in qualification for the purpose of next promotion under the Modified Assured Career Progression (MACP) Scheme.**

**RESOLUTION No. BG/49/2004: RESOLVED**

**THAT** specific/ individual cases in respect of those incumbents who do not possess the prescribed qualifications as per the IIT system, be placed before the BOG in order to remove the difficulties in implementing the MACP Scheme. The proposals should include comprehensive details like: service rendered in the UOR & IITR respectively; qualifications of the incumbent; and the additional qualifying period proposed to be added in lieu of the shortfall in qualifications, to become eligible for the next



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promotion under the MACP Scheme. (Annexure 9.4.13 of the agenda note refers).

**Item No. 9.4.14: 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/50/2004: RESOLVED**

**THAT** the request of Mr. Ajmer Singh, Lt. (Retd), Mr. Hardya Ram, Sr. Lab. Atttdt (Retd) and Mr. Kashi Ram, Sweeper (Retd) for retention of Institute accommodation after retirement be approved as under:

- (a) First 04 months on the normal licence fee.
- (b) Second 04 months on double the normal licence fee.
- (c) Thereafter, penal licence fee as per norms, be charged.

**Item No. 9.4.15: To consider the Modified Assured Career Progression (MACP) Scheme for the Group B, C & D Staff of the Institute.**

**RESOLUTION No. BG/51/2004: RESOLVED**

**THAT** the Modified Assured Career Progression (MACP) Scheme for the Group B, C & D Staff of the Institute, recommended for uniform adoption by the IITs Directors, be approved as per **Appendix 'F'**, w.e.f. 21<sup>st</sup> September 2001 i.e., the date of conversion of the University of Roorkee into IIT Roorkee.

**Item No.9.5.1: 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/52/2004: RESOLVED**

**THAT** the approvals accorded by the Chairman, BOG on behalf of the Board, in the matters listed below, be ratified.

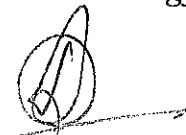
- (a) Panel for one outside expert, as a member of the Screening Committee to judge the suitability of Research Technicians and Refrigeration



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Supervisor for the personal scale of Rs. 8000-13500, with the designation of Technical Officer, **(Refer Appendix 'G')**.

- (b) Signing of MoU between Victoria University of Technology, Australia and IIT Roorkee, **(Refer Appendix 'H')**.
- (c) Honorarium for faculty assigned work of computerization of UGS/PGS&R Sections and Grades, Registration. **(Refer Appendix 'I')**.
- (d) Recommendations of the Selection Committee for the positions of Professor, Assoc. Professor, Asstt. Professor & Lecturer (on contract) in the Deptt. of Civil Engineering
- (e) Recommendations of the Selection Committee for the positions of Professor, Associate Professor, Associate Professor (on contract) and Assistant Professor in the Deptt. of Electrical Engineering
- (f) Recommendations of the Selection Committee for the positions of Professor, Associate Professor, Assistant Professor & Lecturer (on contract) in the Deptt. of W.R.D.T.C.
- (g) Recommendations of the Selection Committee for the position of Professorial Chair in Bridge Engineering, Instituted by Indian Railways in the Deptt. of Civil Engineering
- (h) Re-employment of Prof. M.K. Gupta, Earthquake Engineering Department, Prof. Najamuddin, Arch. & Planning & Prof. (Mrs.) B. Sinha, E&CE Deptt.
- (i) Extension of contractual assignment of Prof. K.M. Mital in the Department of Management Studies till 31.12.2004.
- (j) Appointment of Dr. M.P. Jain, Professor, Training & Placement and Industrial Liaison as Joint Professor in Electrical Engg. Department
- (k) Proposal of inviting experts for Faculty Selections in the disciplines of Maths, Chemistry & Physics for the Deptt. of Paper Technology




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- (l) Extension of contractual appointment of Shri Ashutosh Joshi as Lecturer in the Deptt. of Arch. & Planning
- (m) Extension of contractual appointment of Dr. Devendra Puri, Asstt. Professor in the Deptt. of Mett. & Mat. Engg.
- (n) Voluntary retirement of Prof. S.C. Saxena.
- (o) Appointment of Prof. S.K. Kaushik as Head of the Department of Civil Engg. and Prof. J.P. Singh as Head of Deptt. of Management Studies
- (p) Honorarium for preparatory courses run in the subject Physics/ Chemistry/Maths/ English for SC/ST students
- (q) Recommendations of the Selection Committee for the positions of Professor, Assoc. Professor, Asstt. Professor & Lecturer (on contract) in the Deptt. of Mett. & Mat. Engg.
- (r) Appointment of Prof. V.K. Gupta, Department of Civil Engineering as Chairman, Estate & Works and Prof. M.K. Mittal, Department of Civil Engineering as Chairman Hospital Advisory Committee
- (s) Extension of the term of Prof. J.S. Saini as Dean Sponsored Research & Industrial Consultancy and Mr. Arun Kumar as Head of AHEC
- (t) Recommendations of the Institute Committee for the positions of Emeritus Fellows in Mathematics Department
- (u) Recommendations of the Selection Committee for the positions of Professor, Assoc. Professor, Asstt Professor, & Lecturer (on contract) in the Deptt of Paper Technology, Saharanpur campus
- (v) Voluntary Retirement of Dr. N.J. Rao, Professor, Deptt of Paper Technology, Saharanpur
- (w) Relieving of Prof. K.M. Mital, Professor in the Deptt. of Management Studies
- (x) Panels of experts for Selections of faculty in Institute Instrumentation Centre (I.I.C.)

  
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- (y) Recommendations of the Institute Committee for the position of Emeritus Fellows in the Departments of Civil Engineering, E. & C. E., Mechanical & Industrial Engineering, Earth Sciences, Physics and Arch. & Planning
- (z) Recommendations of the Selection Committee for the positions of Professor, Assoc. Professor, Asstt Professor & Lecturer (on contract) in the Deptt of Mathematics
- (aa) Extension of contractual appointment of Dr. M.V. Kartikeyan, Associate Professor in the Department of Electronics & Computer Engineering
- (bb) Extension of appointment of Mr. K.C. Jain, Asstt Executive Engineer (Civil) on deputation
- (cc) Recommendations of the Selection Committee for the positions of Professor, Assoc. Professor, Asstt Professor & Lecturer (on contract) in the Deptt of Chemistry.
- (dd) Recommendations of the Selection Committee for the post of Visiting Professor in the Department of Mech. & Indl. Engg.
- (ee) Recommendations of the Selection Committee for the positions of Asstt. Professor & Lecturer (on contract) in the Deptt. of Mech. & Indl. Engg.
- (ff) Signing of MoU between The Water Resources University- Vietnam and IIT Roorkee. **(Refer Appendix 'J')**.
- (gg) Guidelines & application form for sanction and operation of the Faculty Initiation Grant. **(Refer Appendix 'K')**.
- (hh) Extension of contractual appointment of Dr. Pankaj Agarwal, Lecturer (on contract) in the Department of Earthquake Engineering.
- (ii) Request dated 26.5.2004 of Ms.Meera , Asstt. Librarian, Central Library, (presently working as Lecturer-cum-Librarian, Deptt. of Library & Information Sciences, Delhi University) for acceptance of her resignation w.e.f. 2.5.2004.

  
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- (ij) Signing of MoU between Petrotech Society, New Delhi and IIT Roorkee for the award of Ph.D & M.Tech Fellowship at IIT Roorkee. **(Refer Appendix 'L')**.

**Item No. 9.5.2: To report certain matters for the Information of the Board of Governors.**

**RESOLUTION NO. BG/53/2004: RESOLVED**

**THAT** the matters, as listed below, be noted and recorded.

- (a) 8<sup>th</sup> meeting of the Senate of IIT Roorkee held on 13<sup>th</sup> February 2004.
- (b) 9<sup>th</sup> meeting of the Senate of IIT Roorkee held on 7<sup>th</sup> May 2004.
- (c) 8<sup>th</sup> meeting of the Finance Committee of IIT Roorkee held on 27<sup>th</sup> January 2004.
- (d) Authorization to the Chairman of the Board of Governors of IITs & IIMs to grant permission to the Directors of the Institute to visit foreign countries.
- (e) Establishment of Vipula and Mahesh Chaturvedi Foundation Trust
- (f) Appointment of Estate Officer of the Institute
- (g) Writing off obsolete and unserviceable items of stores of various Departments/ Divisions.
- (h) The following faculty members were appointed as per the details given below:-

Sl. No.	Name	Department	Designation	Date of appointment
1.	Dr. (Mrs.) Rashmi Gaur	Hum. & Soc. Sc.	Assoc. Professor	21.01.2004
2.	Dr. Nagendra Kumar	Hum. & Soc. Sc.	Asstt. Professor	21.01.2004
3.	Dr. Munawwar Ali Khan	Biotechnology	Lecturer (on contract)	28.01.2004
4.	Dr. U.C. Kothiyari	Civil Engg.	Professor	03.02.2004
5.	Dr. C.S.P. Ojha	Civil Engg.	Professor	03.02.2004
6.	Dr. P.K. Garg	Civil Engg.	Professor	03.02.2004
7.	Dr. M.K. Arora	Civil Engg.	Assoc. Professor	03.02.2004
8.	Dr. Manoranjan Parida	Civil Engg.	Assoc. Professor	03.02.2004
9.	Dr. Praveen Kumar	Civil Engg.	Assoc. Professor	03.02.2004

10.	Dr. N.K. Samadhiya	Civil Engg.	Assoc. Professor	03.02.2004
11.	Dr. Pramod Agarwal	Electrical Engg.	Professor	03.02.2004
12.	Dr. G.K. Singh	Electrical Engg.	Professor	03.02.2004
13.	Dr. Vipul Prakash	Civil Engg.	Asstt. Professor	05.02.2004
14.	Dr. Ajai Gairola	Civil Engg.	Assoc. Professor	14.02.2004
15.	Dr. M.P.S. Chauhan	Civil Engg.	Lecturer (on contract)	19.02.2004
16.	Dr. S. Kartikeyan	Biotechnology	Asstt. Professor	24.02.2004
17.	Dr. G.N. Pillai	Electrical Engg.	Asstt. Professor	15.03.2004
18.	Dr. Praveen Kulshrestha	Hum. & Soc. Sc.	Asstt. Professor	29.03.2004
19.	Dr. (Ms.) Babita Sinha	Hum. & Soc. Sc.	Lecturer (on contract)	31.03.2004
20.	Dr. (Mrs.) V. Agarwala	Met. & Mat. Engg.	Professor	06.04.2004
21.	Dr. Devendra Puri	Met. & Mat. Engg.	Asstt. Professor	06.04.2004
22.	Dr. (Ms.) Rajshri Jobanputra	Hum. & Soc. Sc.	Lecturer (on contract)	17.04.2004
23.	Dr. Satish Kumar	Paper Technology	Professor	22.04.2004
24.	Dr. V.K. Katiyar	Mathematics	Professor	05.05.2004
25.	Dr. Roshan Lal	Mathematics	Professor	05.05.2004
26.	Dr. (Mrs.) Kusum Deep	Mathematics	Assoc. Professor	05.05.2004
27.	Dr. (Mrs.) Tanuja Srivastava	Mathematics	Assoc. Professor	05.05.2004
28.	Dr. Premanand Bera	Mathematics	Asstt. Professor	05.05.2004
29.	Dr. N. Sukuvanam	Mathematics	Assoc. Professor	06.05.2004
30.	Dr. A.K. Singh	Chemistry	Professor	13.05.2004
31.	Dr. K.C. Gupta	Chemistry	Assoc. Professor	13.05.2004
32.	Dr. U.P. Singh	Chemistry	Assoc. Professor	13.05.2004
33.	Dr. M.R. Maurya	Chemistry	Assoc. Professor	13.05.2004
34.	Dr. S.K. Mishra	WRDTC	Asstt. Professor	21.05.2004

(i) **The following faculty members and other staff have superannuated/ resigned:-**

Sl. No	Name	Designation	Department	Date Superannuated/ Resigned
1.	Dr. R. Sridhar	Sr. Scientific Officer	Q.I.P.	10.2.2004 (Resigned)
2.	Dr. M.K. Gupta	Professor	Earthquake Engg.	29.2.2004 (Sup.)
3.	Dr. (Mrs)B. Sinha	Professor	E&CE	31.3.2004 (Sup.)
4.	Dr. Najamuddin	Professor	Arch. & Planning	31.3.2004 (Sup.)
5.	Dr. S.C. Saxena	Professor	Electrical Engg.	24.3.2004 (Voluntary retirement)
6.	Dr. D.S. Broca	Assoc. Professor	DOMS	18.4.2004 (Resigned)
7.	Dr. N.J. Rao	Professor	Paper Technology	18.7.2004 (Voluntary retirement)
8.	Prof. K.M. Mital	Professor	DOMS	13.5.2004 (Resigned)

(j) **The following Officers have been brought on regular cadre:**

Sl. No.	Name	Department	Designation	Date
1.	Mr. Shyam Narayan	Administration	Dy. Registrar	25.4.2004
2.	Mr. Prashant Garg	Administration	Dy. Registrar	30.5.2004

(k) Brief report on the visit of Prof. Prem Vrat, Director of the Institute to the United States of America during May 14- June 6, 2004.

(l) Merger of 50% of Dearness Allowance / Dearness Relief with basic pay/ pension to employees of autonomous bodies following Central Government pattern of pay scales/ allowances w.e.f. 1.4.2004.

(m) **The following faculty members have been brought on the regular cadre:**

Sl. No.	Name	Department	Designation	Date
1.	Dr. Ravi Kumar	Mech. & Indl. Engg.	Asstt. Professor	26.4.2004
2.	Dr. S.P.Singh	Electrical Engg.	Assoc. Professor	25.5.2004

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

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M.Tech. Course: Environmental Conservation of Rivers and Lakes

A. PREAMBLE

National River Conservation Directorate (NRCD) Ministry of Environment and Forests (MoEF), Govt. of India under National River/Lake Conservation Programmes have the objective to restore, conserve and manage environmentally degraded rivers and lakes. At this purpose, they need trained manpower to

- monitor the environmental status of rivers and lakes,
- prepare and implement programme/projects/schemes of environmental conservation and
- operate and maintain the assets created for conservation of the water bodies

B. THE SCHEME

The scheme envisages as follows:

- i) The course will be of 2 years duration (4 semesters) as per MHRD/AICTE norms.
- ii) Ten sponsored candidates will be admitted initially.
- iii) Eligibility Criteria
  - A recognized degree in Civil/ Electrical/ Mechanical/ Industrial/ Chemical/ Agricultural/ Environmental/ Engineering/ Architecture/ Town Planning or equivalent with at least 60% marks or a CGPA of 6.75 on a 10 point scale at the Bachelor's level. OR Master of Science with Mathematics at graduation level limited to 30% of total seats

plus

iv) Selection Procedure

- The Ministry of Environment and Forests, National River/Lake Conservation Directorate and IIT Roorkee will invite the applications to be submitted directly to IIT Roorkee every year from inservice candidates of Central as well as state government organizations working in the areas of environmental conservation and management of rivers and lakes fulfilling the eligibility criteria as given above.
- IIT Roorkee shall admit the candidates as followed in the Institute for the sponsored candidates.
- The selected candidates will complete all requirements of IITR in time to be able to join by the scheduled date. A candidate failing to join on the stipulated date may forfeit his chance for admission.



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**C. FELLOWSHIP (Sponsored Candidates)**

1. The items of expenditure would be met out of the sponsorship amount of the NRCD/MoEF include, among other items, the following:
  - a. A monthly allowance of Rs. 2500/- in addition to salary in accordance with the rules of the candidate's parent organisations.
  - b. A one time book expenditure (on approval from supervisor) upto Rs. 5000/- will be reimbursed to each candidate.
  - c. Tuition fee, statutory deposits and hostel fee will be taken care of in the sponsorship provided by the NRCD/MoEF for the course.
2. Other items
  - d. Mess and other dues will be borne by the candidates directly.
  - e. Hostel/Mess and other facilities will be available as for other candidates of the Institute.
  - f. Married accommodation will be provided only if available, for which additional charges may be levied.
  - g. The candidates will be entitled to medical facilities as admissible to other M. Tech. students of IITR.

**D. SEMINAR/PROJECT/DISSERTATION**

While deciding the Seminar/Project Work/Dissertation of a candidate, the views if any, of the NRCD/parent organization, will also be taken in to consideration. Subject to the approval of the prescribed authority of the IIT and the IITR regulations, it will be permissible to carry out the project work/dissertation entirely or in part at the NRCD or the State/Departmental project sites. A list of project work/dissertation topics will normally be announced by the concerned faculty in consultation with NRCD.

  
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**Proposed Scheme of Teaching of Two years duration Interdisciplinary M. Tech. Course in  
"Conservation of Rivers and Lakes"**

**Semester-I (Autumn)**

Teaching Scheme					Contact Hours Per Week			Exam Duration (Hrs.)		Relative Weightage (%)				
Sl. No.	Course No.	Course title	Subject Area	Credits	L	T	P	Theory	Pract- ical	CWS	PRS	MTE	ETE	PRE
1.	MA-501B	Advanced Mathematics	PG-11	4	3	1	0	3	-	25	-	25	50	-
2.	AH-521B	Modeling, simulation & Computer Application	PG-12	4	3	1	2/2	2	-	15	15	30	40	-
3.	HY-531	Water Shed Behaviour & Conservation Practices	PG-14	4	3	1	0	3	-	25	-	25	50	-
4.	A.I-523	Water Quality Assessment	PG-14	4	3	1	2/2	2	-	15	15	30	40	-
5.		Major Elective I	PG-14	4	-	-	-	-	-	-	-	-	-	-
6.		Minor Elective	PG-15	4	3	1	0	2	-	-	-	-	-	-
		<b>Total</b>		<b>24</b>										

**Semester-II (Spring)**

Teaching Scheme					Contact Hours Per Week			Exam Duration (Hrs.)		Relative Weightage (%)				
Sl. No.	Course No.	Course title	Subject Area	Credits	L	T	P	Theory	Pract- ical	CWS	PRS	MTE	ETE	PRE
1.	AH-524	Project Formulation and Implementation	PG-13	4	3	2/2	0	2	-	20	-	40	40	-
2.	AH-526	Environmental Laws, Public Participation and Institutional Development	PG-14	4	3	1	0	2	-	20	-	40	40	-
3.	CH-524	Environment Impact Assessment	PG-15	4	3	1	0	3	-	30	-	20	50	-
4.	AH-522	Waste Water Collection, Treatment and Disposal	PG-14	4	3	1	0	2	-	20	-	40	40	-
5.	AH-525	Ecology and Limnology	PG-14	4	3	1	2/2	2	-	15	15	30	40	-
6.		Major Elective II	PG-14	4	-	-	-	-	-	-	-	-	-	-
		<b>Total</b>		<b>24</b>										

**Semester-III (Autumn)**

Teaching Scheme					Contact Hours Per Week			Exam Duration (Hrs.)		Relative Weightage (%)				
Sl. No.	Course No.	Course title	Subject Area	Credits	L	T	P	Theory	Pract- ical	CWS	PRS	MTE	ETE	PRE
1.	AH-601	Seminar	PG-18	4	-	-	-	-	-					
2.	AH-602	Project and Field Visit	PG-19	4	-	-	-	-	-					
3.	AH-603	Dissertation (To be continued in IV semester)	PG-20	12	-	-	-	-	-					
4.	AH-527	Lab course	PG-13	2	-	-	2	-	-	-	100	-	-	-
		<b>Total</b>		<b>22</b>										

**Semester-IV (Spring)**

Teaching Scheme					Contact Hours Per Week			Exam Duration (Hrs.)		Relative Weightage (%)				
Sl. No.	Course No.	Course title	Subject Area	Credits	L	T	P	Theory	Pract- ical	CWS	PRS	MTE	ETE	PRE
1.	AH-603	Dissertation (continued from III Semester)	PG-20	20	-	-	-	-	-	-	-	-	-	-
		<b>Total</b>		<b>20</b>										

**TOTAL**

**90 credits**

Existing courses are shown in italics.

Relative weightage of each course may change as per institute senate discussion in vogue.

  
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### Major Elective Subjects

Sl. No.	Course No.	Course Title	Subject Area	Credits	Contact Hours per Week			Semester
					L	T	P	
1.	AH-542	Energy Conservation and Management	PG-14	4	3	1	-	Spring
2.	CH-508	Biochemical Engineering	PG-14	4	3	1	-	Spring
3.	CE-524	Solid Waste Management	PG-14	4	3	1	-	Autumn
4.	CE-624	Industrial Waste Management	PG-14	4	3	1	-	Spring
5.	CE-626	Hazardous Waste and Risk Management	PG-14	4	3	1	-	Spring/ Autumn
6.	CE-656	Geo Informatics for Land Use/Land Cover Mapping and Analysis	PG-14	4	3	-	2	Spring
7.	CE-551	Principles of Remote Sensing	PG-14	4	3	-	2	Autumn
8.	HY-527	Ground Water Hydrology	PG-14	4	3	1	-	Autumn
9.	HY-537	RS & GIS Applications in Hydrology	PG-14	4	3	1	-	Spring
10.	HY-542	Urban Hydrology	PG-14	4	3	1	-	Autumn
11.	HY-538	Hydrological Data Collection, Processing and Analysis	PG-14	4	3	1	-	Autumn
12.	BT-607	Ecology & Environmental Biotechnology	PG-14	4	3	1	-	Autumn/ Spring
Any other courses of AHEC, Biotechnology, Chemical Engg., Civil Engg., Hydrology and Management Study for which guidance will be provided by the Deptt./Centre/Concerned teacher.								

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**ORDINANCES FOR THE UNDERGRADUATE (UG) AND  
INTEGRATED DUAL-DEGREE (IDD) PROGRAMMES**

<b>Short title &amp; Commencement</b>	1	(i)	These ordinances shall be called the Ordinances for the Undergraduate <i>and the Integrated Dual-Degree Programmes</i> of the Indian Institute of Technology, Roorkee;
		(ii)	These ordinances shall come into force with effect from such date as the Senate/Board may appoint in this behalf.
<b>Definitions</b>	2		Unless the context requires otherwise,
		(i)	" <b>Applicant</b> " shall mean an individual who applies for admission to any undergraduate (UG) <i>or integrated dual-degree</i> programme of the Institute;
		(ii)	" <b>Board</b> " shall mean the Board of Governors of the Institute;
		(iii)	" <b>BUGS</b> " shall mean the Board for Undergraduate studies of the Institute;
		(iv)	" <b>Casual Student</b> " shall mean a student who is registered for a degree in a recognized Institution/ University in India or abroad and is officially sponsored by his parent institute to avail laboratory and other academic facilities or for attending a formal set of courses;
		(v)	" <b>CGPA</b> " shall mean the cumulative grade point average of a student;
		(vi)	" <b>Coordination Committee</b> " shall mean the committee of the faculty members involved in a course;



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	(vii)	"Council" shall mean the council of the Indian Institutes of Technology;
	(viii)	"Course" shall mean a curricular component identified by a designated code number and a title;
	(ix)	"Course Coordinator" shall mean a faculty member who shall have full responsibility for the course, coordinating the work of other faculty member(s) involved in that course, including examinations and the award of grades;
	(x)	"Degree" shall mean the Bachelor's degree viz. B.Tech., or the integrated dual-degrees viz. B. Tech. and M.Tech. and such other degrees of the Institute as may be approved by the Board;
	(xi)	"Direct Admission Student" shall mean the students who are admitted directly from abroad and not through JEE, and registered for undergraduate or integrated dual-degree programmes for full time study;
	(xii)	"DRC" shall mean the Departmental Research Committee of the Department/ Academic Centre;
	(xiii)	"DUGC" shall mean the Undergraduate Committee of the Department/ Academic Centre;
	(xiv)	"DUGS" and "Dean UGS" shall mean the Dean, Undergraduate Studies;



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	(xv)	" <b>Faculty Advisor</b> " shall mean a teacher nominated by the Department / Academic Centre to advise a student on the courses to be taken by him and other matters related to the academic programme;
	(xvi)	" <b>Grade Moderation Committee</b> " shall mean the committee appointed by the department/academic centre to moderate grades awarded by the course coordinators in different courses in a semester at a given level of a curriculum;
	(xvii)	" <b>Institute</b> " shall mean the Indian Institute of Technology, Roorkee;
	(xviii)	" <b>Integrated Dual-Degree or IDD</b> " shall mean the integrated dual-degrees, namely B.Tech. (parent discipline) and M.Tech. (specialization of the parent discipline) of the Institute;
	(xix)	" <b>JEE</b> " shall mean the Joint Entrance Examination for admission to Indian Institutes of Technology;
	(xx)	" <b>PG</b> " shall mean Post Graduate;
	(xxi)	" <b>Student</b> " shall mean a student registered for an undergraduate or <i>integrated dual-degree</i> programme for full-time study leading to the Bachelor's degree or the dual Bachelor's and Master's degree, as the case may be;
	(xxii)	" <b>Scheme of Teaching and Examination</b> " shall mean the scheme of teaching and examination for a branch of study as approved by the Senate;



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		(xxiii)	"SC/ST" shall mean the scheduled castes and scheduled tribes as notified by the Government of India from time to time;
		(xxiv)	"SGPA" shall mean the semester grade point average;
		(xxv)	"UG" shall mean Undergraduate;
	Note: 'He' & 'His' imply 'he'/'she' and 'his'/'her', respectively		
<b>Ordinances</b>	3	(1)	<p>The Institute shall offer such UG and IDD programmes and of such minimum duration as the Board may approve on the recommendation of the Senate either on its own or on the initiative of a Department/Acadernic Centre, and/or on the direction of the Board/Council/ Government of India.</p> <p>Provided that the UG Board shall recommend all such programmes.</p> <p>Provided further that an interdisciplinary programme may be proposed by a Department/Acadernic Centre or by a committee appointed by the Director for the consideration of the BUGS, the senate and the Board.</p>
		(2)	The procedure for starting a new programme, temporarily suspending a programme or phasing out a programme shall be such as may be laid down in the regulations.
		(3)	The minimum entry qualifications for admission to UG and IDD programmes shall be such as may be laid down in the Regulations.



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	(4)	<p><i>A UG or an IDD student shall be required to earn a minimum number of credits through various curricular components like teaching/laboratory courses, Seminar, Project etc. at the Institute or at such other Institutions as have been approved by the Institute. For an IDD student, the Dissertation, Project and other similarly designated academic activities shall have to be undertaken under the guidance of a supervisor(s) from the Institute :</i></p> <p><i>Provided that an IDD student may be permitted by the DRC/CRC to carry out in full or part of his Dissertation outside the Institute. In such cases, an additional supervisor, from outside Organization/Institute if considered necessary, may be appointed by the DRC/CRC on the recommendation of the supervisor from the Institute;</i></p>
	(5)	<p><i>An undergraduate or an IDD student shall be required to complete all the requirements for the award of the Bachelor's degree or the integrated dual-degrees, viz. B. Tech. in parent discipline and M.Tech in a specialized sub-discipline of the parent discipline, as the case may be, within such period as may be specified in the Regulations, including those credits earned at such other institutions as have been recognized by the Institute for this purpose;</i></p>
	(6)	<p><i>The date of initial registration for the UG or IDD programme shall normally be the date on which the student formally registers for the first time. This date shall be construed as the date of joining the programmes for all intents and purposes.</i></p>

  
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	(7)	A student shall be required normally to attend every lecture, tutorial and practical class. However, for late registration, sickness or other such exigencies, absence may be allowed as provided for in the regulations.
	(8)	An undergraduate or an integrated dual-degree student may be granted such scholarship / studentship / assistantship / stipend, etc. and awarded such prizes and medals as may be specified in the regulations in accordance with the directions of the Government of India and/or the decision of the Council/ Board from time to time.
	(9)	The procedure for the admission of a student or a direct admission student to an undergraduate or an integrated dual-degree programme shall be such as may be specified in the regulations; the casual students may be allowed access to academic programmes in the manner provided under the regulations.
	(10)	In case all the reserved seats for SC/ST category are not filled even with relaxed admission norms, the students in this category who satisfies some minimum norms specified for this purpose, may be offered admission to one year preparatory programme; on successful completion, these students may be offered direct admission against the unfilled quota of seats as provided for, in the regulations.



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	(11)	The procedure for the withdrawal from an undergraduate <i>or an integrated dual-degree programme</i> , rejoining the programme, the award of grades and the SGPA/CGPA, the examination and all such matters as may be connected with the running of a UG <i>or a IDD</i> programme shall be such as may be specified in the regulations.
	(12)	The award of the UG degree <i>or the Integrated dual-degrees</i> to an eligible candidate shall be made in accordance with the procedure laid down in the regulations.
	(13)	A student admitted to the UG <i>or the IDD</i> programme shall abide by the "Standing Orders for Students" issued by the Institute from time to time. These standing orders shall deal with the discipline of the students in the Bhawans/Hostels, Departments/Academic Centres, the Institute premises and outside. The Standing Orders may also deal with such other matters as are considered necessary for the general conduct of the students, and co-curricular and extra-curricular activities. These Standing Orders shall be approved by the Director on the recommendation of the Dean of Students Welfare.
	(14)	Notwithstanding anything contained in the above Ordinances, no regulations shall be made in contravention of the decision of the Board/Council and/or the direction of the Government of India, in regard to the duration of the UG <i>or the IDD</i>



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			programme, the amount and number of scholarship/assistantship and the number of studentships and the procedure thereof. The regulations for the UG or the IDD programme shall be framed by the BUGS, which shall be considered and approved by the Senate.
		(15)	<i>In special circumstances, the Chairman of the Board may, on behalf of the Board, approve amendment, modification, insertion or deletion of an Ordinance(s), which in his opinion is necessary or expedient for the smooth running of a programme: Provided that all such changes shall be reported to the Board in its next meeting for approval.</i>



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**Appendix 'C'**  
**Item No.9.2.3**

**A. PRELIMINARY ESTIMATE FOR PROPER DISTRIBUTION OF  
ADDITIONAL LOAD 4000 KVA, ENHANCING THE CAPACITY OF  
EXISTING SUBSTATIONS AND CONSTRUCTION OF NEW  
SUBSTATIONS**

Sl. No	Description of Item	Quantity	Rate	Unit	Amount
1.	SITC of 11 KV /433 volt 3 phase, 50 Hz, Oil type transformer a. 800 KVA rating b. 630 KVA rating c. 500 KVA rating	3 nos. 5 nos. 2 nos.	5.26 lacs 4.73 lacs 4.06 lacs	Each Each Each	15.78 lacs 23.65 lacs 8.12 lacs
2.	SITC of extensible local t/f control RMU having a. 5 function b. 4 function c. 3 function	2 nos. 6 nos. 1 nos.	13.62 lacs 10.83 lacs 7.35 lacs	Each Each Each	27.24 lacs 64.98 lacs 7.35 lacs
3.	Supply and laying of HT, 11 KV, XPLE, 3 x 185 sq mm cable	5300 mt.	0.01 lacs	Per mt.	53.00 lacs
4.	Supply and fixing cable jointing kits	69 nos.	0.07 lacs	Each	4.83 lacs
5.	Earthing with copper earth plate	36 nos.	0.08 lacs	Each	2.88 lacs
6.	G.I. Earthing	58 nos.	0.02 lacs	Each	1.16 lacs
7.	Building Cost	450 sq. mt.	0.04 lacs	Per sq. mt.	18.00 lacs
8.	SITC of LT ACB a. 1600 amp b. 1000 amp c. 800 amp d. 630 amp	6 nos. 12 nos. 6 nos. 2 nos.	1.46 lacs 1.20 lacs 1.14 lacs 0.45 lacs	Each Each Each Each	8.76 lacs 14.40 lacs 6.84 lacs 0.90 lacs
9.	SITC of LT MCCB 400 amp	30 nos.	0.23 lacs	Per job	6.9 lacs



10.	SITC of LT Panels	50 cub. mt.	0.20 lacs	Per cub mt	10.00 lacs
11.	SITC of Capacitors bank in KVAR	785 KVAR	0.014 lacs	Per KVAR	11.00 lacs
12.	Supplying and laying of LT Cables				
	a. 3 x ½, 300 sq mm	3200 mt.	0.008 lacs	Per mt.	25.60 lacs
	b. 3 x ½, 240 sq mm	6200 mt.	0.00675 lacs	Per mt.	41.85 lacs
	c. 3 x ½, 185 sq mm	400 mt.		Per mt.	2.12 lacs
	d. 3 x ½, 120 sq mm	300 mt.	0.0053 lacs	Per mt.	1.14 lacs
	e. 3 x ½, 95 sq mm	200 mt.	0.0038 lacs	Per mt.	0.64 lacs
	f. 3 x ½, 70 sq mm	300 mt.	0.0032 lacs	Per mt.	0.78 lacs
			0.0026 lacs		
13.	SITC of LT feeder pillars	16 nos.	0.10 lacs	Per job	1.6 lacs
14.	Misc. items like GI pipe, jointing kits.	9 jobs	0.5 lacs	LS	4.5 lacs
15.	Safety materials and tool & plants	9 jobs	0.75 lacs	LS	6.75 lacs
				Total Cost	370.77 lacs

**Say Rs. 370.00 lacs**



5 JUL 2004

**MINUTES OF THE COMMITTEE CONSTITUTED TO CONSIDER THE REVISION OF RANGES OF EMOLUMENTS (FIXED BASIS) FOR DIFFERENT CATEGORIES OF 'Y' POOL CONTRACT WORKERS.**

The committee held on 19.5.2004 at 5.00 pm in the Chamber of Dean(SRIC) to consider the revision the ranges of emoluments(fixed basis) for different categories of 'Y' pool contract workers on the basis of increase in dearness allowance during 2003-2004. The committee recommends the under mentioned range of emoluments for the following 11 categories of 'Y' pool contract workers with the proviso that there would be no change in the present designations and qualifications in the respective categories. The following attended the meeting:

1. Prof. J.S. Saini (SRIC) -Chairman
2. Prof. V.K. Gupta -Member
3. Prof. Ravi Bhushan -Member
4. Registrar -Member
5. Dy. Registrar(Admn B) -Member

Sl. No.	Name of Position	Present Range of Emoluments(fixed) From 1.4.2003	Increase allowed at the minimum of the range from 1.4.2004	Revised Range of Emoluments(fixed) from 1.4.2004	Qualification and Experience approved by the B.O.G.
1.	Helper	Rs. 3050-3350	Rs. 200/-	Rs. 3250-3550	8 <sup>th</sup> Pass.
2.	Skilled Worker 'A'	Rs. 3250-3550	Rs. 200/-	Rs. 3450-3750	8 <sup>th</sup> Pass+one Year relevant technical experience,
3.	Skilled Worker 'B'	Rs. 3750-4050	Rs. 250/-	Rs. 4000-4300	ITI/High school & one Year relevant experience.
4.	Field Asstt	Rs. 3850-4150	Rs. 250/-	Rs. 4100-4400	High school/ITI&Two years experience in relevant field.
5.	Technical Asstt 'A'	Rs. 4250-4550	Rs. 275/-	Rs. 4525-4825	Inter Science/ITI&Two years experience in relevant field.
6.	Ministerial Asstt 'A'	Rs. 4250-4550	Rs. 275/-	Rs. 4525-4825	Inter& Two years experience in handling office work. Or High School & ten years experience in handling office work.
7.	Technical Asstt 'B'	Rs. 4850-5150	Rs. 300/-	Rs. 5150-5450	B.sc/Three years Diploma in relevant field. Or Inter Science/ITI with ten years experience.

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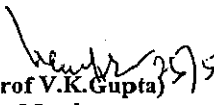
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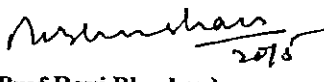
8.	Ministerial Asstt 'B'	Rs. 4900-5200	Rs. 325/-	5225-5525 Rs. 4875-5525	Graduate. Or Inter & ten years experience in handling office work.
9.	P.C. Operator	Rs. 4950-5250 Rs. 5850-6150 Rs. 7250-7550	Rs. 325/- Rs. 375/- Rs. 450/-	Rs. 5275-5575 Rs. 6225-6525 Rs. 7700-8000	Three years Diploma in relevant field/Graduate and one year working experience on pc/Main Frame in an organization of repute subject to passing department.
10.	Technical Asstt 'C'	Rs. 5850-6150	Rs. 375/-	Rs. 6225-6525	B.sc/Three years Diploma in relevant field & 4 years experience.
11.	Project Technician	Rs. 7750-8050	Rs. 475/-	Rs. 8225-8525	B.sc/Three years Diploma in relevant field & 7 years experience.

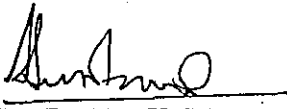
These emoluments will be effective from 1.4.2004.

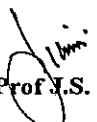
The present designations and the aforementioned emoluments will not be changed or upwardly revised under any circumstances.

  
(Prashant Garg)  
Member

  
(Prof V.K. Gupta)  
Member

  
(Prof Ravi Bhushan)  
Member

  
(Lt. Col. (Retd.) A.K. Srivastava)  
Member

  
(Prof J.S. Saini)  
Chairman



5 JUL 2004



ESTIMATE FOR PROPOSED EXTENSION OF BIOTECHNOLOGY  
DEPARTMENT BUILDING AT SECOND FLOOR INCLUDING STAIR CASE.

Sl. No.	Name of Item	Plinth Area	Cost of const. per sq.mt. (Plinth area rate)	Estimated Cost (Rs. in lacs)
1.	Extension of Biotechnology Department Building at Second Floor including Stair Case	320 m <sup>2</sup>	4550.00 per m <sup>2</sup>	14,56,000.00
			3% contingencies	43,680.00
			<b>Total</b>	<b>14,99,680.00</b>

Say Rs. 15.00 lacs

  
INSTITUTE ENGINEER



5 JUL 2004

**INDIAN INSTITUTES OF TECHNOLOGY, Delhi**  
**Modified Assured Career Progression Scheme for**  
**Non-Academic Staff (B, C&D Groups)**

**1. INTRODUCTION**

**1.1 Preamble**

The IIT system had operated in the immediate past, a scheme called, "Recruitment & Career Development Scheme" (R&CDS) for B, C and D Groups of Non-Academic Staff. This scheme had to be discontinued with effect from 01.05.1998 when the V<sup>th</sup> Central Pay Commission pay-scales were extended to all IITs. The Central Government on 09.08.1999 gave an Assured Career Progression (ACP) Scheme to its employees.

Keeping in view the difficulties in implementing the ACP in IITs because of the peculiar system of cadre management and considering that more liberal career advancement schemes exist in other similarly placed institutions; the IIT Council approved a **Modified Assured Career Progression Scheme (MACPS)** for IITs.

A committee of IIT Deputy Directors was constituted by IIT Directors to work out the modalities of implementation, in the

light of IIT Council decision, a detailed career advancement scheme (the present MACPS) for support staff in IITs.

### **1.2 Objectives**

As decided by the IIT Council, the specific objective of the MACPS is to provide to the staff, avenues of career development – in relation to the ACP Scheme given by the Central Government in August 1999 - after ten and 20 years. Benefit under the MACPS shall be available to a staff member who has not received two ~~selections~~ / promotions through any of the previous schemes.

### **1.3 Title**

This scheme shall be called, The Indian Institutes of Technology's Modified Assured Career Progression Scheme for Non-Academic Staff of Groups B, C & D (hereinafter called, MACPS).

### **1.4 Effective Date**

To have a seamless continuity after the termination of the earlier R&CDS on 30.4.1998, the MACPS will be effective from 1.5.1998.

### **1.5 Supersession**

This MACPS supersedes all the previous career development schemes.



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## 2. DEFINITIONS

(a) **Recruitment:**

Recruitment means employing people by following the open advertisement process against substantive vacancies.

(b) **Selection:**

Selection means financial upgradation to a higher / Promotion post by following the evaluation procedure as prescribed under the MACPS applicable to the employees of the Institute.

(c) **Group:**

Group means a set of different posts identified as such on the basis of scales-of-pay for the purpose of this scheme only.

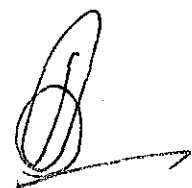
(d) **Cadre:**

Cadre consists of a hierarchy of posts with the same or similar job responsibilities.

(f) **Ladder:**

Ladder is a scale-wise and Designation-wise career development path applicable to each cadre.

(g) **Post:**



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Post means a substantive post with a specified time scale-of-pay and designation.

(h) He/His: ]


Shall also imply she/her

**(i) Placement:**

Placement means financial upgradation given to an individual or a group due to any anomaly or recommendation of any committee approved by the Director of the Institute/ All IIT Director/ BOC of respective Institute or change over of promotion policy or Pay commission's recommendations.

### 3. STRUCTURE OF POSTS

- 3.1 The entire non-academic staff of IITs is classified under four Groups, viz., A, B, C and D. This scheme applies to staff in Groups B, C and D only.
- 3.2 The above Groups represent a broad classification of staff based on job- responsibilities as well as qualification-compatible cadres.
- 3.3 Under each Group there will be a number of cadres, each cadre having a ladder seniority with three levels of posts.

  
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- 3.4 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 the Institute's work, lateral entry of candidates may be permitted for special needs in the technical/ministerial cadres at higher levels through the process of recruitment.

#### 4. SELECTION / PROMOTION

##### 4.1 Procedure and Criteria for Selection

###### (a) Procedure for Selection / Promotion

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

<u>Rating Scale</u>	<u>Score</u>
Outstanding	10
Very Good	08
Good	06
Average	04
Poor	02



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The distribution of marks will be as under:

(i) Job-related test*	:	30 marks
(ii) Interview	:	20 marks
(iii) CRs(during the qualifying Period)	:	50 marks
		-----
		100 marks
		-----

*\*For Group D category posts where written test is not possible, suitable trade test should be devised.*

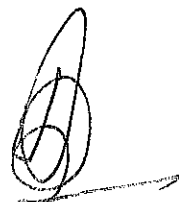
**(b) Criteria for Selection / Promotion:**

Staff members who obtain 60 or more marks in the aggregate of 100 marks and also have secured not less than 50% marks in the test (15 marks out of 30 marks in the test) will be eligible for Selection / Promotion

**4.2 Selection / Promotion**

**4.2.1** The staff should not have availed of two regular **selections** / promotion earlier in his cadre in any of the previous selection schemes through due process of Selection/ promotion / review. Other financial upgradation by way of placement etc., will not be counted as Selection / Promotion.

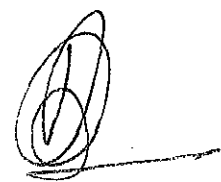
**4.2.2** Two financial upgradations, the first upgradation on completion of 10 years of regular service and the second one on completion of a total of 20 years of regular service, will be given based on Selection



/ promotion, except in cases covered under 5.4. Regular service means that the employee should have served for atleast 10 years in the same scale and designation (except when these have been changed due to placements / replacement scales and mapping respectively).

**4.2.3** Financial upgradation from one group scale to another group scale is allowed under MACPS. Though normally recruitment will be made at the entry level post of each group, however, if a person is recruited through open selection at the middle level of a group C post, then he will be eligible for two more **selections** / promotions; one to the third level post of group C and second to the corresponding entry level post of group B with a suffix (P) indicating as personal to him. Similarly, if a person joins at the middle middle level of a group B post, then on a second selection, he will be given a scale of group A, i.e. Rs. 8000-13500 with suitable designation such as Senior Section Officer, Senior Technical Officer, etc. However, such persons could be asked to perform the duties of the post to which they were initially recruited. An employee will be eligible for the second upgradation on completion of 10 years of regular service from the date of his / her first selection.

**4.2.4** If a staff fails in the first attempt, he will be allowed two more attempts after a lapse of one year in each attempt. No further opportunity will be given to him to qualify for selection thereafter in his career.



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4.2.5 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</u>
(1) Censure	One year
(2) Recovery of losses	One year
(3) Stoppage of increments	Duration of the period for which the increment is stopped provided that if the stoppage of the increment is cumulative, then the period shall not exceed two years.
(4) Demotion to a lower grade or post or to a lower stage in a time scale	For the duration of penalty

4.2.6 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 from due date, only if he is completely exonerated of the charges. If not, provision of para (4.2.5) will be applicable. The period of penalty and any period of *dies non* will not count towards consideration of the eligibility period required at any stage of the Selection/ Promotion process.



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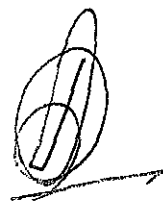
4.2.7 While an employee will get a maximum of three opportunities of Selection to get the designation after completing regular service of 10, 11, or 12 years for the first **selection** /Promotion and corresponding number of years for the second **selection**/ promotion, the period of penalty and any period of *dies non* will not count towards consideration of the eligibility period required at any stage of the selection process. Employees who have not been selected even after three opportunities would not get any more opportunities for selection in his career.

4.2.8 Before implementation of the MACPS all the existing staff members will be mapped as per the designations of the MACPS.

4.2.9 The process of Selection will be carried out twice in a year. The benefits to a selected employee who completes the required duration, will, however, be given with effect from the first of the following month he completes the required duration.

## 5. SELECTIONS / PROMOTIONS – FOCAL POINTS

5.1 The number of Selections/Promotions that a staff member has availed of under any of the previous selection / **promotion** schemes in operation in IITs, prior to the commencement of MACPS, same will be counted for applying the limits for two Selections/Promotions that a staff member is eligible for.



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5.2 If a staff member reaches the top of his scale, he will be entitled to stagnation increment as per rules.

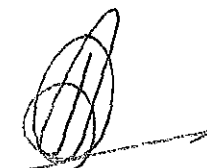
5.3 Upgradation for Unskilled Group D Staff:

The first financial upgradation will be given to unskilled Group 'D' staff on completion of three years of regular service and appropriate training, to be devised and conducted by the Institute, to adjust their scale to that of semi-skilled Group-D staff. This shall be in the nature of a "fitment" rather than a financial upgradation. Thus, a Group D employee, employed as an unskilled employee, will move from a scale of Rs. 2550 – 3200, to a scale of Rs. 2650-4000 after 3 years of regular service. After this, the unskilled Group 'D' staff will be allowed two more selections at the end of 10 years and 20 years. ~~The above mentioned fitment will be applicable to the staff appointed after 30 April 1998.~~

5.4 If a staff member gets recruited to any higher post (middle / entry level) by way of open merit selection, he will be eligible for two more selections; his earlier selections will not be counted for applying the limits of two selections, as set out in Clause 4.2.2

5.5 For IITs that were not covered under earlier Career Development Scheme of IITs, the following clause shall apply:

If an employee has already got one regular Selection, he shall qualify for the second financial upgradation only on completion of 20 years of total regular service under the MACPS. In case an employee has already received two prior financial upgradations on regular basis, no benefit under the MACPS shall accrue to him.



- 5.6 The financial upgradations under the MACPS shall be purely personal to the employees shall have no relevance to the seniority position. As such, there shall be no additional financial upgradation for the senior employee on the ground that the junior employee has got higher pay scale under the MACPS.

## **6. DATE OF IMPLEMENTATION**

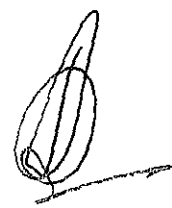
The scheme shall take effect from 1<sup>st</sup> May, 1998.

## **7. OTHER MODALITIES/CONDITIONS**

- 7.1 The standard Salary Fixation Rules should be followed uniformly by all IITs.

- 7.2 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 done as per the reservation policy/procedure laid down by the respective BOGs from time to time.

- 7.3 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.



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**8. GROUPS, CADRES, LADDERS & POSTS**

The details of Groups, Cadres, Ladders and Posts for Selection/Promotion are given at Annexure-1.

**9. QUALIFICATION & EXPERIENCE AT ENTRY LEVEL POSTS**

The details of Qualifications and Experience at Entry Level Posts are given at Annexure -II.

**10. INTERPRETATION OF RULES**

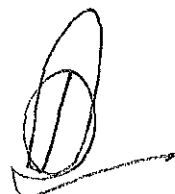
Any doubt or dispute arising out of an interpretation of these rules shall be referred to the Group of Directors for decision and appropriate action.

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**Clarification on certain issues likely to arise during implementation of Modified ACP Scheme (MACPS)**

Sr. No	Issues	Clarifications
1.	How to determine the eligibility for assessment of an employee who had earlier appeared for assessment test/interview under R&CDS once or twice but failed and had thus one or two chances left for assessment under R&CDS	Such cases are to be dealt afresh as per the eligibility criteria under MACPS
2.	How to deal with a case where an employee failed to qualify the assessment test/interview under R&CDS and thus became ineligible forever.	Such cases will be given one chance. If they get cleared, second promotion/selection will be as per rules.
3.	How to deal with such cases where the date of eligibility for assessment under R&CDS for a certain number of employees had been postponed due to imposition of penalty and R&CDS came to close before the assessment could take place.	In such cases, the eligibility may be decided afresh as per eligibility criteria laid down under MACPS.
4.	MACPS comes into effect from May 01, 1998, and thus there is a backlog of five years. If the assessment exercise is conducted once every year then the backlog will persist for a long time. How to go about this ?	For the purpose of assessment under MACPS, assessment exercise could be initiated for eligible employees simultaneously for the years 1998 and onwards up to 2003. Subsequently opportunities may be offered to left-out cases, say after six months, instead of one year as envisaged in MACPS.
5.	How to determine the eligibility of staff who have already got anomaly/other placements in higher scales and reached the highest of the ladder?	May be considered for financial upgradation as per Council decision.
6.	What will be the designation of a mid-level entry staff in Group 'B' after getting his second Selection/Promotion?	No higher group entry level post designation.



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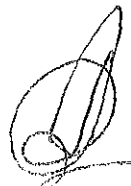
## Annexure - I

**GROUPS, CADRES, LADDERS AND POSTS FOR SELECTION/ ROMOTION****Group D**

	Entry Level	Ladder of Selection	
		1	2
1	Group D (unskilled) Helper Gr.II/ Cleaner Gr.II 2550-3200  Unskilled — 10 <sup>th</sup> — pass with 1 year experience	Helper Gr. I/Cleaner Gr.I 3050-4590	Sr.Helper / Sr.Cleaner 4000-6000
2	Group D (Semi-skilled) Attendant Gr.II 2610-3540 2650-4000  Semi-skilled — 10 <sup>th</sup> — pass with 1 year experience	Attendant Gr.I 3050-4590	Sr.Attendant 4000-6000

**Group 'C' Posts**

1	LDC 3050-4590 3200-4900	UDC 4000-6000 4500-7000	Assistant (P) 5000-8000 5500-9000
2	Mechanic / Lab Asstt. 3050-4590 3200-4900	Sr. Mechanic/ Sr. Lab. Asstt. 4000-6000 4500-7000	Technical Assistant (P) 5000-8000 5500-9000
3	Key Punch Operator 3200-4900	Key Punch Operator Gr.I 4500-7000	Sr. Key Punch Operator 5500-9000
4	Midwife 3050-4590	Midwife Gr.I 4000-6000	Sr. Midwife 5000-8000
5	Works Assistant 3050-4590 3200-4900	Sub-Overseer 4000-6000 4500-7000	Jr. Engineer (P) 5000-8000 5500-9000
6	Telephone Operator 3050-4590 3200-4900	Telephone Oprr. Gr.I 4000-6000 4500-7000	Technical Assistant (P) 5000-8000 5500-9000
7	Security Inspector 3050-4590	Sr.Security Inspector 4000-6000	Asstt. Security Officer (P) 5000-8000



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	3200-4900	4500-7000	5500-9000
8	Driver /Conductor 3050-4590 3200-4900	Driver Gr.I /Conductor Gr.I 4000-6000 4500-7000	Sr. Driver/Sr. Conductor 5000-8000 5500-9000
9	Asstt. Caretaker / Catering Asstt. 3050-4590	Caretaker Gr.I /Cat. Asstt. Gr.I 4000-6000	Sr. Caretaker/Sr. Cat. Asstt. 5000-8000
10	Gest. Operator 3050-4590	Gest Operator Gr.I 4000-6000	Sr. Gest Operator 5000-8000

**Group C/B Post**

1	Stenographer 4000-6000	Stenographer Gr. I 5000-8000	Sr.Stenographer 5500-9000
2	Teacher(Nursery/Primary) 4000-6000 4500-7000	Teacher(Nursery/Primary) Gr.I 5000-8000 5500-9000	Sr. Teacher(Nursery/Primary) 5500-9000 6500-10500
3	Draughtsman 4000-6000	Draughtsman Gr.I 5000-8000	Sr. Draughtsman 5500-9000
4	Proof Reader 4000-6000	Proof Reader Gr.I 5000-8000	Sr.Proof Reader 5500-9000
5	Nurse 4500-7000	Nurse Gr.I 5500-9000	Sr. Nurse 6500-10500
6	Pharmacist 4500-7000	Pharmacist Gr.I 5500-9000	Sr. Pharmacist 6500-10500
7	Professional Assistant 4500-7000	Prof. Assistant Gr.I 5500-9000	Sr. Prof. Assistant 6500-10500


**Group 'B' Posts**

1	Assistant 5000-8000 5500-9000	Superintendent 5500-9000 6500-10500	Section Officer 6500-10500 7500-12000
2	Secretary 5000-8000 5500-9000	Secretary Gr.I 5500-9000 6500-10500	Sr.Secretary 6500-10500 7500-12000
3	Technical Assistant 5000-8000* 5500-9000	Sr. Technical Assistant 5500-9000 6500-10500	Technical Officer 6500-10500 7500-12000
4	Asstt. Foreman	Foreman	Technical Officer



	5000-8000* 5500-9000	5500-9000 6500-10500	6500-10500 7500-12000
5	Data Processor 5000-8000	Data Processor Gr.I 5500-9000	Sr. Data Processor 6500-10500
6	Sanitary Inspector 5000-8000*	Sani. Inspector Gr.I 5500-9000	Sr. Sani. Inspector 6500-10500
7	Asstt. Security Officer 5000-8000	Asstt. Security Officer Gr.I 5500-9000	Dy. Security Officer 6500-10500
8	Caretaker Cum Manager 5000-8000	Caretaker cum Manager Gr.I 5500-9000	Sr. Caretaker cum Manager 6500-10500
9.	Catering Manager 5000-8000	Catering Manager Gr.I 5500-9000	Sr. Catering Manager 6500-10500
10	PTI 5000-8000	PTI Gr.I 5500-9000	Sr. PTI 6500-10500
11	Asstt. Editor 5000-8000	Asstt. Editor Gr.I 5500-9000	Sr. Asstt. Editor 6500-10500
12	Jr. Engineer 5000-8000*	Jr. Engineer Gr.I 5500-9000	Assistant Engineer (P) 6500-10500
13	J.E. (Hort.) 5000-8000	J.E.(Hort.) Gr.I 5500-9000	Asstt. Engineer (Hort.) (P) 6500-10500
14	Incharge Teacher (KG) / Teacher (Sec.) 5000-8000	Incharge Teacher (KG) Gr.I/ Teacher (Sec.) Gr. I 5500-9000	Sr. Incharge Teacher (KG)/ Sr. Teacher (Sec.) 6500-10500
15	PG Teacher/ Headmistress 5500-9000	PG Teacher Gr.I / Headmistress Gr.I 6500-10500	Sr. PG Teacher / Sr. Headmistress 7500-12000

\* Ministry of HRD had recommended lower scale of Rs.4500-7000 under V PC for new recruits, however to maintain uniformity in a group, pay scale of Rs.5000-8000 is recommended.



5 JUL 2004

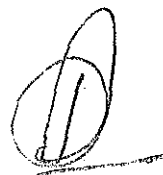
## Annexure - II

**QUALIFICATION & EXPERIENCE AT ENTRY LEVEL POST****I. GROUP D POSTS**

- |   |                                     |   |
|---|-------------------------------------|---|
| 1 | Group D (Unskilled)<br>2550-3200    | 10 <sup>th</sup> Standard   |
| 2 | Group D (Semi-skilled)<br>2650-4000 | 10+2 Standard pass with one year of<br><b>relevant experience</b> |

**II GROUP C POSTS**

- |    |  |  |
|----|--|--|
| a) | Administration<br>1 L.D.C.<br>3050-4590  | Bachelor's degree, with a computer key<br>depression speed of 40 wpm.  |
| b) | Lab./Workshop<br>2. Lab. Assistant<br>3200-4900  | B.Sc. Degree in appropriate field / Diploma in<br>B.Sc. in Engg. of 3 years duration in<br>appropriate field   |
| c) | <u>Health Centre</u><br><br>3. Lab. Assistant (Health)<br>3200-4900<br><br>4. Technician (Hyg.)<br>3200-4900<br><br>5. Midwife Gr. II (Qualified)<br>3050-4590 | B.Sc. Degree in appropriate field / Diploma in<br>B.Sc. in Engg. of 3 years duration in<br>appropriate field<br><br>As for Lab. Asstt. (Health)<br><br>Higher Secondary (12 <sup>th</sup> class) pass and 'B'<br>grade Nursing certificate and registration<br>with Nursing Council with one year of<br>relevant experience. |
| d) | <u>Library</u><br><br>6. Mechanic (Binding)<br>3200-4900   | B.Sc. degree in appropriate field/Diploma in<br>Engg. of three year duration of appropriate<br>field.  |



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e) Institute Works

- |   |  |
|---|--|
| 7. Works Asstt.<br>3200-4900              | Diploma in Civil Engg. of 3 years duration   |
| 8. Mechanic (Maint./Constr.)<br>3200-4900 | B.Sc. degree/Diploma in Engg. of 3 years duration of<br>Appropriate field.   |
| 9. Horticulture Asstt.<br>3200-4900       | Bachelor's degree in Botany  |
| 10. Sanitary Asstt.<br>3200-4900          | Bachelor's degree in Science   |
| 11 Telephone Operator Gr.<br>3050-4590    | Bachelor's degree with some knowledge of<br>digital PABX & PC with proficiency in<br>speaking English & Hindi sand local language<br>and capable of general inquiry and message<br>handling. |

f) Watch & Ward

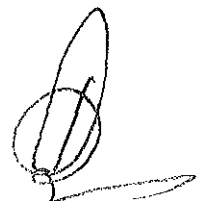
- |                                    |   |
|------------------------------------|---|
| 12 Security Inspector<br>3050-4590 | Bachelor's Degree. Must have active habits<br>and physique with 6 years of experience in<br>security watch and ward. Ex-service<br>personnel with armed license will be<br>preferred. |
|------------------------------------|---|

g) Transport

- |                              |   |
|------------------------------|---|
| 13 Driver Gr.-I<br>3050-4590 | Sr. Secondary School (10+2) pass with<br>driving license Of both heavy and light duty<br>vehicles with 4 years of driving and<br>maintenance experience<br>OR<br>Sr. Secondary School (10+2) pass with ITI<br>course of 12 months duration with license for<br>both heavy & light duty vehicles with 3 years<br>of relevant experience. |
|------------------------------|---|

h) Guest House & Caretaking

- |                                      |   |
|--------------------------------------|---|
| 14 Steward/Asstt. Caretaker Catering | Bachelor's degree in Science or Arts or |
|--------------------------------------|---|



5 JUL 2002

Asstt.  
3050-4590

Commerce  
With one year relevant experience

i) Misc.

15 Lab. Asstt. (Dark Room)/Projection/ Sr. Secondary School (10+2) pass with 4  
Photography) years relevant experience  
3200-4900

### III Group C/B Posts

a) Administration

1 Stenographer  
4000-6000  
  
Information Assistant  
4000-6000

Bachelor's degree with minimum speed in  
shorthand of 80 wpm and minimum  
computer key depression speed of 40 wpm

b) School

Nursery Teacher  
4000-6000

Training Bachelor's degree with minimum  
second class with Certificate in Nursery  
Teacher

### IV GROUP B POSTS Administration

1 a Assistant (General)  
5000-8000

Master's degree with 2 years of experience  
**OR**  
Bachelor's degree with 5 years experience as  
UDC or  
Equivalent post / scale / position.

2 Assistant (Accts/Audit/Cash)  
5000-8000

Master's degree preferably in Commerce  
with 2 years experience as UDC or equivalent  
post/scale

3. Secretary Gr.I  
5000-8000

Master's degree with minimum speed of 100 wpm in shorthand & computer key depression speed of 40 wpm

OR

Bachelor's degree with minimum speed of 100 wpm in shorthand & computer key depression speed of 40 wpm & 2 years experience as Stenographer

OR

Bachelor's degree with professional diploma/certificate in secretarial practice with one year of relevant experience.

b) **Laboratory Workshop**

- Technical Asstt.  
5000-8000

Master's degree in Science with one year of relevant experience OR

Bachelor's degree in Engineering OR

Bachelor's degree in Science with 4 years as Sr. Mech. or equivalent OR

Diploma in Engg. in appropriate field with 4 years experience as Sr. Mechanic or equivalent

- 5 Asstt. Foreman  
5000-8000

As above

c) **Health Centre**

- 6 Tech.  
(Hyg./Dental/Radiology)  
5000-8000

Asstt. Master's degree in Science with one year of **Relevant experience.** OR

Bachelor's degree in Science with 4 years of relevant experience OR

Diploma in Engg. in appropriate field of 3 years duration with 4 years experience as sr. Mechanic or equivalent.

- 7 Nurse/Lady Health Visitor

B.Sc. Nursing or Diploma with 2 years of relevant experience.

- 8 Pharmacist

B.Pharm or Diploma in Pharmacy and

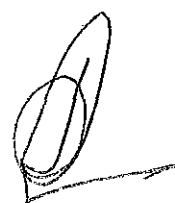
- 1320-2300 registration from Pharmacy Council with 3 years of relevant experience.
- d) **Institute Works**
- Jr. Engineer (Gr-II)  
5000-8000 B.E./B.Tech OR Diploma in appropriate field of Engg. of 3 years duration with 3 years of relevant experience.
- 11 Jr. Engr (Hort)  
Hort. Asstt. (Gr-II)  
5000-8000 Master's degree in Botany with one year of relevant Experience  
OR  
Bachelor's degree in Botany with 3 years of relevant experience
- 12 Sanitary Inspector (Gr-II)  
5000-8000 Bachelor's degree in Science with diploma in Public Health & Sanitation
- 13 Tech. Asstt. (Telephones) As for Tech. Asstt. b (5)
- e) **Watch/Ward**
- 14 Asstt. Security Officer (Gr-II)  
5000-8000 1) Bachelor's degree in Arts/Science/Commerce  
2) Should have Military or NCC & Fire Fighting training  
3) Able to ride motor cycle and handle fire arms & having sound health and active habits
- f) **Guest House/Caretaking**
- 15 Caretaker-cum-Manager (Gr-II)  
5000-8000 Bachelor's degree with 3 years of relevant experience
- 16 Catering Manager (Gr-II)  
5000-8000 Same as above
- g) **Physical Training**
- 17 PTI (Gr-II)  
5000-8000 Master's degree in Physical Education with one year of relevant experience OR  
Bachelor's degree in Physical Education with 3 years of relevant experience.

- (h) Misc.
- |    |  |   |
|----|--|---|
| 18 | Tech. Asstt. (Dark Room / Alphacom)<br>5000-8000 |   |
| 19 | Tech. asstt. (Transalation)<br>5000-8000         | Master's degree of a recognized university in Hindi with English as a subject at the degree level or Master's degree in English in Hindi as a subject at the degree level with one year experience.                         |
| 20 | Asstt. Editor (Gr-II)                            |   |
| 21 | Fire Inspector<br>5000-8000                      | Bachelor's degree / Sr. Secondary School pass with certificate of sub-officer course from National Fire Service College, Nagpur or equivalent with 2 years experience in Govt. / govt. undertaking of regular fire service. |
| 22 | Tech. Asstt. (D/man)<br>5000-8000                | AMIE / Degree in Eng. / M.Sc. or Diploma in Engg. With two years experience in Draftmanship.  |
| 23 | Tech. Asstt. (Library)<br>5000-8000              | Bachelor's degree plus Degree in Library Science with minimum two years experience.   |

## NOTE:

- I Each IIT has a few designations at present which do not get reflected in this document  
It is recommended that such designations be phased out in due course of time.  
Any fresh recruitment in these trades / areas may only be made in any one of the generic designations contained in this document, appropriate to the nature of job.
- II ~~If III Certificates of 12 month duration is not available in any of the it is for a trade, then a corresponding certificate from a recognized institution of lesser duration may be accepted for that trade.~~
- III Each IIT may add desirable qualifications over and above the minimum qualifications, depending upon their needs.
- IV Experience in all case will mean relevant experience.

\*\*\*\*\*



15 JUL 2004

INDIAN INSTITUTE OF TECHNOLOGY  
ROORKEEIndian Institute of Technology  
Dy. No. 1124 Date 22/4/04  
Signature

**Subject:** To consider approval of the panel for one outside expert member for the Screening Committee to judge the Research Technician and Refrigeration Supervisor for the personal scale of Rs. 8000-13500 with designation of Technical Officer.

*The Board vide Resolution No. BG/05/2004 had resolved that "the under-mentioned Screening Committee to judge such Research Technician and Refrigeration Supervisor who have appropriate qualification and experience for giving them the personal scale of Rs. 8000-13500 with the designation of Technical Officer be approved:*

- |    |  |          |
|----|--|----------|
| 1. | Director   | Chairman |
| 2. | Head of the Department concerned   | Member   |
| 3. | Senior most member of the Department other than HOD                          | Member   |
| 4. | One Expert member from outside the Institute from the panel given by the HOD | Member   |
| 5. | One person from SC/ST and OBC as the case may be                             | Member   |

**FURTHER RESOLVED THAT** the Head of the Department may select a panel of 03 names from the approved list of Board/Senate Nominees for faculty selections for Sl.No. 4: One expert from outside the Institute. The same be approved by the Chairman on behalf of the Board".

In compliance of the above decision of the Board, the names proposed by the Head of the concerned departments out of the approved list of the Board/Senate Nominees for faculty selections are given in the attached list placed at Annexure-I.

In view of the above, the Chairman, BOG is requested to accord the approval to use the name of experts mentioned in the attached list for the purpose of Screening Committee

*Prem Vrat*  
(PREM VRAT)  
DIRECTOR

Dr. S.K.Joshi  
Chairman, Board of Governors  
I.I.T. Roorkee- 247667

U.O.No.IITR/Estt(B)/BOG/2004/E-5300(T.O.)/12

Dated April 20, 2004

*I approve the panel of 3 names given in the enclosed sheets.*

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Page 6

4/15/2004

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29 APR 2004



ANNEXURE-I

**List of Board/Senate Nominee proposed by concerned Head of the departments for the Screening Committee to ad-judge the Research Technicians for the personal pay scale of Rs. 8000-13500 with designation Technical Officer.**

Department of Metallurgical and Materials Engg.


1. Dr. Brahm Deo, Professor  
M.M.E.D., I.I.T. Kanpur  
KANPUR-208016
2. Dr. S.K.Roy, Professor  
M.M.E.D., I.I.T. Kharagpur  
KHARAGPUR-731302
3. Dr. S.N.Malhotra, Professor  
M.M.E.D., I.I.T. Bombay  
Bombay-400076

Department of Chemical Engg.

1. Dr. S.J.Chopra, Executive Director  
Centre for High Technology  
Ministry of Petroleum & Natural Gas,  
Scope Complex, Lodhi Road,  
NEW DELHI- 110003
2. Dr. B.R.Maiti, Professor  
Chemical Engg. Deptt.  
I.I.T. Kharagpur  
WEST BENGAL-721302
3. Dr. K.D.P.Nigam, Professor  
Chemical Engg. Deptt.  
I.I.T. Delhi, Hauz Khas  
NEW DELHI- 110016

Department of Mathematics

1. Prof. Karmeshu  
School of Computer & System Sciences,  
Jawaharlal Nehru University  
NEW DELHI
2. Prof. R.K.jain  
Department of Mathematics  
I.I.T Delhi  
NEW DELHI
3. Prof. H.P.Dikshit  
Vice Chancellor  
I.G.N.O.U.  
NEW DELHI

  
5 JUL 2004

Department of Institute Instrument Centre

1. Prof. S.D. Phadke  
Director, WRIC  
University of Mumbai
2. Prof. H.C. Jain  
Department of Nuclear & Atomic Physics  
TIFR, Colaba  
Mumbai
3. Prof. S.C. Agarwal  
Department of Physics  
I.I.T. Kanpur  
KANPUR- 208016

Department of Mechanical & Industrial Engg.

1. Dr. S. Wadhwa, Professor  
Mechanical Engg. Deptt.  
I.I.T. Delhi  
NEW DELHI
2. Dr. M.L. Munjal, Professor  
Mechanical Engg. Deptt.  
I.I.Sc. Bangalore  
BANGALORE
3. Dr. Keshav Kant, Professor  
Mechanical Engg. Deptt.  
I.I.T. Kanpur  
KANPUR-208016



5 JUL 2004

## MEMORANDUM OF UNDERSTANDING

between

VICTORIA UNIVERSITY OF TECHNOLOGY "Victoria University"

and

INDIAN INSTITUTE OF TECHNOLOGY ROORKEE

---

Indian Institute of Technology Roorkee and Victoria University of Technology ("Victoria University") have a common purpose in the development and dissemination of knowledge and the provision of service to their respective communities. These two institutions have decided that they will enter into a cooperative arrangement in order to better discharge their institutional objectives.

Both institutions will seek to enhance cooperation in the following areas:

**1.0 Institutional Cooperation and Support**

- 1.1 The two institutions will encourage cooperation in any discipline which is studied in both institutions.
- 1.2 The two institutions will seek to promote:
  - Exchanges of information and material
  - Student exchanges
  - Staff exchanges
  - Joint research
  - Joint service activity
- 1.3 Both institutions will endeavor to assist each other in the development of their educational services, community profile and international activities.

**2.0 Personnel Exchanges**

- 2.1 The two institutions will attempt to maintain parity with personnel exchange arrangements over the period of this Memorandum.
- 2.2 Under normal circumstances the exchange of students will be limited to two students per semester from each institution.
- 2.3 Unless otherwise decided the home institutions will be responsible for the selection of staff/students for exchange, all travel and visa arrangements and for arranging the payment of all costs associated with the exchange according to their individual policies.

- 2.4 Exchange staff/students will have the same rights and be subject to the same regulations as equivalent personnel in the host institutions.
- 2.5 Students on exchange will pay the appropriate tuition fees only to their home institution.
- 2.6 Where appropriate each institution will give full academic credit for the work of the other institution and provide appropriate records of all activity in a timely manner.
- 3.0 Other Activity**
- 3.1 Each institution will assign a person to be in charge of the implementation and maintenance of this Memorandum and to negotiate and manage any changes.
- 3.2 Each institution will endeavor to exchange in-house publications and other teaching and research material.
- 3.3 Both institutions will consider the development of joint proposals for the conduct of research, service or entrepreneurial activities.
- 3.4 Both institutions will endeavor to include the other institution's web-page as a hypertext link (or hot link) from their home page or from related sub pages.
- 4.0 Education Services for Overseas Students in Australia**
- 4.1 Australian *Education Services for Overseas Students Act 2000* (ESOS Act) regulates various activities considered in this Memorandum that relate to Australia. Both institutions will mutually assist and cooperate to ensure that the above mentioned activities comply with the requirements pertaining to Victoria University's 'registered provider' status under the ESOS Act. Those requirements include the terms of the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students (The ESOS Act and National Code of Practice are available at [www.dest.gov.au/esos](http://www.dest.gov.au/esos)).
- 4.2 Both institutions will mutually assist and cooperate to ensure that the activities considered in this Memorandum comply also with other applicable laws.
- Specific areas of consultation, exchange and projects shall be determined by mutual accord in writing within the framework of this document and attached as a schedule.
- 5.0 Commencement and Tenure**
- 5.1 This Memorandum will be effective for 3 years as from the date of signing. This Memorandum or its schedules may be amended by mutual decision in writing of both institutions to the Memorandum.
- Either institution may terminate this Memorandum by giving six months notice in writing to the other institution. Termination of the Memorandum is subject to finalisation of decided exchange activity.
- 5.2 This memorandum is non-binding in that it is not intended to create any legal obligations, and is subject to available funds and personnel and to the laws and regulations governing both institutions.



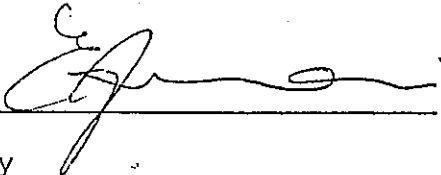
5 JUL 2004

6.0 IPR

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

- Nothing in this Memorandum shall be taken to create a contract.

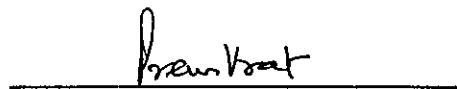
Signed for and on behalf of  
Victoria University of Technology,  
Melbourne



by  
Professor Elizabeth Harman  
Vice-Chancellor & President

Date: 23/12/03

Signed for and on behalf of  
Indian Institute of Technology Roorkee,  
Roorkee



by  
Professor Prem Vrat  
Director

Date: 14-02-04



5 JUL 2004

20-JAN-2004 17:07

FROM-DR SK JOSHI ROOM No 250 NPL NEW DELHI.

INDIAN INSTITUTE OF TECHNOLOGY  
ROORKEE**Appendix 'I'**  
**Item No.9.5.1(c)**Director's Office  
Indian Institute of Technology

Dy. Director

Date 24/1/04

Signature

**HONORARIUM FOR FACULTY ASSIGNED FOR WORK OF COMPUTERIZATION  
UGS/PGS&R SECTIONS AND GRADES, REGISTRATION.**

Presently the work related to the tabulation of grades/results for various Undergraduate courses is being done with the help Software Engineer and Tabulator appointed from amongst the faculty of the institute. They are paid remuneration for work and the annual expenditure on this work is Rs47,500/- as detailed below:

1. Payment to Software Engineer	Rs.12,500
2. Payment to Tabulators	Rs.35,000
<b>Total:</b>	<b>Rs.47500 (approx)</b>

A review of the present system was required and the matter was considered in a meeting of the Deans' Committee held on January 7, 2004. The Committee decided the following officers be appointed for computerizing the activities of UGS Section and also maintaining confidentiality.

- (a) Chairman, Grade & Registration  
(b) Vice-Chairman, Grade & Registration

The Committee further recommended that the Chairman & Vice-Chairman be paid honorarium @ applicable to Chief Wardens & Wardens respectively and a U.O. note sent to the Chairman, BOG for his kind approval.

The annual expenditure on payment of honorarium to the Chairman & Vice-Chairman would be as follows:

Chairman	1000 X 12	=	Rs. 12000
Vice Chairman	800 X 12	=	Rs. 9600
<b>Total:</b>			<b>Rs. 21600</b>

The present system has been an adhoc arrangement and the appointment of office bearers will not only help in regularizing the system but will have regular monitoring of the activities.

Your kind approval to the above proposal as recommended by the Deans' Committee is solicited.

The automation for PGS&R Section is also proposed to be done on the above line and your approval for appointing Chairman and Vice Chairman and making exactly similar payments is also requested.

*Prem Vra*  
(Prem Vra)  
DIRECTOR

Prof. S. K. Joshi,  
Chairman, Board of Governors  
I.I.T. ROORKEE

No: ACD (UGS)/ /Registration

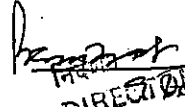
January 19, 2004

I approve the appointment of Chairman and Vice Chairman for UGS Section and also for PGS&R section. The honoraria recommended at A/c above are approved.

*S.K. Joshi*  
S.K. Joshi

5 JUL 2004

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**THE WATER RESOURCES UNIVERSITY – VIETNAM**  
**AND**  
**INDIAN INSTITUTE OF TECHNOLOGY – ROORKEE**  
**ROORKEE (INDIA)**

PIP/HOD:W&DTC  
for ms  
  
DIRECTOR



5 JUL 2004

**MEMORANDUM OF UNDERSTANDING (MoU)**  
*Between*  
**HANOI WATER RESOURCES UNIVERSITY (VIETNAM)**  
**AND**  
**INDIAN INSTITUTE OF TECHNOLOGY – ROORKEE, (INDIA)**

This Memorandum of Understanding (MoU) is signed on .....between the Hanoi Water Resources University – Vietnam and Indian Institute of Technology – Roorkee (India) through their respective Directors.

Under this MoU, both the institutes agree to cooperate with each other in working together for excellence, mutual benefits and growth. The Institutes may utilize the infrastructure facilities, expertise, faculty, labs, etc. on mutually agreeable terms and conditions. The Institutes agree to cooperate in the fields of

- i) **Water Sector :** Basin planning and management, Irrigation and drainage technology, Water disaster mitigation, Hydropower including small hydro development, Hydrology and environment, Water resources economics, Irrigation water management, Soil and water conservation.
- ii) **Computer Technology & Remote Sensing and GIS:** Development software applied in water technology, Remote sensing and GIS applied in water sector.
- iii) **Exchange experiences :** The exchange experiences on development of training curriculum as well as training and research management in the university will be apart of cooperative programme

**I OBJECTIVES**

- To cooperate with each other in working together for excellence, mutual benefits and growth in the area of Water Resources Development and Management.
- To optimally utilize the infrastructure facilities, faculty expertise, laboratory, computational facilities etc.
- To jointly organize short-term (less than one month mainly) training programmes both at IIT-Roorkee (India) and HWRU (Vietnam) at Post-graduate level.
- To jointly undertake consultancy assignments in the mutually identified areas.
- To inform and invite each other in workshops and conferences being organized by the Institutes related to Water Resources Development and Management

Contd...2



: 2 :

- To exchange at-least one delegation on annual basis to review cooperative programme between IIT-Roorkee and Hanoi Water Resources University
- To formulate scientific research project in Vietnam by HWRU / or both sides jointly.
- To organize suitable professional courses at IIT-Roorkee for staff of HWRU financially sponsored by Government of Vietnam, Government of India, recognized International Organizations and by the participating Institutes.

## **II RELATIONSHIP BETWEEN THE PARTIES**

- Neither IIT – Roorkee nor HWRU is or will be an agent or legal representative or partner of the other. Neither of them is or shall be responsible for the debts incurred by the other or bound by any contracts, or representations made by the other or any obligations undertaken by the other. Neither of them is or shall be an employee of franchise of the other nor does this MoU create a joint venture of any similar relationship between them.
- Neither party will make any representations pertaining to the other or its business or affairs without the prior written consent and approval of the other.

## **III CO-OPERATIVE MODES**

### **1) Short Training**

There is scope for both the Institutes to jointly organize short-term training programmes of less one month duration both at HWRU and IIT – Roorkee. The host Institute will provide all necessary infrastructures for conducting such programmes besides faculty inputs.

- Training shall be mainly focused on Post-graduate level
- Training programme will be sent in advance to specific Institute for selection of trainers and trainees
- Funds including travel, accommodation course fee etc. may be provided by Government of India, Government of Vietnam, recognized International Organizations and by the participating Institutes.

The course material shall be developed by the Institutes organizing the training. Some of the areas where training programmes may be considered are –

Contd....3..

: 3 :



5 JUL 2004

### Water Sector

- Basin planning and management
- Irrigation and Drainage technology including irrigation for paddy rice, industrial crops and irrigative saving water methods
- Water disaster mitigation
- Hydropower including small hydro development
- Hydrology and environment
- Irrigation water management
- Soil and water conservation
- Hydraulic network management
- Waste water treatment etc.

### *Computer Technology and Remote Sensing and GIS*

- Development software applied in water technology
- Remote sensing and GIS applied in water sector
- Transferring Technology under the rule of both countries

### *ii) P.G. Diploma, M. Tech and Ph.D degree programmes at IIT-Roorkee*

IIT – Roorkee has regular academic programmes in the departments of hydrology, Water Resources Development Training Centre. Staff of HWRU can be admitted to various post-graduate level academic programmes subject to regulations / ordinance of IIT – Roorkee.

Financial support can be provided by Government of India, Government of Vietnam recognized International Organizations and by the participating Institutes.

### *3) Research Collaboration and technology transfer*

IIT – Roorkee and HWRU – Vietnam can carryout collaborative scientific research projects in Vietnam.

Sponsored research projects can be jointly submitted by faculty of IIT-Roorkee and HWRU for optimal utilization of faculty, infrastructure and managing economy of scale. The scope of work in research project for each of the participating institute shall be identified in the research proposal. The project shall be coordinated by an identified team leader from HWRU.

Following areas can be taken up for collaborative research and technology transfer:

- i) Hydro structures, planning and design
- ii) Irrigation water supply and management

Contd....4..



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- iii) Water shed management, soil and water conservation
- iv) Basin hydrology, planning and management
- v) River engineering
- vi) Groundwater development
- vii) Hydro mechanical engineering
- viii) Hydropower including small hydro development
- ix) Construction technology
- x) Flood Forecasting
- xi) Remote sensing and GIS applications to water sector
- xii) Exchange experiences on training curriculum development, training management and training management staff

**iv) DURATION**

- This MoU shall be effective from the date of its ratification by competent authorities at both ends.
- The duration of the MoU shall normally be a period of five years from the effective date.
- Any clause or article of the MoU regarding duration may be modified or amended by mutual agreement of IIT-Roorkee (India) and HWRU – Vietnam.

**v) RENEWAL / EXTENSION / TERMINATION**

- During its tenancy, the MoU may be renewed / extended or terminated by a prior notice of not less than six months by either party. However, termination of MoU will not be in any manner affect the on going co-scientific research project and interest of the candidates who have been admitted to pursue a training and / or academic programmes under the MoU.
- Any clause or article of the MoU regarding its operation may be modified or amended by mutual agreement of IIT-Roorkee and HWRU – Vietnam.

**vi) INTELLECTUAL PROPERTY RIGHTS (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.

Contd...5..

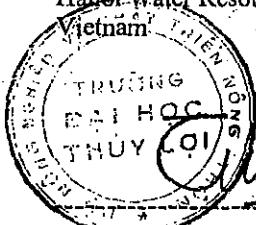
vii) **CO-ORDINATORS OF THE PROGRAMME AND FINANCIAL ARRANGEMENTS**

- The Heads of IIT-Roorkee and HWRU – Vietnam will appoint a coordinator on respective side.
- The collaborative programme between IIT-Roorkee and HWRU-Vietnam shall be coordinated by the above coordinators.
- The financial implications / issues arising under this MoU will be subject to the scope of the work to be undertaken by each institute on mutually agreed terms keeping in view the relevant rules / regulations in force at both the Institutes.

IN WITNESS WHEREOF PARTIES HERE TO HAVE ENTERED INTO THIS AGREEMENT EFFECTIVE AS OF THE DAY AND YEAR FIRST ABOVE WRITTEN.

(Le Kim Truyen)

Hanoi Water Resources University – Hanoi  
Vietnam



HIỆU TRƯỞNG  
GS.TS. *Le Kim Truyen*

Witness 1:

Date: 20/5/2004

*[Signature]*

PHÓ HIỆU TRƯỞNG  
PGS.TS. *Đỗ Văn Hòa*

Witness 2:

Date: 20/5/2004

*[Signature]*

TRƯỞNG PHÒNG QUẢN LÝ KHOA HỌC & HTQT  
PGS. TS *Vũ Minh Cát*

(Prem Vrat)

Director  
Indian Institute of Technology – Roorkee  
Roorkee – INDIA

*[Signature]*

प्रो० प्रेम वरत/Prof. PREM VRAT

निदेशक/Director

Water Resources Development Training Centre  
Indian Institute of Technology Roorkee  
Roorkee/Roorkee-247 667

*[Signature]*

Professor & Head  
Water Resources Development Training Centre  
Indian Institute of Technology, Roorkee  
Witness: Roorkee 247 667, INDIA  
Date:

*[Signature]*

11.6.04

Professor in-charge  
Planning

*[Signature]*

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INDIAN INSTITUTE OF TECHNOLOGY, ROORKEE  
SPONSORED RESEARCH & INDUSTRIAL CONSULTANCY OFFICE

**Subject:** Approval of guidelines & application form for sanction and operation of the Faculty Initiation Grant.

The B.O.G. had earlier approved the scheme for sanction of Faculty Initiation Grant to the new faculty members joining the Institute vide resolution No.BG/61/2003 dated 11.10.2003. The Guidelines for sanction and operation and the Application form (Annexure 'A' & 'B') for this grant were prepared by a special committee headed by Dean SRIC and considered by Deans' Committee and thereafter in H.O.D.'s meeting and were accepted with modifications.

It was recommended to obtain the approval of these Guidelines and the Application form from the Chairman, B.O.G. through a U.O. note.

The Chairman, Board of Governors is requested to kindly approve the Guidelines for sanction and operation of Faculty Initiation Grant and the Application Form as given at Annexure 'A' & 'B'.

  
(Prem Vrat)  
DIRECTOR

Dr. S.K. Joshi  
Chairman  
B.O.G., IIT Roorkee  
Room No. 252  
National Physical Laboratory  
Dr. K.S. Krishnan Marg  
NEW DELHI - 110 012

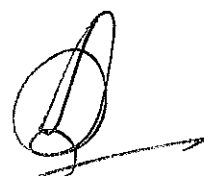
U.O.No. IITR/SRIC/ /F.I.G.(2004)

Dated: June , 2004

*I approve the Guidelines for sanction & operation of Faculty Initiation Grant and Application form.*

*Dr Prem Vrat  
Director, IIT Roorkee*

*S.K. Joshi  
19/06/2004*



**INDIAN INSTITUTE OF TECHNOLOGY, ROORKEE**  
**SPONSORED RESEARCH & INDUSTRIAL CONSULTANCY OFFICE**

**GUIDELINES FOR SANCTION AND OPERATION OF FACULTY INITIATION GRANT**  
(Scheme approved vide B.O.G. Resolution No. BG/61/2003 dated 11.10.2003)  
(Guidelines approved in HODs' meeting held on 15.6.2004)

→ by Chairman, B.O.G. on 19.6.2004

**Scheme A: FOR NEW FACULTY MEMBERS JOINING THE INSTITUTE**  
(Out of SRIC Fund)

1. A grant of Rs.0.50 lac -1.00 lac may be sanctioned to the new faculty members joining the Institute within one year from the date of his/her joining the Institute out of SRIC Fund account for initiating research activities
2. The faculty members will submit a research proposal on a prescribed form through his/her respective Head of the Department **after evaluation by Professorial Committee** of the concerned department .
3. The proposal shall be considered by the following **Standing Committee for Faculty Initiation Grant**.

(i)	Director	- Chairman
(ii)	Dean of Faculty Affairs	- Member
(iii)	Dean, SRIC	- Member
(iv)	Head of concerned Department	- Member

The above Committee will also act as the Monitoring Committee.

4. The grant will be utilized for the **purchase of laboratory equipment, consumables and software and for technical visits**.
5. Six monthly progress reports will be submitted by the concerned faculty member to Dean ,SRIC through his/her respective Head of the Department, which will be put up to the Monitoring Committee.
6. The funds will be available **normally for one year from the date of sanction**.


Contd./2



**Scheme B: FOR ALL FACULTY MEMBERS INCLUDING NEW FACULTY MEMBERS  
( Out of MHRD Funds)**

1. A grant upto Rs.10.00 lac will be sanctioned out of MHRD funds to those faculty members who wish to pursue research work in an emerging area but are unable to obtain funding from some funding agency.
2. This will be applicable to all faculty members including new faculty members and meant to fund only for project proposals rated outstanding after evaluation.
3. The project proposals will be submitted through Head of concerned Department after evaluation by the Professorial Committee of the Department.
4. The proposals will be invited once a year (in July / August) by Dean, SRIC.
5. The proposals shall be considered for sanction of grant by the following Standing Committee.

(i)	Director	- Chairman
(ii)	Dean of Faculty Affairs	- Member
(iii)	Dean, SRIC	- Member
(iv)	Head of concerned Department	- Member
- The above Committee will also act as the Monitoring Committee.
6. The Chairman, B.O.G. can sanction an amount **beyond Rs.10.00 lac out of MHRD funds to new faculty members** after due consideration of the recommendations of the above committee and same will be reported to the B.O.G.
7. The above Committee will also act as the Monitoring Committee. However, for the projects with grant of Rs.2.5 lacs or more, the Monitoring Committee will include one or more external members.
8. Six monthly progress reports will be submitted to Dean, SRIC by the concerned faculty member through his/her respective Head of Department which will be put up to Monitoring Committee.
9. The grant can be utilized for the **purchase of laboratory equipment, consumables and software and for technical visits.**
10. The funds will be available for a **maximum period of three years from the date of sanction.**

(Dr. H.K. Verma)  
Offg. Dean SRIC  


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**INDIAN INSTITUTE OF TECHNOLOGY, ROORKEE**  
**SPONSORED RESEARCH & INDUSTRIAL CONSULTANCY OFFICE**  
**APPLICATION FORM FOR GRANT OF FINANCIAL ASSISTANCE FROM FACULTY**  
**INITIATION GRANT FOR INITIATING RESEARCH WORK / PROJECT PROPOSALS**

NEW FACULTY	OLD FACULTY
Scheme A*	Scheme B**

**A- General information**

1. Name : \_\_\_\_\_
2. Designation : \_\_\_\_\_
3. Department : \_\_\_\_\_
4. Date of Joining : \_\_\_\_\_
5. Area of Specialization: \_\_\_\_\_
6. Research / Professional Experience (in Yrs): \_\_\_\_\_
7. Number of Research Publication (in Journals & Conferences Separately) during last 3 years : \_\_\_\_\_
8. Details of Research / Consultancy Projects completed / in progress during last 3 years  
( Title, Sponsoring Agency & Funding)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**B- Summary of the Project Proposal**

1. Title of the Research Project: \_\_\_\_\_
2. Area of the research: \_\_\_\_\_
3. Financial Assistance Required (Total Rs. in Lacs): \_\_\_\_\_
4. Duration of the Project (Total Yrs): \_\_\_\_\_
5. Summary of the Project (about 100 words): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. Justification for seeking the grant (about 50 words)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\* Scheme A : For new faculty members only, grant of Rs.0.50 to 1.00 lac from SRIC Fund

\*\* Scheme B: For all (including new) faculty members, grant upto Rs.10.00 lacs from MHRD Fund

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C- Detailed Project Proposal (3-4 page)

1. Title of the project: \_\_\_\_\_
2. Objective of the Project : \_\_\_\_\_
3. Project details including background information and significance: \_\_\_\_\_
4. Methodology : \_\_\_\_\_
5. Time schedule : \_\_\_\_\_
6. Details of financial assistance: \_\_\_\_\_

(I) Non-recurring		I <sup>st</sup> Year	II <sup>nd</sup> Year	III <sup>rd</sup> Year
(i)	Equipment : Rs.	Rs.	Rs.	Rs.
(ii)	Software : Rs.	Rs.	Rs.	Rs.
(iii)	Others : Rs.	Rs.	Rs.	Rs.
(II) Recurring		I <sup>st</sup> Year	II <sup>nd</sup> Year	III <sup>rd</sup> Year
(i)	Man Power (Project Fellow/JRF/SRF) : Rs.	Rs.	Rs.	Rs.
(ii)	Man Power (Workhire) : Rs.	Rs.	Rs.	Rs.
(iii)	Travel / Field visit : Rs.	Rs.	Rs.	Rs.
(iv)	Other Misc. Exp. : Rs.	Rs.	Rs.	Rs.
Total		Rs.	Rs.	Rs.

Note: Please enclose details of each item with justification.

7. List of Publications (Give separate lists of research publications in refereed Journals and in Conferences/Seminar/Symposium during the last 3 years)

\_\_\_\_\_

\_\_\_\_\_



8. Any other relevant information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Recommendation of the Department Professorial Committee after critical evaluation:

\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

Head of the Department

Seal : \_\_\_\_\_

Approval for Financial Assistance

Approved / Not Approved

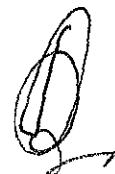
Financial assistance allowed for Rs. \_\_\_\_\_

(-----)

(-----)

(-----)

(-----)



5 JUL 2004

INDIAN INSTITUTE OF TECHNOLOGY  
ROORKEE

Chairman  
Board of Governors

Dated : 18.6.2004

Subject : MOU between Petrotech Society, New Delhi and IIT Roorkee for the award of Ph.D. & M.Tech. Fellowship at IIT Roorkee

1. A proposal in this regard on the subject mentioned above on the lines similar to MOU entered with IIT Delhi was received by the Dean, PGS&R from the Petrotech Society, New Delhi. It aims at instituting fellowship for Ph.D./M.Tech students in the Department of Earth Sciences and other departments dealing with hydrocarbon technology at IIT Roorkee to encourage bright students to pursue research in areas of interest to hydrocarbon industry as a part of their studies towards Ph.D./M.Tech.Degree.
2. The draft proposal dealing with selection of candidates based on IIT admission criteria/commencement and tenure, amount of fellowship, monitoring and evaluation and mode of payment besides IPR conditions was discussed in Deans committee and accepted in principle. The proposal was then sent to Petrotech Society which agrees and is placed as Appendix for your perusal.

It is requested that approval of signing the MOU (copy enclosed) with the Petrotech Society, New Delhi and IIT Roorkee may kindly be accorded.

The entire matter shall be reported in the next meeting of Board of Governors.

  
(Prem Vrat)  
Director

Prof. S.K.Joshi  
Chairman, Board of Governors  
M-56, South City  
Gurgaon 122001  
Haryana

U.O.Note No.PIP/Petrotech/MOU/

Dated : 18.6.2004

*I approve signing MOU with Petrotech Society,  
New Delhi & IIT Roorkee*

*Dr. Prem Vrat*  
Director IIT Roorkee

*S.K. Joshi*  
19/06/2004



### Commencement and Tenure

6. The fellowships will be instituted from the Academic year starting from 2004.
7. The Ph.D. fellowship will have tenure of 4 years extendable by one more year in special circumstances. However, for M.Tech., the tenure will be of two years only.
8. Although this programme is expected to be extended for a number of years, PETROTECH Society, however, has the right to terminate the fellowships at any point of time without disclosing reasons thereof. It will ensure that existing fellows are supported till the end of their programmes.

### Amount of Fellowship

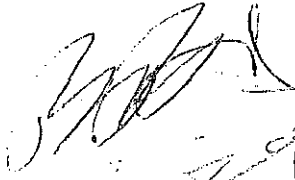
9. a) The Ph.D. fellowship amount will be Rs 10,000.00 per month plus an annual contingent grant of Rs 25,000.00. However, Petrotech Society at its sole discretion may enhance the fellowship amount.  
  
b) The M.Tech. fellowship will carry the fellowship amount of Rs 6,000.00 per month & a contingency grant of Rs 5,000.00 per year. M.Tech. fellows will also be entitled to get reimbursed the tuition fees payable to IIT Roorkee.

### Mode of payment

10. The payment consisting of fellowship + annual grant will be made directly to the Institute and it is the responsibility of the Institute to pass on the fellowship to the recipient. The payment shall be made by Petrotech Society in the month of June every year (i.e. before the beginning of each academic year).

### Monitoring and Evaluation

11. At the end of each semester, the performance of the recipient will be reviewed, and if the recipient is not performing as per the Institute norms laid down for continuation of fellowships, the fellowship can be rescinded.

  
29/06/04

  
29/6/04

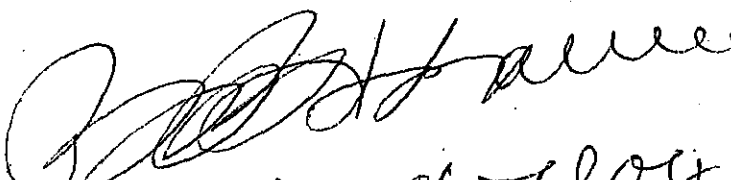
12. In the event of the termination of Ph.D./M.Tech. Fellowships programme on any count such as expulsion, resignation, dropping out etc. of the recipient the remaining fellowship money will be used for future fellowship or any other partnership programme with IIT Roorkee.
13. An annual statement of receipt and expenditure relating to the above fellowships will be submitted by the Institute to the Petrotech Society within three months of the lapse of every financial year.

**I.P.R.**

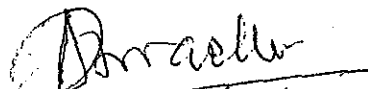
14. Rights regarding patents, publications, royalty, ownership software/ design/product developed etc. shall be the joint property of Petrotech Society and IIT Roorkee and income, if any by way of royalty etc. shall be shared equally by the two organization.

  
Chairman  
Fellowship Committee  
PETROTECH SOCIETY

  
Director  
Indian Institute of Technology  
Roorkee  
निदेशक  
Actg. DIRECTOR

  
29/06/04



  
29/6/04

