

**NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119**

**AGENDA  
OF  
BOARD OF GOVERNORS MEETING**



**33<sup>rd</sup> MEETING  
TO BE HELD ON 04.06.2014**

(i)

**NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119**

**Agenda** : For the 33<sup>rd</sup> meeting of Board of Governors.

**Place** : Board Room,  
BrahMos Aerospace, DRDO,  
16, Cariappa Marg, Kirby Place,  
Delhi Cantt., New Delhi-110 010.

**Day, date and time** : Wednesday, 4<sup>th</sup> June, 2014  
at 12:30 pm

Item No.	Subject	Page No.
33.1	To confirm the minutes of the 32 <sup>nd</sup> meeting of the Board of Governors held on 03.01.2014.	1-8
33.2	To note the action taken report on the minutes of the 32 <sup>nd</sup> meeting of the Board of Governors held on 03.01.2014.	9-17
33.3	To consider payment of Retirement Gratuity to the employees of the Institute on the day of retirement.	18-25
33.4	To consider the CBI Reports dated 08.01.2014 regarding Regular Departmental action for Major Penalty against Dr. H.K. Sharma, Professor, Department of Civil Engineering, NIT, Kurukshetra.	26-29
33.5	To consider the letter dated 20.02.2014 received from some purported employees of NIT Kurukshetra stating violation of the NIT Act 2007 & the First Statutes of the NITs by the BOG of the NIT Kurukshetra.	30-34
33.6	To consider the letter dated 15.02.2014 received from NIT Kurukshetra Teachers Association regarding the 'Conduct Rules' for the employees of the Institute.	35-36
33.7	To consider the letter dated 30.04.2014 received from Karamchari Sangh, NIT Kurukshetra regarding the attendance system of the Non-teaching employees of the Institute.	37-38
33.8	To consider and approve the Amended House Allotment Rules of National Institute of Technology, Kurukshetra.	39-70
33.9	To consider creation of Student Welfare Fund/Corpus fund for the welfare of the students of the Institute.	71

<b>33.10</b>	<b>To note the decision of NIT Council for the revision of tuition fee for B.Tech., M.Tech., MCA and Ph.D Programmes and to consider and approve the revision of tuition fees for MBA Programme.</b>	<b>72-75</b>
<b>33.11</b>	<b>To note the norms for implementation of the 4-tier flexible faculty structure in the National Institute of Technology (NITs) as per the MHRD letter dated 15.01.2014.</b>	<b>76-104</b>
<b>33.12</b>	<b>To note the Recruitment Rules (RRs) for Non-Teaching posts in the Institute as per the MHRD letter dated 05.02.2014.</b>	<b>105-143</b>
<b>33.13</b>	<b>To consider pay anomalies arising out of the implementation of Model Recruitment Rules (MRRs).</b>	<b>144-154</b>
<b>33.14</b>	<b>To report the approval accorded by the Hon'ble Chairperson, BOG, upon the minutes of the 24<sup>th</sup> Senate meeting and approval of the procedure for Senate nominee on BOG as decided in the 46<sup>th</sup> meeting of SCSA.</b>	<b>155-177</b>
<b>33.15</b>	<b>To report the approval accorded by the Hon'ble Chairperson, BOG.</b>	<b>178-184</b>
<b>33.16</b>	<b>To report on the issues as per instruction dated 29.03.2014 of the Hon'ble Chairperson, Board of Governors.</b>	<b>185-208</b>
	<b>Any other item</b>	

**Item 33.1 To confirm the minutes of the 32<sup>nd</sup> meeting of the Board of Governors held on 03.01.2014.**

The minutes of the 32<sup>nd</sup> meeting of the Board of Governors held on 03.01.2014 were circulated to all the members of the Board vide letter No. NITK/BOG 32<sup>nd</sup>/153-162 dated 10.01.2014 and Endst. No. NITK/BOG 32<sup>nd</sup>/163-165 dated 10.01.2014. A copy of the minutes is enclosed as Appendix – I from pages 2 to 8.

No comments have been received from any member.

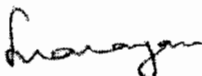
The Board of Governors may please confirm the minutes of the 32<sup>nd</sup> meeting of the BOG held on 03.01.2014 as circulated to the members.


NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119

Minutes of the 32<sup>nd</sup> meeting of the Board of Governors, National Institute of Technology, Kurukshetra held on 3<sup>rd</sup> January, 2014 at 11.00 a.m. in the Board Room, BrahMos Aerospace, DRDO, 16, Cariappa Marg, Kirby Place, Delhi Cantt., New Delhi.

Present:

- |    |   |             |
|----|---|-------------|
| 1. | Dr. A. Sivathanu Pillai<br>Distinguished Scientist &<br>Chief Controller (R&D), DRDO &<br>CEO and MD, BrahMos Aerospace, &<br>Hon'ble Chairperson, BOG, NIT, Kurukshetra<br>16, Cariappa Marg, Kirby Place<br>Delhi Cantt., New Delhi     | Chairperson |
| 2. | Prof. Anand Mohan<br>Director<br>National Institute of Technology<br>Kurukshetra  | Member      |
| 3. | Shri R. Srinivasan, Director, MHRD<br>Representative of<br>Additional Secretary (Technical)<br>Department of Higher Education<br>Ministry of Human Resource Development<br>Government of India<br>Shastri Bhawan<br>New Delhi-110 001     | Member      |
| 4. | Shri Satpal Sharma, ACA, MHRD<br>Representative of<br>Joint Secretary and Finance Advisor (IFD)<br>Department of Higher Education<br>Ministry of Human Resource Development<br>Government of India<br>Shastri Bhawan<br>New Delhi-110 001 | Member      |
| 5. | Dr. Chandra Shekhar<br>Director,<br>Central Electronics Engineering Research Institute<br>Pillani (Rajasthan)   | Member      |
| 6. | Prof. (Ms.) Sneh Anand<br>Professor & Head<br>Centre for Biomedical Engineering<br>Indian Institute of Technology<br>Hauz Khas<br>Delhi - 110 016   | Member      |







- |     |  |           |
|-----|--|-----------|
| 7.  | Prof. M. K. Surappa<br>Director<br>Indian Institute of Technology<br>Ropar (Punjab)                                      | Member    |
| 8.  | Prof. S. K. Sharma<br>Professor<br>Mechanical Engineering Department<br>National Institute of Technology,<br>Kurukshetra | Member    |
| 9.  | Dr. C.R. Mariappan<br>Assistant Professor<br>Department of Physics,<br>National Institute of Technology,<br>Kurukshetra  | Member    |
| 10. | Dr. Shyam Narayan,<br>Registrar-cum-Secretary, BOG<br>National Institute of Technology,<br>Kurukshetra                   | Secretary |

At the outset, the Hon'ble Chairperson, Board of Governors welcomed the members to the 32<sup>nd</sup> meeting of the Board of Governors.

The Chairperson, Board of Governors, informed the Board about the selection of the high quality faculty members and appreciated the efforts of the Institute in selection. He stated that the Institute is progressing well by induction of talented new faculty members.

The agenda was taken up. The Board of Governors took the following decisions:

**Item 32.1 To note the nomination of faculty member on the BOG as Senate Nominee.**

The Board noted the nomination of Dr. C. R. Mariappan, Assistant Professor, Department of Physics, National Institute of Technology, Kurukshetra as Senate Nominee member on the Board of

*Shyam Narayan*

*72.11*



Governors of the Institute. Thereafter, Dr. C. R. Mariappan joined the meeting and the Chairperson welcomed him.

**Item 32.2 To confirm the minutes of the 31<sup>st</sup> meeting of the Board of Governors held on 22.08.2013.**

The Board confirmed the minutes of 31<sup>st</sup> meeting of the Board of Governors held on 22.08.2013.

**Item 32.3 To note the action taken report on the minutes of the 31<sup>st</sup> meeting of the Board of Governors held on 22<sup>nd</sup> August, 2013.**

The Board noted and approved the action taken report on the minutes of the 31<sup>st</sup> meeting of the Board of Governors held on 22.08.2013.

**Item 32.4 To consider and approve the minutes of the 28<sup>th</sup> meeting of the Finance Committee, National Institute of Technology, Kurukshetra held on 15.10.2013.**

The Board confirmed the minutes of 28<sup>th</sup> meeting of the Finance Committee held on 15.10.2013.

**Item 32.5 To consider the issue regarding appointment of Deputy Directors in the NITs.**

The Board of Governors approved the proposal contained in the MHRD letter No. F.No.33-6/2013-TS.III dated 2<sup>nd</sup> September, 2013 and resolved that the same be conveyed to the MHRD.

**Item 32.6 To approve Annual Report and Audited Statement of Accounts & Audit Report of the Institute for the year 2012-13.**

The Board approved the Annual Report, Audited Statement of Accounts and the Audit Report for the year 2012-13 with the instructions to observe the following in future:

- i. To record the name of the last-degree awarding institution in respect of the faculty members and Group 'A' officers.
- ii. A committee should undertake the physical verification every year.



- iii. The Institute should enter into a 'Service Contract' after quantifying the work with the reputed service contractor by inviting open tenders.

**Item 32.7 To consider the recommendations of the Committee on the Conduct Rules for employees of the Institute.**

The Board approved the proposed 'Conduct Rules' for the employees of the Institute.

**Item 32.8 To consider de-recognition of Non-Teaching Employees Krantiya Sangthan, NIT Kurukshetra as per rules.**

The Board approved the de-recognition of Non-teaching employees Krantiya Sangthan, NIT Kurukshetra.

**Item 32.9 To consider complaint regarding plagiarism – Copy Right Violation by Dr. Pankaj Chandna, Professor, Department of Mechanical Engineering.**

The Board noted the decision of Kurukshetra University, Kurukshetra (KUK) issued vide letters No. UIET/09/2588 dated 3.11.2009, COE/1130 dated 29.05.2012 and DFS/10/776 dated 13.07.2013. Since the KUK has filed the case as communicated vide letter No. COE/1130 dated 29.05.2012, therefore the Board decided that the case be filed.

**Item 32.10 To consider the CBI Reports dated 29.03.2011 regarding Departmental action for minor penalty against Dr. Sandeep Singhal, Associate Professor, Department of Mechanical Engineering, NIT Kurukshetra.**

The Board decided that a Departmental Enquiry Committee be constituted to enquire in the matter and submit its report along with his other cases referred by CBI for consideration of BOG.





- Item 32.11 To consider and approve the recommendations of the Selection Committees for the appointment of Deputy Registrar (Academic), Executive Engineer and Students Activity & Sports Officer.**

The Board approved the recommendations of the Selection Committees meetings held on 12.11.2013, 13.11.2013 and 3.12.2013 for the posts of Deputy Registrar (Academic), Executive Engineer and Students Activity & Sports Officer respectively. The Board approved the minutes of his agenda item and authorized the Director to issue the offer letters.

- Item 32.12 To consider and approve the Panel of External Experts for recruiting Academic Staff (excluding the Director and the Deputy Director) in various subjects.**

The Board approved the Panel of External Experts for recruitment of Academic Staff (excluding the Director and the Deputy Director) in various subjects.

However, in case an External Expert on the Selection Committee is unable to come for the meeting, effort be made to invite a substitute from the approved panel. In the event there is no such possibility, the Board authorized the Director to invite the External Experts from outside the approved panel and post-facto approval for the same be obtained from Chairperson, BOG.

- Item 32.13 To consider and approve the Panel of External Experts for recruitment of Technical, Administrative & Ministerial Staff, Senior Administrative and other comparable posts.**

The Board approved the Panel of External Experts for recruitment of Technical, Administrative & Ministerial Staff, Senior Administrative and other comparable posts.

However, in case an External Expert on the Selection Committee is unable to come for the meeting, effort be made to invite a substitute



from the approved panel. In the event there is no such possibility, the Board authorized the Director to invite the External Experts from outside the approved panel and post-facto approval for the same be obtained from Chairperson, BOG.

**Item 32.14 To report the approval accorded by the Hon'ble Chairperson, BOG.**

The Board noted the approval accorded by the Hon'ble Chairperson, Board of Governors: (i) extension of panel of External Experts up to 31.12.2013 for faculty and non-faculty staff, (ii) Resignation of Dr. Ram Kishore Manchiryal, Assistant Professor, Department of Civil Engineering, (iii) Resignation of Sh. Sreenivasarao D, Assistant Professor, Department of Electrical Engineering, (iv) approval of the ad-hoc selection committee for engagement of Junior Engineer (Civil) on contract and (v) approval of the ad-hoc selection committee for engagement of Dental Surgeon (Part-time).

**Item 32.15 Re-designation of the posts of Deputy Registrar (General Administration & Legal), Deputy Registrar (Accounts) and Deputy Registrar (Academic) as Deputy Registrar**

The Board approved the re-designation of the three posts Deputy Registrar (General Administration & Legal), Deputy Registrar (Accounts) and Deputy Registrar (Academic) as 'Deputy Registrar'. The incumbents on the posts of Deputy Registrar may be posted in any of the Sections of the Institute.

**32.16 Under any other item:**

The Chairperson requested the Director (i) to make a presentation on the recommendations of the Conference of the Directors of NITs held on Nov. 7-8, 2013 at Rashtrapati Bhawan and (ii) he discussed



the MHRD letter No.F.No.33-4/2013-TS.III dated the 16<sup>th</sup> December, 2013.

(i) The Director made a presentation and he briefly explained the major recommendations made on the four Agenda points discussed in the Conference of Directors of NITs. The Chairperson expressed contentment on the deliberations and wished that the initiative of the Hon'ble President would take the institutions of higher learning to a new height.

The Chairperson requested the Director to constitute a committee of the newly appointed faculty members of the Institute to formulate the road map for implementation of the recommendations made in the Conference of the Directors of NITs. Further, it was decided that Dr. C. R. Mariappan will make a presentation on the issue in the next BOG meeting.

ii) The MHRD letter No.F.No.33-4/2013-TS.III dated the 16<sup>th</sup> December, 2013, conveying the action points arising out of decisions taken in the 7<sup>th</sup> meeting of the Council of NITs held on 18.12.2013 was discussed. The Chairperson desired that the issue be discussed in the Institute and the agenda on the same be placed in the BOG meeting.

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

(Anand Mohan)  
Director, NIT, Kurukshetra

(Shyam Narayan)  
Registrar-cum-Secretary  
BOG, NIT, Kurukshetra

10/1/14

(A. Sivathanu Pillai)  
Hon'ble Chairperson, BOG,  
NIT, Kurukshetra

**Item 33.2 To note the action taken report on the minutes of the 32<sup>nd</sup> meeting of the Board of Governors held on 03.01.2014.**

The action taken report on the minutes of the 32<sup>nd</sup> meeting of the Board of Governors held on 03.01.2014 is given below:-

Item No.	Subject	Action Taken
32.1	<b>To note the nomination of faculty member on the BOG as Senate Nominee.</b> The Board noted the nomination of Dr. C. R. Marippan, Assistant Professor, Department of Physics, National Institute of Technology, Kurukshetra as Senate Nominee member on the Board of Governors of the Institute.	Action has been taken.
32.2	<b>To confirm the minutes of the 31<sup>st</sup> meeting of the Board of Governors held on 22.08.2013.</b> The Board confirmed the minutes of 31 <sup>st</sup> meeting of the Board of Governors held on 22.08.2013.	Action has been taken.
32.3	<b>To note the action taken report on the minutes of the 31<sup>st</sup> meeting of the Board of Governors held on 22<sup>nd</sup> August, 2013.</b> The Board noted and approved the action taken report on the minutes of the 31 <sup>st</sup> meeting of the Board of Governors held on 22.08.2013.	The Board approved the action taken report and no further action is required.
32.4	<b>To consider and approve the minutes of the 28<sup>th</sup> meeting of the Finance Committee, National Institute of Technology, Kurukshetra held on 15.10.2013.</b> The Board confirmed the minutes of 28 <sup>th</sup> meeting of the Finance Committee held on 15.10.2013.	Action has been taken.
32.5	<b>To consider the issue regarding appointment of Deputy Directors in the NITs.</b> The Board of Governors approved the proposal contained in the MHRD letter No. F.No.33-6/2013-TS.III dated 2 <sup>nd</sup> September, 2013 and resolved that the same be conveyed to the MHRD.	Action has been taken. A letter sent to the MHRD vide letter No. Gen-I/3926/1393 dated 13.03.2014 is enclosed as <u>Appendix – II at page 14</u> .

<p><b>32.6</b></p>	<p><b>To approve Annual Report and Audited Statement of Accounts &amp; Audit Report of the Institute for the year 2012-13.</b>  The Board approved the Annual Report, Audited Statement of Accounts and the Audit Report for the year 2012-13 with the instructions to observe the following in future:  i. To record the name of the last-degree awarding institution in respect of the faculty members and Group 'A' officers.  ii. A committee should undertake the physical verification every year.  iii. The Institute should enter into a 'Service Contract' after quantifying the work with the reputed service contractor by inviting open tenders.</p>	<p>Noted for compliance.</p>
<p><b>32.7</b></p>	<p><b>To consider the recommendations of the Committee on the Conduct Rules for employees of the Institute.</b>  The Board approved the proposed 'Conduct Rules' for the employees of the Institute.</p>	<p>"Conduct Rules" have been notified vide notification No. Gen-I/3865/731 dated 10.02.2014 which is enclosed as <u>Appendix – III</u> at page 15.</p>
<p><b>32.8</b></p>	<p><b>To consider de-recognition of Non-Teaching Employees Krantiya Sangthan, NIT Kurukshetra as per rules.</b>  The Board approved the de-recognition of Non-teaching employees Krantiya Sangthan, NIT Kurukshetra.</p>	<p>Letter issued vide letter No. Estt-II/1146 dated 3.3.2014 is enclosed as <u>Appendix – IV</u> at page 16.</p>
<p><b>32.9</b></p>	<p><b>To consider complaint regarding plagiarism – Copy Right Violation by Dr. Pankaj Chandna, Professor, Department of Mechanical Engineering.</b>  The Board noted the decision of Kurukshetra University, Kurukshetra (KUK) issued vide letters No. UIET/09/2588 dated 3.11.2009, COE/1130 dated 29.05.2012 and DFS/10/776 dated 13.07.2013. Since the KUK has filed the case as communicated vide letter No. COE/1130 dated 29.05.2012, therefore the Board decided that the case be filed.</p>	<p>No further action is required.</p>

32.10	<p><b>To consider the CBI Reports dated 29.03.2011 regarding Departmental action for minor penalty against Dr. Sandeep Singhal, Associate Professor, Department of Mechanical Engineering, NIT Kurukshetra.</b></p> <p>The Board decided that a Departmental Enquiry Committee be constituted to enquire in the matter and submit its report along with his other cases referred by CBI for consideration of BOG.</p>	As per decision of the Board action is being taken.
32.11	<p><b>To consider and approve the recommendations of the Selection Committees for the appointment of Deputy Registrar (Academic), Executive Engineer and Students Activity &amp; Sports Officer.</b></p> <p>The Board approved the recommendations of the Selection Committees meetings held on 12.11.2013, 13.11.2013 and 3.12.2013 for the posts of Deputy Registrar (Academic), Executive Engineer and Students Activity &amp; Sports Officer respectively.</p>	As per the decision of the Board, appointment Letters have been issued to the selected candidates. Deputy Registrar (Academic) and Students Activity & Sports Officers have been appointed and joined their duties.
32.12	<p><b>To consider and approve the Panel of External Experts for recruiting Academic Staff (excluding the Director and the Deputy Director) in various subjects.</b></p> <p>The Board approved the Panel of External Experts for recruitment of Academic Staff (excluding the Director and the Deputy Director) in various subjects.</p> <p>However, in case an External Expert on the Selection Committee is unable to come for the meeting, effort be made to invite a substitute from the approved panel. In the event there is no such possibility, the Board authorized the Director to invite the External Experts from outside the approved panel and post-facto approval for the same be obtained from Chairperson, BOG.</p>	The panel of External Experts will be used in the next round of selections.

32.13	<p><b>To consider and approve the Panel of External Experts for recruitment of Technical, Administrative &amp; Ministerial Staff, Senior Administrative and other comparable posts.</b></p> <p>The Board approved the Panel of External Experts for recruitment of Technical, Administrative &amp; Ministerial Staff, Senior Administrative and other comparable posts.</p> <p>However, in case an External Expert on the Selection Committee is unable to come for the meeting, effort be made to invite a substitute from the approved panel. In the event there is no such possibility, the Board authorized the Director to invite the External Experts from outside the approved panel and post-facto approval for the same be obtained from Chairperson, BOG.</p>	The panel of External Experts will be used in the next round of selections.
32.14	<p><b>To report the approval accorded by the Hon'ble Chairperson, BOG.</b></p> <p>The Board noted the approval accorded by the Hon'ble Chairperson, Board of Governors: (i) extension of panel of External Experts up to 31.12.2013 for faculty and non-faculty staff, (ii) Resignation of Dr. Ram Kishore Manchiryal, Assistant Professor, Department of Civil Engineering, (iii) Resignation of Sh. Sreenivasarao D. Assistant Professor, Department of Electrical Engineering, (iv) approval of the ad-hoc selection committee for engagement of Junior Engineer (Civil) on contract and (v) approval of the ad-hoc selection committee for engagement of Dental Surgeon (Part-time).</p>	Action has been taken.
32.15	<p><b>Re-designation of the posts of Deputy Registrar (General Administration &amp; Legal), Deputy Registrar (Accounts) and Deputy Registrar (Academic) as Deputy Registrar</b></p> <p>The Board approved the re-designation of the three posts Deputy Registrar (General Administration &amp; Legal), Deputy Registrar (Accounts) and Deputy Registrar (Academic) as</p>	No further action is required.

	<p>'Deputy Registrar'. The incumbents on the posts of Deputy Registrar may be posted in any of the Sections of the Institute.</p>	
	<p><b>Under any other item:</b>  The Chairperson requested the Director (i) to make a presentation on the recommendations of the Conference of the Directors of NITs held on Nov. 7-8, 2013 at Rashtrapati Bhawan and (ii) he discussed the MHRD letter No.F.No.33-4/2013-TS.III dated the 16<sup>th</sup> December, 2013.</p> <p>(i) The Director made a presentation and he briefly explained the major recommendations made on the four Agenda points discussed in the Conference of Directors of NITs. The Chairperson expressed contentment on the deliberations and wished that the initiative of the Hon'ble President would take the institutions of higher learning to a new height.</p> <p>The Chairperson requested the Director to constitute a committee of the newly appointed faculty members of the Institute to formulate the road map for implementation of the recommendations made in the Conference of the Directors of NITs. Further, it was decided that Dr. C. R. Mariappan will make a presentation on the issue in the next BOG meeting.</p> <p>ii) The MHRD letter No.F.No.33-4/2013-TS.III dated the 16<sup>th</sup> December, 2013, conveying the action points arising out of decisions taken in the 7<sup>th</sup> meeting of the Council of NITs held on 18.12.2013 was discussed. The Chairperson desired that the issue be discussed in the Institute and the agenda on the same be placed in the BOG meeting.</p> <p>The meeting ended with a vote of thanks to the Chair.</p>	<p>As per the decision of the Board, action has been taken. A committee has been constituted vide letter no. Estt-I/450/1795 dated 31.03.2014 is enclosed as <u>Appendix – V at page 17.</u></p> <p>As per the decision of the Board, action is being taken.</p>

The Board may please note the action taken on the 32<sup>nd</sup> meeting of the Board of Governors held on 03.01.2014.



NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119

No. Gen-1/3926/1393

Dated: 13/3/14

Sh. Rajesh Singh,  
Director (NITs)  
Government of India,  
Ministry of Human Resource Development,  
Department of Higher Education  
Shastri Bhawan,  
New Delhi-11000.

Subject: Proposal for appointment of Deputy Directors in the NITs regarding.

Sir,

Kindly refer to your letter F.No.33-6/2013-TS.III dated 2<sup>nd</sup> September, 2013 on the subject noted above.

The issue regarding appointment of Deputy Directors in this Institute was placed before the Board of Governors vide item No. 32.5 held on 03.01.2014 as a regular item in the agenda for consideration. The Board decided as under:

*"The Board of Governors approved the proposal contained in the MHRD letter F. No. 33-6/2013-TS.III dated 2<sup>nd</sup> September, 2013 and resolved that the same be conveyed to the MHRD".*

A copy of the Agenda Item 32.5 and Minutes of the Board of Governors are enclosed for your kind reference.

Thanking you,

Yours faithfully,

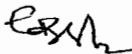
Encl: As above.

  
Deputy Registrar(GA&L)  
for Director

o/c  
11/3/14 12/3/14

May, please see before issue.

Registrar

  
12/03/14

**APPENDIX-III**

**NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119**

No. Gen-I/3865/731

Dated: 10/2/14

**NOTIFICATION**

The Board of Governors at its 32<sup>nd</sup> meeting held on 03.01.2014 approved the 'Conduct Rules' for the employees of the institute.

The Conduct Rules for the employees of NIT, Kurukshetra (Copy enclosed) are being circulated in the Institute of implementation with immediate effect.

*[Signature]* 10/2/14  
Deputy Registrar (GA & Legal)

Copy to:-

1. All Deans
2. Heads of All Departments }
3. Heads of All Sections }
4. President & General Secretary,  
NITK Teacher's Association }
5. President & General Secretary,  
NIT Karamchari Sangh, Kurukshetra }
6. Prof.-in-Charge, Public Relations
7. Sr. Secretary to Registrar for kind information of Registrar
8. Sr. Secretary to Director for kind information of Director

With the request to circulate the Conduct Rules amongst all the employees in the respective Department/Section

With the request to bring the Conduct Rules into the notice of all the members of the Association/Sangh

**NATIONAL INSTITUTE OF TECHNOLOGY  
(Under the M.H.R.D., Govt. of India)  
KURUKSHETRA - 136 119**

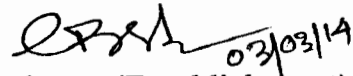
No.Estt-II/1146


Dated: 31/3/14

**NOTIFICATION**

It is notified that the Board of Governors in its 32<sup>nd</sup> meeting held on 03/01/2014 decided as under :

*"The Board approved the de-recognition of Non-teaching employees Krantiya Sangthan, NIT Kurukshetra."*

  
Dy. Registrar (Establishment)  
for Director

  
28/02/2014  
31/3/14

Copy to :

1. All Deans.
2. All Head of the Departments/Sections.
3. Chief Wardens/Deputy Chief Wardens/Wardens of all Hostels (Boys & Girls Hostels).
4. All Professor Incharge.
5. President/General Secretary, National Institute of Technology Kurukshetra Karamchari Sangh.
6. Controller of Examinations.
7. Coordinator, TEQIP.
8. Workshop Superintendent.
9. S.M.O., Health Centre.
10. President, Sports.
11. Librarian.
12. Security Officer.
13. Reception Office.
14. Pension Cell.
15. Sr. Secretary to Registrar for kind information of the Registrar.
16. Sr. Secretary to Director for kind information of the Director.

NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119.

No. Estt.-I/450/ 1795

Dated: March , 2014  
31

In pursuance of the BoG decision vide Agenda Item No. 32.16 (i) taken in the 32<sup>nd</sup> meeting of the BoG held on 3<sup>rd</sup> January, 2014, the Director is pleased to constitute the following Committee of the newly appointed faculty members to formulate the road map for implementation of the recommendations made in the Conference of the Directors of NITs convened by the Hon'ble President of India:

1.	Dr. V K Sehgal, Dean (P&D)	Chairman
2.	Dr. Neeraj Kaushik, Associate Professor, Business Admn. Deptt.	Member
3.	Dr. Manish Kumar Jha, Assistant Professor, Business Admn. Deptt.	Member
4.	Dr. Chetti Prabhakar, Assistant Professor, Chemistry Deptt.	Member
5.	Dr. Amilan Jose Devadoss, Assistant Professor, Chemistry Deptt.	Member
6.	Dr. Avijit Kumar Paul, Assistant Professor, Chemistry Deptt.	Member
7.	Dr. Chalak Hanuman Devidas, Assistant Professor, Civil Engg. Deptt.	Member
8.	Sh. Ajay Krishna Prabhakar, Assistant Professor, Civil Engg Deptt.	Member
9.	Dr. Ashutosh Kumar Singh, Professor, Computer Application Deptt.	Member
10.	Dr. Kapil, Assistant Professor, Computer Application Deptt.	Member
11.	Dr. Brij Bhooshan Gupta, Asstt. Professor (IT), Computer Engg Deptt.	Member
12.	Sh. Syed Taqi Ali Assistant Professor, Computer Engg Deptt.	Member
13.	Sh. Shashi Bhushan Singh, Assistant Professor, Electrical Engg Deptt.	Member
14.	Sh. Giribabu Dyanamina, Assistant Professor, Electrical Engg Deptt.	Member
15.	Dr. Sudhanshu Choudhary, Assistant Professor, ECE Deptt.	Member
16.	Sh. Ashutosh Nandi, Assistant Professor, ECE Deptt.	Member
17.	Dr.(Ms.) Shabnam, Assistant Professor, Humanities & SS Deptt.	Member
18.	Dr. Ashwani, Assistant Professor, Humanities & SS Deptt.	Member
19.	Dr. A S V Ravi Kanth, Associate Professor, Mathematics Deptt.	Member
20.	Dr. Naveen Kumar, Assistant Professor, Mathematics Deptt.	Member
21.	Sh. V S Nagendra Reddy B, Assistant Professor, Mech. Engg. Deptt .	Member
22.	Sh. Rajesh Kumar, Assistant Professor, Mech. Engg. Deptt .	Member
23.	Dr. C R Mariappan Assistant Professor, Physics Department	Member
24.	Dr. Yashashchandra Dwivedi, Assistant Professor, Physics Deptt.	Member

All concerned

Copy to:

1. Sr. Secretary to Director for kind information of the Hon'ble Director please.
2. Sr. Secretary to Registrar for record.

31/3/14  
(Shyam Narayan)  
Registrar

31/03/14

**Item 33.3 To consider payment of Retirement Gratuity to the employees of the Institute on the day of retirement.**

The issue of payment of Gratuity on the day of retirement of the employee was decided by the Board in its 27<sup>th</sup> meeting vide item No. 27.15 held on 13.03.2012 (Appendix – VI at page 20) as under:

"The Board decided that the Retirement Gratuity to the employees of the Institute be paid on the day of retirement only after the receipt of 'No Dues Certificates'".

The decision of the Board of Governors of paying the Retirement Gratuity only after the receipt of the 'No Dues Certificates' motivated the retiring staff members to vacate the Institute Accommodation at the earliest to enable them to get the payment of the Retirement Gratuity.

The Non-teaching Karamchari Sangh has demanded vide letter No. 2014 KS/ dated 14.02.2014 as Appendix – VII at page 21 that the full payment of Gratuity may be made to the retiree employee on the day of his superannuation.

The relevant rules for payment of Gratuity from the CCS (Pension) Rules, 1972 are as under:

**Recovery and adjustment of Government dues:**

**Rule-71 of CCS (Pension) Rules, 1972**

- (1) "It shall be the duty of the Head of Office to ascertain and assess Government dues payable by a Government servant due for retirement.
- (2) The Government dues as ascertained and assessed by the Head of Office which remain outstanding till the date of retirement of the Government servant, shall be adjusted against the amount of the [retirement gratuity] becoming payable.
- (3) The expression 'Government dues' includes –
  - (a) dues pertaining to Government accommodation including arrears of license fee [as well as damages (for the occupation of the Government accommodation beyond the permissible period after the date of retirement of allottee)], if any;
  - (b) dues other than those pertaining to Government accommodation, namely, balance of house building or conveyance or any other advance, overpayment of pay and allowances or leave salary and arrears of income tax deductible at source under the Income Tax Act, 1961 (43 of 1961)".

**RULE-72(5) & 72(8) OF CCS (PENSION) RULES, 1972:**

**RULE-72(5)**

"If, in any particular case, it is not possible for the Directorate of Estates to determine the outstanding license fee, that Directorate shall inform the Head of Office that [ten per cent of gratuity] may be withheld pending receipt of further information.

**RULE-72(8)**

On account of license fee or damages remaining unpaid after adjustment from the withheld amount of gratuity mentioned under sub-rule (5) above, may be ordered to be recovered by the Directorate of Estates through the concerned Accounts Officer from the Dearness Relief without the consent of the pensioners and in such cases no Dearness Relief shall be disbursed until full recovery of such dues has been made."

Rule 71 & 72(5) & 72(8) of CCS (Pension) Rules, 1972 are enclosed as Appendix – VIII from pages 22 to 23 .

It has been clarified by the Government of India, Ministry of Personnel, Public Grievances and Pensions, Department of Pension and Pensioners Welfare, New Delhi vide O.M. No.20/16/1998-P&PW(F) dated 19<sup>th</sup> February, 2013 and even O.M. dated 11<sup>th</sup> July, 2013 as Appendix – IX from pages 24 to 25 that there is no provision for withholding any part of gratuity at the time of retirement for the purpose of recovery of outstanding government dues other than those pertaining to government accommodation and the onus of timely collection of license fee is on the Directorate of Estates. If the Directorate of Estate does not specifically inform the Administrative Department of the outstanding dues and requests for withholding of 10% gratuity for the outstanding license fee, Gratuity cannot be withheld on this account. The only other circumstances under which gratuity can be withheld is in case of ongoing disciplinary proceedings against the Government servant. Thus the Pay and Accounts Officer shall not withhold any gratuity unless the Head of Office

- (a) encloses instructions received from Directorate of Estate for withholding of 10% gratuity for outstanding license fee or
- (b) informs of ongoing disciplinary proceedings.

In case the retired employee after getting all the retirement benefits does not vacate the Institute Accommodation and continue beyond the permissible period, penal rent is to be charged as per the House Allotment Rules.

The Board may consider and decide for implementing the above rules alongwith modification thereto, if any, in modification to the earlier decision of the BOG taken in the meeting held on 13/03/2012 vide item No. 27.15.

The matter is placed before the Board for consideration.

**NATIONAL INSTITUTE OF TECHNOLOGY,  
KURUKSHETRA-136119**

No. NITK/BOG 27<sup>th</sup>/ 18 31

Dated: 4/4/2012

**27.15 To consider payment of Retirement Gratuity to the employees of the Institute on the day of retirement.**

The Board of Governors of the Institute in their 27<sup>th</sup> meeting held on 13.03.2012 has decided as under:-

*"The Board decided that the Retirement Gratuity to the employees of the Institute be paid on the day of retirement only after the receipt of 'No Dues Certificates'".*

This is for your reference, record and further necessary action in the matter.

Encl: Agenda Item

*CRS/2*  
04/04/12  
Registrar(Incharge)

1. Deputy Registrar(Estt. GA & Legal)

राष्ट्रीय प्रौद्योगिकी संस्थान कर्मचारी संघ (रजि. व मान्य), कुरुक्षेत्र  
**NATIONAL INSTITUTE OF TECHNOLOGY KARAMCHARI SANGH**

(REG. & REC.) REGISTRATION NO. 58

**NATIONAL INSTITUTE OF TECHNOLOGY, KURUKSHETRA**

Fax No. 01744-238050, Email : sanghkaramchari@gmail.com

No. 2014 KS/ .....

Dated : .....

दिनांक- 14.02.2014

**SHIV RAJ CHAHAL**

President

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**SANJAY MEHTA**

Gen. Secretary

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Subash Reddu

Sushma Arora

Raj Kamal

Surender Kumar

B. Ravindra

Ved Meena

Ajay Kumar

Sushma Sharma

**SPECIAL INVITEE**

Vijay Kumar

Ranjit Singh

Jagir Das

Dharmvir

सेवा में,

डायरेक्टर महोदय जी,  
एन. आई.टी.,  
कुरुक्षेत्र।

**विषय:- Gratuity की Payment बारे।**

श्रीमान जी,

सविनय निवेदन यह है कि आपने संस्थान में Gratuity की राशि Retirement के उपरान्त मकान खाली करने पर जारी करने का आदेश BOG से पारित करवाया था, लेकिन इस नियम से Non-Teaching के कर्मचारियों में भारी रोष है। संस्थान के 51 वर्ष के इतिहास में शायद ही किसी कर्मचारी ने संस्थान द्वारा आवंटित मकान समय पर खाली नहीं किया होगा। सभी कर्मचारी समय पर मकान खाली करते हैं। अतः उनकी Gratuity की राशि उनकी Retirement पर संस्थान द्वारा प्रदान की जाए। जिससे समय पर अपने कार्य सुचारु ढंग से कर पाएं, क्योंकि Gratuity की राशि 16½ महीने की तनखाह के बराबर है। अतः आपसे पुनः प्रार्थना है कि इस Matter को Re-Consider किया जाए। आपकी अति कृपा होगी।

धन्यवाद

भवदीय,

*Shivraj Chahal*  
शिवराज चौहल  
प्रधान

*R*

*19/2/14*

*Sanjay Mehta*  
संजय मेहता  
महासचिव

*DR GA*

*5.2.*



rules which lay down the ceiling for provisional pension, is being used by them to pay less than hundred per cent of the admissible pension. The matter has been considered and it has been decided that even in cases covered by the above-mentioned rules, hundred per cent pension, which is otherwise admissible to the Government servants should be authorized as provisional pension, as in cases of normal retirement. No gratuity shall, however, be paid at this stage

[ G.I., M.F., O.M. No. 4 (1)-E. V (A)/78, dated the 28th February, 1978. ]

**(3) Revision of provisional pension sanctioned under Rule 69 of the CCS (Pension) Rules, 1972.**— The undersigned is directed to say that in pursuance of Government's decision on the recommendations of Sixth Pay Commission, orders for revision of pension of pre-2006 pensioners with effect from 1-1-2006 have been issued on 1-9-2008.

The following categories of pensioners were entitled to provisional pension as in the pre-2006 pay scale:—

- Employees suspended before 2006 and also retired before 1-1-2006.
- Employees suspended before 2006 but retired after 1-1-2006.
- Employees who retired before 1-1-2006 and against whom departmental / judicial proceedings were pending at the time of retirement.

It has been decided that in all the above cases, the provisional pension sanctioned under Rule 69 of CCS (Pension) Rules, 1972 will be revised in terms of this Department's O.M. No. 38/37/08-P&PW (A), dated the 1<sup>st</sup> September, 2008, as clarified / modified from time to time. An illustration regarding revision of provisional pension sanctioned under Rule 69 of CCS (Pension) Rules 1972 before 1-1-1996 is enclosed.

As regards revision of provisional pension in the case of employees who are drawing provisional pension in Fourth CPC scales, their provisional pension would be brought over to Fifth CPC and thereafter to the Sixth Central Pay Commission and their provisional pension would be revised in accordance with the instructions contained in DoP&PW, O.M. No. 38/37/08-P&PW (A), dated the 1<sup>st</sup> September, 2008 as clarified / modified from time to time.

This issues with the approval of Department of Expenditure, Ministry of Finance ID. No. 61/E.V/2013, dated the 4th January, 2013 and No. 214/E.V/2013, dated 16<sup>th</sup> January, 2013.

#### Illustration

#### Revision of Provisional Pension sanctioned under Rule 69 of CCS (Pension) Rules, 1972 before 1-1-1996

₹

- Pay Scale of a Government servant who retired on superannuation on 31-1-1994 ... 3,000-4,500

₹

- Basic Pay / Average Emoluments ... 3,500
- Provisional Pension with effect from 1-2-1994. 1,750
- Revised Pay - Scale with effect from 1-1-1996. 10,000-15,200
- Revised provisional pension with effect from 1-1-1996 [ As per O.M. No. 45/86/97-P&PW (A)-Part. II ] ... 5,265
- Revised Pay Band [ PB-3 ] + Grade Pay ... (15,600-39,100) + 6,600
- Revised Provisional Pension with effect from 1-1-2006 [ As per O.M. No. 38/37/08-P&PW (A), dated the 1<sup>st</sup> September, 2008 ] ... 11,900
- Revised Provisional Pension with effect from 24-9-2012 [ As per O.M. No. 38/37/08-P&PW (A), dated the 23<sup>rd</sup> January, 2013 ] ... 12,600

[ G.I., Dept. of Pen. & P.W., O.M. No. 38/6/2010-P&PW (A) (Pt.), dated the 18th March, 2013. ]

#### 70. Revision of pension after authorization

(1) Subject to the provisions of Rules 8 and 9, pension once authorized after final assessment shall not be revised to the disadvantage of the Government servant, unless such revision becomes necessary on account of detection of a clerical error subsequently:

Provided that no revision of pension to the disadvantage of the pensioner shall be ordered by the Head of Office without the concurrence of the Department of Personnel and Administrative Reforms if the clerical error is detected after a period of two years from the date of authorization of pension.

(2) For the purpose of sub-rule (1), the retired Government servant concerned shall be served with a notice by the Head of Office requiring him to refund the excess payment of pension within a period of two months from the date of receipt of notice by him.

(3) In case the Government servant fails to comply with the notice, the Head of Office shall, by order in writing, direct that such excess payment, shall be adjusted in instalments by short payments of pension in future, in one or more instalments, as the Head of Office may direct.

#### 71. Recovery and adjustment of Government dues

(1) It shall be the duty of the Head of Office to ascertain and assess Government dues payable by a Government servant due for retirement.

(2) The Government dues as ascertained and assessed by the Head of Office which remain outstanding till the date of retirement of the Government servant, shall be adjusted against the amount of the <sup>1</sup>[ retirement gratuity ] becoming payable.

(3) The expression 'Government dues' includes —

- (a) dues pertaining to Government accommodation including arrears of licence fee <sup>2</sup>[ as well as damages (for the occupation of the Government accommodation beyond the permissible period after the date of retirement of allottee) ], if any;
- (b) dues other than those pertaining to Government accommodation, namely, balance of house building or conveyance or any other advance, overpayment of pay and allowances or leave salary and arrears of income tax deductible at source under the Income Tax Act, 1961 (43 of 1961).

## 72. Adjustment and recovery of dues pertaining to Government accommodation

(1) The Directorate of Estates on receipt of intimation from the Head of Office under sub-rule (1) of Rule 57 regarding the issue of No Demand Certificate shall scrutinize its records and inform the Head of Office eight months before the date of retirement of the allottee, if any licence fee was recoverable from him in respect of the period prior to eight months of his retirement. If no intimation in regard to recovery of outstanding licence fee is received by the Head of Office by the stipulated date, it shall be presumed that no licence fee was recoverable from the allottee in respect of the period preceding eight months of his retirement.

(2) The Head of Office shall ensure that licence fee for the next eight months, that is up to the date of retirement of the allottee, is recovered every month from the pay and allowances of the allottee.

(3) Where the Directorate of Estates intimates the amount of licence fee recoverable in respect of the period mentioned in sub-rule (1), the Head of Office shall ensure that outstanding licence fee is recovered in instalments from the current pay and allowances of the allottee and where the entire amount is not recovered from the pay and allowances, the balance shall be recovered out of the gratuity before its payment is authorized.

(4) The Directorate of Estates shall also inform the Head of Office the amount of licence fee for the retention of Government accommodation for the permissible period of <sup>3</sup>[ four months ] beyond the date of retirement

1. Substituted by G.I., Dept. of P. & P.W., Notification No. 2/18/87-P & P.W.(PIC), dated the 20th July, 1988, published as S.O. No. 2388 in the Gazette of India, dated the 6th August, 1988.

2. Inserted by G.I., Dept. of P. & P.W., Notification No. F.No. 20/16/1998-P & P.W. (F), dated the 7th April, 2010, published as S.O. No. 829 (E) in the Gazette of India, dated the 12th April, 2010.

3. Substituted by G.I., Dept. of P. & P.W., Notification No. 42 (30)-P & P.W./89-E, dated the 22nd January, 1991, published as S.O. No. 409 in the Gazette of India, dated the 9th February, 1991.

of the allottee. The Head of Office shall adjust the amount of that licence fee from the amount of the gratuity together with the unrecovered licence fee, if any, mentioned in sub-rule (3).

(5) If, in any particular case, it is not possible for the Directorate of Estates to determine the outstanding licence fee, that Directorate shall inform the Head of Office that <sup>1</sup>[ ten per cent of gratuity ] may be withheld pending receipt of further information.

<sup>1</sup>[ (6) The recovery of licence fee (where it is not possible for the Directorate of Estates to determine the outstanding licence fee) as well as damages (for the occupation of the Government accommodation beyond the permissible period after the date of retirement of allottee) shall be the responsibility of the Directorate of Estates and the withheld amount of gratuity under sub-rule (5) above, the retiring Government employees, who are in occupation of Government accommodation, shall be paid immediately on production of "No Demand Certificate" from the Directorate of Estates after actual vacation of the Government accommodation;

(7) The Directorate of Estates shall ensure that "No Demand Certificate" shall be given to the Government employee within a period of fourteen days from the actual date of vacation of the Government accommodation and the allottee shall be entitled to payment of interest (at the rate applicable to General Provident Fund deposit determined from time to time by the Government of India) on the excess withheld amount of gratuity which is required to be refunded, after adjusting the arrears of licence fee and damages, if any, payable by the allottee and the interest shall be payable by the Directorate of Estates through the concerned Accounts Officer of the Government employee from the actual date of vacation of the Government accommodation up to the date of refund of excess withheld amount of gratuity;

(8) On account of licence fee or damages remaining unpaid after adjustment from the withheld amount of gratuity mentioned under sub-rule (5) above, may be ordered to be recovered by the Directorate of Estates through the concerned Accounts Officer from the Dearness Relief without the consent of the pensioners and in such cases no Dearness Relief shall be disbursed until full recovery of such dues has been made. ]

NOTE. — For the purpose of this rule, the licence fee shall also include any other charges payable by the allottee for any damage or loss caused by him to the accommodation or its fittings.

## GOVERNMENT OF INDIA'S DECISION

Issue of 'No Demand Certificate'.— See Government of India's Decisions below Rule 57.

1. Substituted by G.I., Dept. of Pension and P.W., Notification No. F. No. 20/16/1998-P & P.W. (F), dated the 7th April, 2010, published as S.O. No. 829 (E) in the Gazette of India, dated the 12th April, 2010.

No.20/16/1998-P&PW (F)  
Government of India  
Ministry of Personnel Public Grievances and Pensions  
Department of Pension and Pensioners Welfare  
\*\*\*\*\*

3<sup>rd</sup> Floor, Lok Nayak Bhawan,  
Khan Market, New Delhi-110 003  
Dated the 19<sup>th</sup> February 2013.

**OFFICE MEMORANDUM**

**Subject:** Withholding of 10% gratuity from the retiring Government servants –  
clarification regarding.

The undersigned is directed to say that this Department has been receiving representations from individuals and Pensioners Associations that Government Departments have been withholding 10% of the amount of gratuity from each retirees even when they had not been provided any Government accommodation.

2 The recovery and adjustment of Govt. dues from retirement gratuity is regulated under Rules 71 to 73 of the CCS (Pension) Rules, 1972. Rule (1) to (3) of Rule 72 ibid provide for recovery of actual amount of Govt. dues in respect of Govt. accommodation from pay & allowances before retirement and from Retirement Gratuity. Sub rule (5) of Rule 72 ibid stipulates that if, in any particular case, it is not possible for the Directorate of Estates to determine the outstanding licence fee, that Directorate shall inform the Head of Office that ten per cent of gratuity may be withheld pending receipt of further information. The withheld amount of gratuity is to be paid back to government servant immediately on production of 'No Demand Certificate' (NDC) from Dte of Estates. Thus, if no 'Govt. dues' in respect of Govt. accommodation are outstanding then the rules do not provide for withholding of any part of the gratuity on retirement of the Govt. servant. If no Government accommodation is allotted to a Government servant, in accordance with Dte of Estate's OM No.18011/5/1990-Pol-III dated 12.10.2010, it is for the Administrative Ministry to issue an 'NDC'.

3. As regards recovery in respect of 'Govt. dues' other than those pertaining to Govt. accommodation, the Head of Office is required to complete assessment of such dues eight months prior to the date of retirement [Rule 73(2)]. The actual amount of such dues and the dues which come to the notice subsequently and remaining outstanding are to be adjusted against the amount of retirement gratuity becoming payable to the Govt. servant on retirement. Thus, there is no provision for withholding any part of gratuity for the purpose of recovery of outstanding government dues other than those pertaining to government accommodation.

  
(Tripti P. Ghosh)  
Director  
TEL: 24624802

To,

1 All Ministries/Departments of the Government of India as per standard distribution list and in particular, Ministry of Agriculture etc. are requested to take into consideration the above rule position.

2. Copy to President's Secretariat, Vice President's Secretariat, Prime Minister's Office, Cabinet Secretariat, Supreme Court of India, C&AG, UPSC, etc. as per standard endorsement list.

No.20/16/1998-P&PW (F)  
Government of India  
Ministry of Personnel Public Grievances and Pensions  
Department of Pension and Pensioners Welfare

\*\*\*\*\*

3<sup>rd</sup> Floor, Lok Nayak Bhawan,  
Khan Market, New Delhi-110 003  
Dated the 11<sup>th</sup> July, 2013.

**OFFICE MEMORANDUM**

Subject: Withholding of 10% gratuity from the retiring Government servants –  
clarification regarding.

The undersigned is directed to refer to this Department's OM of even number dated the 19<sup>th</sup> February 2013 on the above cited subject and to say that this Department is still receiving representations from individuals and Pensioners Associations that Government Departments have been withholding 10% of the amount of gratuity from retirees even when they had not been provided any Government accommodation. This is in contravention of existing instructions.

2 The recovery and adjustment of Govt. dues from retirement gratuity is regulated under Rules 71 to 73 of the CCS (Pension) Rules, 1972. Rule (1) to (3) of Rule 72 ibid provide for recovery of actual amount of Govt. dues in respect of Govt. accommodation from pay & allowances before retirement and from Retirement Gratuity. Sub rule (5) of Rule 72 ibid stipulates that if, in any particular case, it is not possible for the Directorate of Estates to determine the outstanding licence fee, that Directorate shall inform the Head of Office that ten per cent of gratuity may be withheld pending receipt of further information. Further, if no Government accommodation is allotted to a Government servant, in accordance with Dte of Estate's OM No.18011/5/1990-Pol-III dated 12.10.2010, it is for the Administrative Ministry to issue an 'NDC'.

3. As regards recovery in respect of 'Govt. dues' other than those pertaining to Govt. accommodation, the Head of Office is required to complete assessment of such dues eight months prior to the date of retirement [Rule 73(2)]. The actual amount of such dues and the dues which come to notice subsequently and remain outstanding are to be adjusted against the amount of retirement gratuity becoming payable to the Govt. servant on retirement.


4. It is, therefore, clear that there is no provision for withholding any part of gratuity at the time of retirement for the purpose of recovery of outstanding government dues other than those pertaining to government accommodation and the onus of timely collection of license fee is on the Directorate of Estates. If the Directorate of Estate does not specifically inform the Administrative Department of the outstanding dues and requests for withholding of 10% gratuity for the outstanding license fee, Gratuity cannot be withheld on this account. The only other circumstance under which gratuity can be withheld is in case of ongoing disciplinary proceedings against the Government servant. Thus the Pay and Accounts Officer shall not withhold any gratuity unless the Head of Office

(a) encloses instructions received from Directorate of Estate for withholding of 10% gratuity for outstanding license fee or

(b) Informs of ongoing disciplinary proceedings.

These instructions are for strict compliance of all Administrative Ministries/ Departments.

5. A revised FORM 8 – form of letter to the Accounts Officer forwarding the pension papers of Government servant is also enclosed. Formal amendment in the CCS(Pension) Rules for revised Form 8 will be notified later.

  
(Tripti P. Ghosh)  
Director (PP)  
TEL: 24624802

To,  
1 All Ministries/Departments of the Government of India as per standard distribution list.

2. Copy to President's Secretariat, Vice President's Secretariat, Prime Minister's Office, Cabinet Secretariat, Supreme Court of India, C&AG, IIPSC, etc. as per standard distribution list.

**Item 33.4 To consider the CBI Reports dated 08.01.2014 regarding Regular Departmental action for Major Penalty against Dr. H.K. Sharma, Professor, Department of Civil Engineering, NIT, Kurukshetra.**

The CVO, AICTE, New Delhi has sent a letter No.5-20/CVO/AICTE/2012/SSASIT/625 dated 10.02.2014 (Copy enclosed as Appendix – X at page 27) with reference to FIR registered by CBI, Gandhinagar vide No.RC 0292012A003-GNR dated 20.01.2012 in the case of Shree Swami Atmanand Saraswati Institute of Technology at Surat. CBI has made investigation in the case and submitted its report vide letter No.CR/III/0292012A003/GNR/172 dated 08.01.2014 accusing among others Dr. H.K. Sharma, Professor, Department of Civil Engineering, NIT, Kurukshetra.

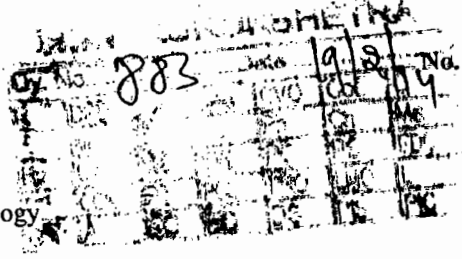
CBI in its report has recommended for initiating Regular Department Action (RDA) for Major Penalty against Dr. H.K. Sharma. Board of Governors being a disciplinary authority in case of Dr. H.K. Sharma, a regular officer of this Institute, the CBI has requested to kindly take necessary disciplinary action for RDA against Dr. H.K. Sharma as per rules of the Institute based on the CBI Report. CBI has further requested to intimate the action taken on the CBI Report.

A copy of the request from SP, CBI, Gandhinagar in the above case is enclosed as (Appendix – XI from page 28 to 29) for necessary action.

The matter is placed before the Board for consideration and decision.



**अखिल भारतीय तकनीकी शिक्षा परिषद-X**  
**ALL INDIA COUNCIL FOR TECHNICAL EDUCATION**  
(भारत सरकार का एक सांविधिक निकाय) (A STATUTORY BODY OF THE GOVT. OF INDIA)



No. 5-20/CVO/AICTE/2012/SSASIT /625  
10.02.2014

To,

✓ The Director  
National Institute of Technology  
Kurukshetra

Subject: - CBI Report in RC0292012A003-GNR in case related to Shree Swami Atmanand Saraswati Institute of Technology at Surat.

Sir,

This is with reference to CBI Report of Superintendent of Police, CBI, SPE DIVN: Gandhinagar vide letter No. CR/III/0292012A003/GNR/172 dated 08.01.2014 (copy enclosed) in respect of FIR registered by CBI, Gandhinagar vide No. RC 0292012A003-GNR on 20.01.2012 in the matter of **Shree Swami Atmanand Saraswati Institute of Technology** at Surat against Dr. H.K. Sharma who is a regular employee of your organization. The CBI in its report has recommended to initiating Regular Department Action (RDA) for Major Penalty against Dr. H.K. Sharma.

18/1  
Being a disciplinary authority in case of Dr. H.K. Sharma, a regular officer of your organization, you are requested to kindly take necessary disciplinary action for RDA against Dr. H.K. Sharma as per rules of your organization based on the CBI Report.

A copy of the CBI Report is being forwarded herewith to your office for necessary action at your end. The CBI in its letter dated 08.01.2014 has quoted "the CBI Report may please be treated as "Confidential Document" and no reference to it may be made in the charge or the statement of allegations issued to the delinquent official. In case of disclosure under RTI Act, U/sec 8(1)(g), 8(1)(h), approval of CBI, should be sought as per provisions before parting with any information".

14/1  
CBI has further requested to intimate the action taken on the CBI Report, therefore, it is requested that action taken report may please be sent to CBI directly. Also all original documents are in the safe custody of CBI and if any information/document further requested, CBI may be requested accordingly.

Thanking you,

18/2/14  
for n.a. p. 18/2/14

urgent  
DRGA  
For n.a. p.  
18/2/14

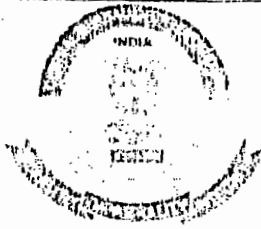
Yours sincerely,  
P. P. Bhirud  
10-2-14  
(Dr. S.G. Bhirud)  
CVO

Copy to: -

1. Head of Branch, CBI, SPE, Sector 10-A, Opp. St. Xaviers School, Near CH-3 Circle, Gandhinagar (Gujarat)
2. Under Secretary (Vigilance), MHRD, Shastri Bhawan, New Delhi
3. Secretary, Central Vigilance Commission, Satarakta Bhawan, A-Block, I.N.A, New Delhi

PB-2014/Letter/6





OFFICE OF THE SUPERINTENDENT OF POLICE  
CENTRAL BUREAU OF INVESTIGATION  
SECTOR 10-A, OPP. ST. XAVIER'S SCHOOL,  
GANDHINAGAR

☎ 079-23233188 / Fax 23238402.

No. CR/III/0292012A003/GNR/ 172

Date: -08/01/2014

To,

The Chief Vigilance Officer,  
All India Council for Technical Education,  
New Delhi.

11 Jan 14

Sub: - Forwarding of CBI Report in RC 0292012A003-GNR

Sir,

- 1) I am forwarding herewith a set of CBI Report which gives the facts of the above cited case, the allegations and the result of investigation.
- 2) The report will show that there is sufficient material for launching Regular Departmental Action for major Penalty against (i) Dr. H.K. Sharma, Professor, National Institute of Technology, Kurukshetra (II) Dr. Satnam Singh, Associate Professor, Thapar University, Patiala (III) Dr. C.G. Sarvan, Professor, Dept. of Mech. Engg. Annamalai University (IV) Dr. V.K. Kholi, the then Assistant Director of AICTE, New Delhi. The calendars of evidence both oral and documentary are enclosed herewith.
- 3) The CBI Report sent herewith may please be treated as "Confidential Document" and no reference to it may be made in the charge or the statement of allegations issued to the delinquent official. In case of disclosure under RTI Act, U/sec 8(1)(g), 8(1)(h), approval of CBI, should be sought as per provisions before parting with any information.
- 4) The calendar of evidence both oral and documentary, list of witnesses and documents are enclosed herewith.
- 5) It is intimated that the statement of witnesses recorded under section 161 Cr. PC are being furnished which are not to be cited as relied upon documents in the departmental enquiry.

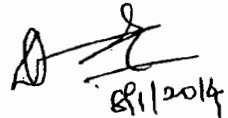
16-1-14  
DD (15) Cmt (v)  
13/1/14

6) The Disciplinary Authority may appoint their own Presenting Officer to conduct the enquiry.

7). The result of the departmental action may kindly be communicated to this office, in due course.

Please acknowledge the receipt

Yours faithfully,



(Deepak M. Damor)  
SUPERINTENDENT OF POLICE  
CBI:SPE DIVN: GANDHINAGAR

Copy to The Head of Zone, CBI, Mumbai Zone, Mumbai.



**Item 33.5 To consider the letter dated 20.02.2014 received from some purported employees of NIT Kurukshetra stating violation of the NIT Act 2007 & the First Statutes of the NITs by the BOG of the NIT Kurukshetra.**

As per decision of the Board taken in its 31<sup>st</sup> meeting held on 22.08.2013 the Institute constituted the following committee vide letter No. Gen.-I/3755/8730 dated 03.10.2013 to draft the conduct rules for the employees of the Institute:-

1. Dean(FW)
2. Dean(R&C)
3. Dean(Acad.)
4. Dr. Umesh Ghanker
5. Registrar

The Committee drafted the conduct rules for the employees of the Institute. The recommendations of the committee was placed before the Board in its 32<sup>nd</sup> meeting held on 03.01.2014. The Board decided as under:

*"The Board approved the proposed 'Conduct Rules' for the employees of the Institute"*

To comply with the above decision of the Board, the Institute circulated a Notification No. Gen.-I/3865/731 dated 10.2.2014 for implementation the Conduct Rules with immediate effect.

A letter dated 20.02.2014 received from some purported employees of NIT Kurukshetra viz Sh. R.S. Singh, Sh. V. Kumar, Sh. S. Singh, Sh. D. Gaur, Sh. M. Goel, Sh. V. Mittal under their signatures addressed to Dr. A. Sivathanu Pillai, Chairperson, BOG, NIT Kurukshetra with a copy to the President of India, New Delhi (copy enclosed as Appendix – XII from page 32 to 33 ) vide which they have appealed to stay the Notification No. Gen.-I/3865/731 dated 10.2.2014 of the Institute regarding implementation of the 'Conduct Rules' with immediate effect and review the decision of the BOG. None of the purported employees have mentioned their designation.

The signatures on the complaints were verified from signatures on the documents in the personal files of the NIT Kurukshetra employees with similar names and/or initials. On verification, it has been noticed that the signatures of the above named complainants do not match with the signatures

available in the records in the respective personal file. So, the signatures on the complaints seem to be fake.

It is pertinent to mention here that as per Statute No. 24 (v) of the First Statutes of the NITs, *"The employees of the Institute shall be governed by the Central Civil Services (Conduct) Rules, 1964"*.

Further, as per the Statute No.25 of the First Statutes of the NITs, *"The code of conduct for employees shall be made by each Institute in consultation with the Central Government"*.

Accordingly, the 'Conduct Rules' for the employees of the Institute were drafted by the Committee, considered and approved by the Board.

As per the instruction of the Hon'ble Chairperson BOG, the legal expert (Institute Counsel in the Hon'ble Punjab & Haryana High Court) was consulted. In the legal opinion it is mentioned that:

*....." framing of Conduct Rules for Employees of NIT, Kurukshetra by BOG and its implementation does not amount to making new Statute or amendment of previous Statute or as to require previous assent of the Visitor as envisaged under section 26 of NIT Act, 2007.*

*Clause 25 of First Statutes clearly provides that the Code of Conduct for the employees shall be made by each Institute in consultation with the Central Government. The NIT, Kurukshetra has framed Conduct Rules as envisaged by First Statutes itself, the only requirement is that the Conduct Rules are to be framed by the NIT in consultation with the Central Govt., this is neither framing of new Statute nor amendment of earlier statute so no previous assent of Visitor is required for implementation of Conduct Rules framed by NIT, Kurukshetra" (copy enclosed as Appendix – XIII at page 34 ).*

The letter and the issue in question is placed before the Board for rejecting to enable the Institute to strictly implement the 'Conduct Rules' in letter and in spirit as approved by the BOG in its 32<sup>nd</sup> meeting held on 03.01.2014.

APPENDIX-XII

To  
Dr. A. Sivathanu Pillai  
Chairperson, BOG, NIT Kurukshetra  
16, Cariappa Marg, Kirby Place  
Delhi Cantt., New Delhi

Dated 20.02.2014

**Sub.:** Violation of the NIT Act 2007 & the First Statutes of the NIT by the BOG of the NIT Kurukshetra.

**Ref.:** Notification No.Gen.-I/3865/731 dated 10.02.2014 of the NIT Kurukshetra regarding implementation of the 'Conduct Rules'.

Sir,

This is in reference to the Notification No.Gen.-I/3865/731 dated 10.02.2014 referenced above regarding implementation of the 'Conduct Rules' in the NIT Kurukshetra with immediate effect.

The BOG of the NIT Kurukshetra at its 32<sup>nd</sup> meeting held on 03.01.2014 has approved these 'Conduct Rules'.

Prior to the above referenced notification, the employees of the institute were governed by the Central Civil Services (Conduct) Rules, 1964 under the First Statutes No.24 since 23<sup>rd</sup> April, 2009.

Each employee of the NIT Kurukshetra is a citizen of India. Most of the rules/sub-rules of the 'Conduct Rules' approved by the BOG are violation of the fundamental Rights granted by the Constitution of India to its citizen.

Basically, the resolution of the Board regarding the 'Conduct Rules' for the employees of the Institute itself is sheer violation of the NIT Act 2007 & the First Statutes of the NITs and also, has no validity unless it has been assented to by the Visitor; and hence, the employees of the institute are still governed by the Central Civil Services (Conduct) Rules, 1964 under the First Statutes No.24.

In this regard, following are our submissions.

1. It looks that these 'Conduct Rules' approved by the BOG of the NIT Kurukshetra at its 32<sup>nd</sup> meeting held on 03.01.2014 are framed intentionally and deliberately to snatch away the basic rights of the employees of the NIT Kurukshetra; and have not been vetted by a legal expert before approval of the Board reasons best known to the members of the committee who prepared these Conduct Rules.
2. The Registrar of the NIT Kurukshetra who is custodian of the records, etc. was one of the members of the committee constituted by the BOG to draft the Conduct Rules.
3. The NIT Kurukshetra is one of the Institutions of National Importance; and is governed by the NIT Act 2007, the Statutes and the Ordinances.
4. The NIT Act 2007 and the First Statutes of the NITs came into force after these were assented by the Hon'ble President of India.
5. Since the day (23<sup>rd</sup> April, 2009), the First Statutes of the National Institutes of Technology came into force, the employees of the institute are governed by the Central Civil Services (Conduct) Rules, 1964 under the First Statutes No.24.

①  
rectr NIT

②  
Registrar

il bring it for  
discussin in the next BOG  
Also. Consult legal experts.

24/3/14

For w.c. pl.

IFALCS  
may be see the  
relevant rules

DRGA

2  
04/03/14

6. As per the sub-sections (2) of the Section 26 of the NIT Act 2007, the Board may make new or additional Statutes or may amend or repeal the Statutes in the manner provided in the Section 26 of the NIT Act 2007.
7. The relevant section/part of the NIT Act 2007 and the First Statutes are given below for your ready reference.

➤ **The Section 26 of the NIT Act 2007 -----**

'26.(1) The first Statutes of each Institute shall be framed by the Central Government with the prior approval of the Visitor and a copy of the same shall be laid as soon as may be before each House of Parliament.

(2) The Board may, from time to time, make new or additional Statutes or may amend or repeal the Statutes in the manner provided in this section.

(3) Every new Statute or addition to the Statutes or any amendment or repeal of Statutes shall require the previous approval of the Visitor who may grant assent or withhold assent or remit it to the Board for consideration

(4) A new Statute or a Statute amending or repealing an existing Statute shall have no validity unless it has been assented to by the Visitor.

➤ **The First Statutes of the National Institutes of Technology -----**

[The First Statutes No.24 of the First Statutes of the National Institutes of Technology is about the General Terms and Conditions of Service of Permanent Employees of the NITs.]

The General Terms and Conditions listed at Sr.No.(v) under the First Statutes No.24 states as under.

**'(v) The employees of the Institute shall be governed by the Central Civil Services (Conduct) Rules, 1964.'**

In the light of the above submissions, it is an appeal to you to stay the Notification No.Gen.-I/3865/731 dated 10.02.2014 of the NIT Kurukshetra regarding implementation of the 'Conduct Rules' with immediate effect and review the decision of the BOG in this regard without delay.

Thanks.

Yours truly



(R. S. Singh)



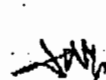
(V. Kumar)



(S. Singh)



(D. Gaur)



(M. Goel)



(V. Mithal)

Employees of the NIT Kurukshetra

Copy to: President of India, New Delhi.

LEGAL OPINION

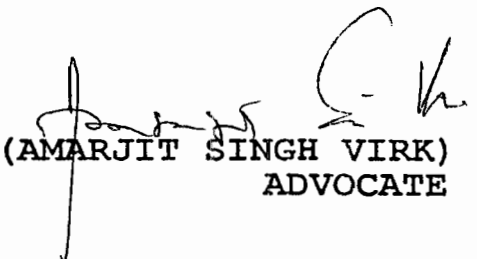
I have gone through the letter dt. 20.02.2014 addressed to Dr. A. Sivathanu Pillai, Chairperson BOG, NITK regarding implementation of Conduct Rules framed by NITK, without the prior assent of The Visitor in terms of Section 26 of NIT Act, 2007.

Section 26 of NIT Act provides that BOG of each NIT is empowered to make new Statute or may amend/repeal Statutes after First Statutes which was framed by Central Govt., but the same shall require previous approval of the Visitor and the same shall have no validity unless it has been assented by the Visitor.

In my considered opinion framing of Conduct Rules for Employees of NITK by BOG and its implementation does not amount to making new Statute or amendment of previous Statute so as to require previous assent of the Visitor as envisaged under section 26 of NIT Act, 2007.

Clause 25 of First Statutes clearly provides that the Code of Conduct for the employees shall be made by each Institute in consultation with the Central Govt. The NITK has framed Conduct Rules as envisaged by First Statutes itself, the only requirement is that the Conduct Rules are to be framed by the NIT in consultation with the Central Govt., this is neither framing of new Statute nor amendment of earlier statute so no previous assent of Visitor is required for implementation of Conduct Rules framed by NITK.

CHANDIGARH  
April 27, 2014

  
(AMARJIT SINGH VIRK)  
ADVOCATE

**Item 33.6 To consider the letter dated 15.02.2014 received from NIT Kurukshetra Teachers Association regarding the 'Conduct Rules' for the employees of the Institute**

The NIT Kurukshetra Teachers Association vide their letter dated 15.02.2014 (copy enclosed as Appendix – XIV at page 36 ) have conveyed the minutes of the emergent General Body Meeting of NITKTA held on 14.02.2014. The General Body Meeting held on 14.02.2014 condemned the Conduct Rules (circulated vide notification No. Gen.-I/3865/731 dated 10.02.2014), resolved that these Conduct Rules be withdrawn with immediate effect and no member of NITKTA shall mark his/her attendance.

As per decision of the Board taken in its 31<sup>st</sup> meeting held on 22.08.2013, the Institute constituted a committee to draft the 'Conduct Rules' for the employees of the Institute. The recommendations of the committee was approved by the Board in its 32<sup>nd</sup> meeting held on 03.01.2014. Accordingly, the Institute circulated a Notification No. Gen.-I/3865/731 dated 10.2.2014 for implementation the 'Conduct Rules' for the employees of the Institute with immediate effect.

It is pertinent to mention here that as per Statute No. 24 (v) of the First Statutes of the NITs, "The employees of the Institute shall be governed by the Central Civil Services (Conduct) Rules, 1964".

Further, as per the Statute No.25 of the First Statutes of the NITs, "The code of conduct for employees shall be made by each Institute in consultation with the Central Government".

Accordingly, the 'Conduct Rules' for the employees of the Institute were drafted by the Committee, considered and approved by the Board.

The Clause 18 of the "Conduct Rules" is on "Duties of the Employees" and its sub-clause (1) reads as "An employee will be required to mark his attendance in his respective department/section during first and last working hour of the office. An employee shall be required to observe the scheduled hours of work, during which he/she must be present at the place of his/her duty. Also, during office hours he/she cannot participate in any activity other then assigned to him officially".

The matter is placed before the Board for consideration and decision.



**National Institute of Technology Kurukshetra**  
**Teachers Association**

**National Institute of Technology Kurukshetra**  
Kurukshetra 136119 Haryana INDIA

Email : [nitkta@gmail.com](mailto:nitkta@gmail.com)

Phone : +91 1744233519 (O)

Mobile: +91 9416481781, +91 9215750269

**President**

Dr Vikas Choudhary

**Vice-President**

Er Vikas Mittal

**General Secretary**

Dr Vinod Mittal

**Joint Secretary**

Dr Praveen Agarwal

**Executive Members**

Dr Baldev Setia

Dr Saurabh Chanana

Er Karan Sharma

Dr Yogesh Aggarwal

Er Virender Ranga

Sh Prakash Chand

Sh Sandeep Santosh

Dr Dixit Garg

Dr J K Kapoor

Dr J K Quamara

Dr R S Bhatia

NITKTA/Minutes/ Emergent GBM 01

Dated: 15.02.2014

An Emergent General Body Meeting of the NITKTA was held on 14/02/2014 on the issue of Conduct Rules at 4:35 PM. The minutes of the meeting are as under:

1. The House Condemns the Conduct Rules circulated vide Notification No Gen-I/3865/731 dated 10/02/2014.
- ✓ 2. The House further resolved that above conduct rules be withdrawn with immediate effect.
- ✓ 3. The House resolved that no member of NITKTA shall mark his/her attendance.
4. The House further resolved that a copy of the minutes may be sent to the Chairman, Board of Governors, NIT Kurukshetra (with explanations).

The House confirmed the minutes of the Emergent General Body Meeting.

General Secretary

Copy to:

1. All the members of NITKTA through Heads and also by email.
- ✓ 2. Senior Secretary to the Director for the kind information of the Director

'R'

Bog Agarwal  
17/2/14

**Item 33.7 To consider the letter dated 30.04.2014 received from Karamchari Sangh, NIT Kurukshetra regarding the attendance system of the Non-teaching employees of the Institute.**

The Karamchari Sangh of NIT Kurukshetra vide their letter received on 30.04.2014 (copy enclosed as Appendix – XV at page 38 ) have requested to allow the Non-teaching employees to mark their attendance in the morning officer hours only. They have ensured that each and every non-teaching employees will abide by the other Conduct Rules notified by the Institute.

As per decision of the Board taken in its 31<sup>st</sup> meeting held on 22.08.2013, the Institute constituted a committee to draft the 'Conduct Rules' for the employees of the Institute. The recommendations of the committee was approved by the Board in its 32<sup>nd</sup> meeting held on 03.01.2014. Accordingly, the Institute circulated a Notification No. Gen.-I/3865/731 dated 10.2.2014 for implementation the 'Conduct Rules' for the employees of the Institute with immediate effect.

The Clause 18 of the "Conduct Rules" is on "Duties of the Employees" and its sub-clause (1) reads as *"An employee will be required to mark his attendance in his respective department/section during first and last working hour of the office. An employee shall be required to observe the scheduled hours of work, during which he/she must be present at the place of his/her duty. Also, during office hours he/she cannot participate in any activity other then assigned to him officially".*

The matter is placed before the board for consideration and decision.



राष्ट्रीय प्रौद्योगिकी संस्थान कर्मचारी संघ (रजि. व मान्य), कुरुक्षेत्र  
**NATIONAL INSTITUTE OF TECHNOLOGY KARAMCHARI SANGH**

(REG. & REC.) REGISTRATION NO. 58

NATIONAL INSTITUTE OF TECHNOLOGY, KURUKSHETRA

Fax No. 01744-238050, Email : sanghkaramchari@gmail.com

No. 2014 KS/ 01

Dated :

SHIV RAJ CHAHAL

President

+91-9802048224

SANJAY MEHTA

Gen. Secretary

+91-9896246031

R. K. MEENA

Sr. Vice President

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AJAY KUMAR

Vice President

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HAM LAL JANGRA

Joint Secretary

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ASVINDER SINGH

Cashier

+91-9050201122

SUNIL KUMAR

Press Secretary

+91-9671342791

To

The Director  
National Institute of Technology  
Kurukshetra

**Subject: Marking attendance in the morning and evening office hours.**

Sir,

The Conduct Rules notified by the Institute requires marking attendance in the morning and evening office hours by the employees of the Institute.

In this connection it is submitted that since the inception of the Institute i.e. since last 51 years, the non-teaching employees are marking their attendance in the morning office hours. Therefore, you are requested to allow the Non-teaching employees to mark their attendance in the morning office hours only. However, it is made ensured that each and every non-teaching employees will abide by the other Conduct Rules notified by the Institute.

Thanking you anticipation

Yours faithfully,

President  
Karamchari Sangh  
NIT Kurukshetra

General Secretary,  
Karamchari Sangh  
NIT Kurukshetra

C MEMBERS

Subash Reddu

Sushma Arora

Raj Kamal

Surender Kumar

B. Ravindra

ved Meena

jay Kumar

Sushma Sharma

SPECIAL INVITEE

Jijay Kumar

Ranjit Singh

agir Das

armvir

**Item 33.8 To consider and approve the Amended House Allotment Rules of National Institute of Technology, Kurukshetra.**

Existing House Allotment Rules (HAR) are based on the designation of the employees, e.g. Professors, Associate Professors, Assistant Professors, Assistant Registrar, Store Officer, etc. as in **Schedule-I(A) - Teachers & Officers Houses** and **Schedule-I(B) - Non-Teaching employees Houses** of the HAR. There are five categories of the houses for **Teachers & Officers**, viz A, B, C, D & TF as well as three categories for **Non-Teaching** employees viz – E, F & G. Category 'A' house is reserved for the Director. The other categories of houses are further sub-categorized into BA, BB(SS), BB(DS), BC, CA, CB(SS), CB(DS), CC, DA, AD(A), AD(B), DBL, DBU, TF, EL, EU, FL, FU & MFL based on plinth area of the house.

As the newly constructed houses of Professor & Associate Professor are having different plinth areas as compared to respective existing sub-categories of the house for that designation/rank. Thus, it necessitates to introduce another sub-categories in that category of the house. **Therefore, new sub-categories BT & CT are required to be introduced in the HAR.**

Further, as pointed out above that existing HAR are based on the designations of the employees. Due to restructuring many designations such as Selection Grade Lecturer, Estate Officer, Store Officer, Lecturer Physical Education, Director of Sports, etc. have been either renamed or dropped. **Thus, the new designations along with equivalent Grade Pay Officers are to be incorporated in the HAR.**

The above cited reasons necessitated to modify the existing HAR. In this regard, a committee was constituted by the Hon'ble Director to make suitable modifications in the existing House Allotment Rules of the Institute. The recommendations of the Committee duly approved by the Hon'ble Director are enclosed as Appendix – XVI from page 40 to 56.

The salient features of the modified HAR are as under:

1. New Rules are based on grade pay only, rather than designations.
2. The basic structure such as no. of clauses of the modified HAR is same as that of existing HAR.
3. Only some of the clauses have been modified.

The comparison of existing and proposed HAR is shown in Appendix – XVII from page 57 to 70. The modified clauses are highlighted.

The Board may consider and approve the amended House Allotment Rules of the Institute.

## HOUSE ALLOTMENT RULES COMPARISON

BETWEEN NEW &amp; OLD

OLD HOUSE ALLOTMENT RULES			NEW HOUSE ALLOTMENT RULES		
APPLICABILITY	Clause-1	These Rules shall govern the allotment of houses to the employees of the Institute.	APPLICABILITY	Clause-1	These Rules shall govern the allotment of houses to the employees of the Institute.
DEFINITIONS	Clause-2	In these Rules unless the context otherwise requires:-	DEFINITIONS	Clause-2	In these Rules unless the context otherwise requires:-
		i) "INSTITUTE" means the National Institute of Technology, Kurukshetra.			i) "INSTITUTE" means the National Institute of Technology, Kurukshetra.
		ii) "DIRECTOR" means the Director of the Institute.			ii) "DIRECTOR" means the Director of the Institute.
		iii) "EMPLOYEE" means an employee of NIT, Kurukshetra.			iii) "EMPLOYEE" means an employee of NIT, Kurukshetra.
		iv) "HOUSE" means a Residential house of NIT, Kurukshetra.			iv) "HOUSE" means a Residential house of NIT, Kurukshetra.
		v) "ALLOTTEE" means an employee to whom a house has been allotted.			v) "ALLOTTEE" means an employee to whom a house has been allotted.
		vi) "FAMILY" means the spouse, children, parents, brothers & sisters dependent on, and residing with the allottee.			vi) "FAMILY" means the spouse, children, parents, brothers & sisters dependent on, and residing with the allottee.
		vii) "SENIORITY" means seniority of an employee for the purpose of allotment of a house as decided under these rules.			vii) "SENIORITY" means seniority of an employee for the purpose of allotment of a house as decided under these rules.
		viii) "PAY" means the sum of Basic Pay and Grade Pay in Pay Band (PB) of an allottee.			viii) "PAY" means the sum of Basic Pay and Grade Pay in Pay Band (PB) of an allottee.
		ix) "LICENCE FEE" means the amount payable by the allottee as licence fee for a house allotted to him/her under these rules exclusive of fan, water and other charges.			ix) "LICENCE FEE" means the amount payable by the allottee as licence fee for a house allotted to him/her under these rules exclusive of fan, water and other charges.
		x) "PENAL RENT" means the licence fee charged from an unauthorized occupant as per Clause-19.			x) "PENAL RENT" means the licence fee charged from an unauthorized occupant as per Clause-19.
ELIGIBILITY	Clause-3	An employee's eligibility for allotment of a category of house shall be as approved by the Board of Governors of the Institute from time to time. Schedule I gives the eligibility as approved by the Board of Governors.	ELIGIBILITY	Clause-3	An employee's eligibility for allotment of a category of house shall be as approved by the Board of Governors of the Institute from time to time. The Institute residences shall be allotted on licence fee only. Following categories of staff shall be eligible for allotment of Institute residences: a) Regular/ Temporary/ employed/ Contract Staff in grade pay of the Institute. b) Visiting faculty/ Scientist c) Emeritus/ Fellows/ Emerit Scientists/ Emeritus Professors

4/4/14

d) Staff on Deputation.  
e) Persons eligible under terms & conditions of the MoU with the Institute.  
Schedule-I (A) & (B) gives the eligibility as approved by the Board of Governors.

SENIORITY CRITERIA	Clause-4	i)	The allotment will be made in order of seniority.	SENIORITY CRITERIA	Clause-4	I)	The allotment will be made in order of seniority. However, if a faculty member of the Institute rejoins as Emeritus Fellows/ Emeritus Scientist/ Emeritus Professor or re-employed immediately after retirement, will continue to occupy the same house as before on normal licence fee.
		ii)	For the purpose of allotment of a house of any type in a category, seniority amongst all eligible employees shall be in accordance with the date when an employee becomes eligible as per the rules in force for that category of houses.  The seniority amongst teachers shall be determined in accordance with the provisions of Inter Departmental Seniority Rules as approved by the Board of Governors in their meeting held on 29.6.1990 which are as given below:			II)	For the purpose of allotment of a house of any type in a category, seniority amongst all eligible employees shall be in accordance with the date when an employee becomes eligible as per the rules in force for that category of houses.  The seniority amongst teachers shall be determined in accordance with the provisions of Inter Departmental Seniority Rules as approved by the Board of Governors in their meeting held on 29.6.1990 which are as given below:
		a)	By the length of continuous service, whether permanent/ temporary against regular vacant posts, or temporary against a leave vacancy.			a)	By the length of continuous service, whether permanent/ temporary against regular vacant posts, or temporary against a leave vacancy.
		b)	In case of teachers joining on the same date, their inter-se-seniority shall be determined as under:-  i) In case of a tie between an internal teacher and an external teacher by the amount of pay. The teacher recommended with a higher pay shall have precedence over the teacher selected with lower pay and where the pay also is the same the internal teacher shall be senior.  ii) In case of a tie between two external teachers, the seniority shall be determined by pay and in case of same pay by age – the elder being senior.			b)	In case of <del>Group-A employees (including faculty)</del> joining on the same date, their inter-se-seniority shall be determined as under:  i) In case of a tie between an internal teacher and an external teacher by the amount of pay, the teacher recommended with a higher pay shall have precedence over the teacher selected with lower pay and where the pay also is the same the internal teacher shall be senior.  ii) In case of a tie between two external teachers, the seniority shall be determined by pay and in case of same pay by age – the elder being senior.

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teachers by length of service in the immediate lower teaching posts. Where this length of service is also the same, seniority between them shall be determined by age - the elder teacher taking precedence over the younger teacher.

- iv) If the category of the house to which a teacher is entitled is not available, he is considered eligible for allotment of a house of lower category. For such allotment a teaching staff member holding higher post shall be allotted a lower category of house provided he/ she joined the said higher post before other employees eligible for that category of house. However, for the allotment of DBU type houses, a teaching staff member holding higher post shall be considered senior to all other employees holding lower post.

- v) In case of non-teaching employees, the seniority of an employee for the purpose of house allotment shall be decided on the basis of total length of service in the category to which the quarter belongs, plus a credit of  $\frac{1}{4}$ th of the length of service in the previous lower category subject to a maximum of 3 years. This criterion for deciding seniority shall be applicable in case of such employees who are promoted/upgraded due to revision of pay scales or other wise from time to time and if there is a tie between two or more eligible employees for the allotment of a house. However, if the tie still remains undecided- the senior between them shall be determined by age - the elder being senior to the younger.

A list of all eligible employees according to seniority shall be maintained by the Estate Officer and the list is to be reviewed from time to time (January/July).

teachers by length of service in the immediate lower teaching posts. Where this length of service is also the same, seniority between them shall be determined by age - the elder teacher taking precedence over the younger teacher.

- iv) If the category of the house to which a teacher is entitled is not available, he is considered eligible for allotment of a house of lower category. For such allotment a teaching staff member holding higher post shall be allotted a lower category of house provided he/ she joined the said higher post before other employees eligible for that category of house. However, for the allotment of DBU type houses, a teaching staff member holding higher post shall be considered senior to all other employees holding lower post.

- v) In case of Group-B, C & D Employees, the seniority of an employee for the purpose of house allotment shall be decided on the basis of total length of service in the category to which the quarter belongs, plus a credit of  $\frac{1}{4}$ th of the length of service in the previous lower category subject to a maximum of 3 years. This criteria for deciding seniority shall be applicable in case of such employees who are promoted/upgraded due to revision of pay scales or other wise from time to time and if there is a tie between two or more eligible employees for the allotment of a house. However, if the tie still remains undecided- the senior between them shall be determined by age - the elder being senior to the younger.

A list of all eligible employees according to seniority shall be maintained by the Executive Engineer/ Assistant Engineer (Civil) and the list is to be reviewed from time to time (January/July).

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	Clause-5	An employee shall maintain his/her seniority in the category of houses to which he/she is eligible for further allotment whether he/she accepts allotment of a lower category house under Clause 4(iii) or joint allotment under Clause-14 or does not accept under any of these two clauses.		Clause-5	An employee shall maintain his/her seniority in the category of houses to which he/she is eligible for further allotment whether he/she accepts allotment of a lower category house under Clause-4(iii) or joint allotment under Clause-14 or does not accept under any of these two clauses.
	Clause-6	If husband and wife both are the employees of the Institute then only one house shall be allotted to them. But this Clause shall not apply where the husband and wife are residing separately in pursuance of an order of judicial separation made by a Court.		Clause-6	1) If husband and wife both are the employees of the Institute then only one house shall be allotted to them. But this Clause shall not apply where the husband and wife are residing separately in pursuance of an order of judicial separation made by a Court.
	Clause-7	If two allottees marry each other, they shall surrender one of the two houses within one month of the marriage failing which allotment of the lower type of house shall be deemed to have been cancelled on expiry of the aforesaid period of one month and where both the houses are of the same type the allotment of one of these houses shall be deemed to have been cancelled.		Clause-7	If two allottees marry each other, they shall surrender one of the two houses within one month of the marriage failing which allotment of the lower type of house shall be deemed to have been cancelled on expiry of the aforesaid period of one month and where both the houses are of the same type the allotment of one of these houses shall be deemed to have been cancelled.
PRIORITY	Clause-8	<p>The presence of the following category of staff is considered essential in the Campus and as such they can be allotted houses on priority basis.</p> <ol style="list-style-type: none"> <li>1. Professor of Training &amp; Placement</li> <li>2. Registrar</li> <li>3. Medical Officers</li> <li>4. Deputy Registrars</li> <li>5. Librarian</li> <li>6. Estate Officer</li> <li>7. Jr. Engineers - (C,E,M)</li> <li>8. Deputy Superintendents to Director (two)</li> <li>9. Security Officer</li> <li>10. Senior Store Keeper (Estate)</li> <li>11. Three Nos. residences for Para Medical Staff (Pharmacist, Staff Nurse, Lab. Technician, Dresser, Female Attendant) at the discretion of SMO</li> <li>12. Vehicle Drivers (two)</li> <li>13. Pump Drivers (two)</li> <li>14. Generator Operator</li> <li>15. Plumbers (two)</li> </ol>	PRIORITY	Clause-8	<p>The following categories of staff shall constitute the "essential class" and their presence on the institute campus shall be ensured by allotting them residential accommodation on priority basis:</p> <p><b>Faculty</b></p> <p>Chair Professors/ Adjunct-Faculty/ Visiting Faculty/ Visiting Scientist/ Industrial Experts and similar other positions.</p> <p><b>Non-Faculty</b></p> <ol style="list-style-type: none"> <li>1. Registrar/ Deputy Registrar/ Assistant Registrar</li> <li>2. Librarian/ Library Assistant</li> <li>3. Senior Medical Officer/ Medical Officer/ Para Medical Staff (on the recommendation of SMO)</li> <li>4. Executive Engineer/ Assistant Engineer/ Junior Engineer</li> <li>5. Security related officers</li> <li>6. Senior Secretary/ Secretary to Director</li> <li>7. Work Assistant (Pump Drivers/ Plumbing/ Electrical)</li> </ol>

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		<p>17. Girls Hostel Matron</p> <p>18. Library Attendants (two)</p> <p>19. Computer System Attendants (two)</p> <p>20. Sewermen (two)</p> <p>DBU type houses can be allotted on priority basis to employees from S.No. 1 to 6. And respective eligible category of houses can be allotted on priority basis to employees from Sr.No.7 to 20.</p> <p>However, these employees shall maintain their seniority for the allotment of eligible category of houses as per Clause-4. Further, House No.AD-3 shall remain earmarked for the Registrar of the Institute.</p> <p>If any other category of staff is to be included in essential services in future, the approval of the Board of Governors be obtained for the same.</p>			<p>9. Attendant (Sewer men)</p> <p>DBU type houses can be allotted on priority basis to employees of Group-A (including faculty) and the respective eligible category of houses can be allotted on priority basis to employees of Group B, C &amp; D listed as above.</p> <p>However, these employees shall maintain their seniority for the allotment of eligible category of houses as per Clause-4.</p> <p>If any other category of staff is to be included in essential services in future, the approval of the Board of Governors be obtained for the same.</p>
ALLOTMENT COMMITTEE	Clause-9	<p>The powers to allot the houses under these rules shall vest with the Director. However, the Director may appoint House Allotment Committees (HAC) separately for <u>Teaching and Non-Teaching employees</u> to advise him on all matters relating to the allotment of houses and also delegate to such committees or an Officer of the Institute any of the powers and functions conferred on him under these Rules subject to such conditions as he/she may deem fit. These Committees may comprise of:-</p> <p><u>Teaching</u></p> <ol style="list-style-type: none"> <li>1. One Professor by rotation in order of seniority acting as Chairman.</li> <li>2. Estate Officer acting as Member-Secretary.</li> <li>3. One Associate Professor by rotation in order of seniority acting as Member.</li> <li>4. One Asstt. Professor by rotation in order of seniority acting as Member.</li> <li>5. A representative of the Teachers Association.</li> </ol> <p><u>Non-Teaching</u></p>	HOUSE ALLOTMENT COMMITTEE	Clause-9	<p>The power to allot the houses under these rules shall vest with the Director. However, the Director may appoint House Allotment Committee (HAC) to advise him on all matters relating to the allotment of houses and also delegate to such committee or an Officer of the Institute any of the powers and functions conferred on him under these Rules subject to such conditions as he/she may deem fit. This Committee may comprise of :-</p> <ol style="list-style-type: none"> <li>1. Chairman nominated by Director</li> <li>2. One Professor / Associate Professor nominated by Director</li> <li>3. Registrar</li> <li>4. One Non-teaching staff nominated by Director</li> <li>5. Executive Engineer / Assistant Engineer (Civil) acting as Member-Secretary.</li> </ol> <p>The nominated members of HAC shall normally have tenure of 2 years or till appointment of new committee whichever is earlier and shall be responsible for considering the applications and recommending to the Director the allotment of residences to different groups of employees.</p>

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		<p>2. Estate Officer acting as Member-Secretary</p> <p>3. One Non-Teaching technical Staff member by rotation in order of seniority.</p> <p>4. One Non-teaching ministerial staff member by rotation in order of seniority.</p> <p>5. A representative of Karamchari Sangh.</p> <p>6. A representative of Krantiya Sangthan.</p> <p>The Committee shall have tenure of one year from 1<sup>st</sup> January to 31<sup>st</sup> Dec. The Estate Officer will implement the decisions of the Committee on approval by the Director.</p>			The Executive Engineer/ Assistant Engineer (Civil) will implement the decisions of the Committee on approval by the Director.
ALLOTMENT	Clause-10	An allotment order shall be issued by the Estate Officer to each allottee. An allotment once made, shall not ordinarily be disturbed.	ALLOTMENT	Clause-10	<p>The Executive Engineer/ Assistant Engineer (Civil) will inspect each vacant residence and will also arrange necessary repairs and white washing etc. He will also certify that the vacant residence is safe and livable and will inform the Chairman HAC that the house is available for allotment.</p> <p>The applications shall be screened and a seniority list shall be prepared for the various residences and displayed on the Institute website as well as in the office of the Estate section for scrutiny by all concerned persons who may point out discrepancies, if any.</p> <p>An allotment order shall be issued by the Executive Engineer/ Assistant Engineer (Civil) to each allottee. An allotment once made, shall not ordinarily be disturbed.</p>
	Clause-11	<p>An allotment shall be effective from the date the house is occupied by the allottee and shall continue until:</p> <p>a) It is cancelled or is deemed to have been cancelled under these Rules.</p> <p>OR</p> <p>b) It is surrendered by the allottee.</p>		Clause-11	<p>An allotment shall be effective from the date the house is occupied by the allottee and shall continue until:</p> <p>(i) It is cancelled or is deemed to have been cancelled under these Rules.</p> <p>OR</p> <p>(ii) It is surrendered by the allottee.</p>
	Clause-12	If an employee is allotted a house in response to his/ her application for the		Clause-12	If an employee is allotted a house in response to his/ her application for the

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		<p>of the allotment, in writing, to the Estate Officer within seven days from the date of the allotment letter.</p> <p>In case he/she fails to accept the allotment within seven days it shall stand cancelled. Such allottees as above and those who relinquish a house within one month after having accepted it, shall not be entitled to House Rent Allowance for a period of six months and will not be entitled for house allotment for a period of one year.</p> <p>The Estate Officer may anticipate the house likely to be vacated and should notify the same for allotment at least 8 days prior to the date it is likely to be vacated so that the time in the occupation of the house is not wasted.</p>			<p>of the allotment, in writing, to the Executive Engineer/ Assistant Engineer (Civil) within ten days from the date of the allotment letter.</p> <p>In case he/she fails to accept the allotment within <u>ten days</u>, it shall stand cancelled. Such allottees as above and those who relinquish a house within one month after having accepted it, shall not be entitled to House Rent Allowance for a period of six months and will not be entitled for house allotment for a period of <u>two years</u>.</p> <p>The <u>Executive Engineer/ Assistant Engineer (Civil)</u> may anticipate the house likely to be vacated and should notify the same for allotment at least 10 days prior to the date it is likely to be vacated so that the time in the occupation of the house is not wasted.</p>
RE-ALLOTMENT WITHIN SAME CATEGORY OF HOUSE	Clause-13	Re-allotment within the same type of Houses may be allowed in special circumstances.	RE-ALLOTMENT WITHIN SAME CATEGORY OF HOUSE	Clause-13	Re-allotment within the same category of houses may be allowed <u>after minimum residency period of one year only</u> . However <u>re-allotment in the same type (Schedule (A) &amp; (B)) of the present resident category or lower type of the of houses will be permitted only once within the entire service of the employee</u> .
JOINT ALLOTMENT	Clause-14	As a temporary measure in order to meet the shortage in residential accommodation, an employee may be allotted a house jointly with one or more other employees or an employee may if he/she so chooses share the house allotted to him/her with one or more other employees of his/her own choice in which case such employees shall be deemed to be joint allottees and the licence fee chargeable from each such allottee shall be as approved by the Director from time to time. Such joint allottees shall not be entitled to any House Rent Allowance and they shall maintain their seniority in the category of houses to which they are eligible for further allotment.	JOINT ALLOTMENT	Clause-14	As a temporary measure in order to meet the shortage in residential accommodation, an employee may be allotted a house jointly with one or more other employees or an employee may if he/she so chooses to share the house allotted to him/her with one or more other employees of his/her own choice in which case such employees shall be deemed to be joint allottees and the licence fee chargeable from each such allottee shall be shared equally. Such joint allottees shall not be entitled to any House Rent Allowance and they shall maintain their seniority in the category of houses to which they are eligible for further allotment.
FITNESS FOR OCCUPATION	Clause-15	The Estate Officer of the Institute shall certify after proper verification that the house allotted to an allottee is fit for occupation.	FITNESS FOR OCCUPATION	Clause-15	The <u>Executive Engineer/ Assistant Engineer (Civil)</u> of the Institute shall certify after proper verification that the house to be allotted to an allottee is fit for occupation.

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OCCUPATION	Clause-16	An allottee shall occupy the house allotted to him/ her and hand over the previously occupied house if any, within 15 days from the date of issue of the allotment order for the new house or from the date of issue of the notice to him/her that the house is fit for occupation, whichever is later, failing which the allottee shall be charged with licence fee for the house at the rate of 20% of his/her pay.	OCCUPATION	Clause-16	An allottee shall occupy the house allotted to him/ her and hand over the previously occupied house, if any, within 30 days from the date of issue of the allotment order for the new house or from the date of issue of the notice to him/her that the house is fit for occupation, whichever is later, failing which the allottee shall be charged five times the <u>licence fee</u> .
FITTINGS & FIXTURES	Clause-17	On occupation/ vacation of a house, the occupant shall be required to sign an Inventory of the Fittings and Fixtures in the house.	FITTINGS & FIXTURES	Clause-17	On occupation/ vacation of a house, the occupant shall be required to sign an Inventory of the Fittings and Fixtures in the house.
ALLOTMENTS PRIOR TO THESE RULES	Clause-18	All allotments of houses made before the commencement of these rules shall deem to have been duly made under these Rules. However, if any conditional allotment was made earlier, such allotment shall continue to be governed by the conditions laid down in the allotment order.	ALLOTMENTS PRIOR TO THESE RULES	Clause-18	All allotments of houses made before the commencement of these rules shall deem to have been duly made under these Rules. However, if any conditional allotment was made earlier, such allotment shall continue to be governed by the conditions laid down in the allotment order.
CANCELLATION OF ALLOTMENT	Clause-19	<p>If after the cancellation of an allotment under any of these Rules, the house is not vacated within the stipulated period, the occupant shall be deemed to be an unauthorized occupant. If a house remains in unauthorized occupation of an employee, penal rent for the house at the following rates per month, alongwith water charges and other charges shall be charged for the period of unauthorized occupation without prejudice to any other action that may be taken against the employee.</p> <p>Penal Rent for unauthorized occupation:</p> <ol style="list-style-type: none"> <li>Upto three months --two times the market rent.</li> <li>For next three months --four times the <u>market rent</u>.</li> <li>For next six months --ten times the market rent.</li> <li>Thereafter till the vacation of house -</li> </ol>	CANCELLATION OF ALLOTMENT	Clause-19	<p>If after the cancellation of an allotment order (under any of the house allotment rules) the house is not vacated within the stipulated period, the occupant shall be deemed to be an unauthorized occupant. If a house remains in unauthorized occupation of an employee, penal rent for the house at the following rates per month, alongwith water charges and other charges shall be charged for the period of unauthorized occupation without prejudice to any other action that may be taken against the employee.</p> <p>Penal Rent for unauthorized occupation:</p> <ol style="list-style-type: none"> <li>Up to three months - <del>20%</del> of pay.</li> <li>For next three months - <del>30%</del> of pay.</li> <li>For next six months <del>40%</del> of pay.</li> <li>Thereafter till the vacation of house - <del>50%</del> of pay (last pay drawn in the case of retirees) and eviction proceedings to be started and</li> </ol>

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			the case of retirees) and eviction proceedings to be started and completed within a period of one month".			
TEMPORARY ALLOTMENT	Clause-20		An employee may be permitted temporary allotment of any vacant house for a period not exceeding ten days for ceremonial or religious purposes on payment @ normal/ceiling licence fee of that house.	TEMPORARY ALLOTMENT	Clause-20	An employee may be permitted temporary allotment of any vacant house for a period not exceeding ten days for ceremonial or religious purposes on payment @ normal/ceiling licence fee of that house.
LICENCE FEE AND WATER CHARGES	Clause-21		An allottee shall pay licence fee and water charges at the rates fixed by the Institute from time to time which shall be deducted by the Account Section of the Institute from the salary of the allottee.	LICENCE FEE AND WATER CHARGES	Clause-21	An allottee shall pay licence fee and water charges regularly, at the rates fixed by the Institute from time to time which shall be deducted by the Account Section of the Institute from the salary of the allottee.
LICENCE FEE CHARGEABLE FROM ALLOTTEE UNDER SUSPENSION	Clause-22		An allottee who has been placed under suspension shall be charged licence fee at the rate prescribed by the Institute.	LICENCE FEE CHARGEABLE FROM ALLOTTEE UNDER SUSPENSION	Clause-22	An allottee who has been placed under suspension shall be charged licence fee at the rate prescribed by the Institute.
RETENTION OF HOUSE DURING LEAVE	Clause-23		An allottee on Study Leave, Industrial Training, QIP Leave, Deputation, Extraordinary Leave, or Sabbatical Leave may be permitted to retain his/her house provided his/her family continues to occupy the house upto the following periods from the commencement of his/her leave/deputation and on payment of normal licence fee: a) If the employee proceeds on Industrial Training/ Sabbatical Leave.....maximum 1 year. b) If the employee proceeds on Study /QIP Leave. c) In India/Abroad.....maximum 3 years d) If the employee proceeds on Deputation/ EOL/ Lien..... 2 years or period of Deputation/ EOL/ Lien whichever is less.	RETENTION OF HOUSE DURING LEAVE	Clause-23	An allottee on Study Leave, Industrial Training, QIP Leave, Deputation, Extraordinary Leave, or Sabbatical Leave may be permitted to retain his/her house up to the following periods from the commencement of his/her leave/deputation and on payment of normal licence fee: (a) If the employee proceeds on Industrial Training/Sabbatical Leave.....maximum 1 year. (b) If the employee proceeds on Study /QIP Leave. In India/Abroad.....maximum 3 years (c) If the employee proceeds on Deputation/ EOL/ Lien..... 2 years or period of Deputation/ EOL/ Lien whichever is less.
SUBLETTING	Clause-24		Subletting of a house or a portion thereof is not permitted under any circumstances.	SUBLETTING	Clause-24	Subletting of a house or a portion thereof is not permitted under any circumstances.
	Clause-25		If an allottee sublets a house or any portion thereof, then without prejudice to any other		Clause-25	If an allottee sublets a house or any portion thereof, then without prejudice to any other

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			allottee, the allotment of the house shall be cancelled and the allottee shall be debarred from any allotment of house for a period of two years.			the allotment of the house shall be cancelled and the allottee shall be debarred from any allotment of house.
NOTICE FOR VACATING HOUSE VACATION REPORT	Clause-26		An allottee shall give notice of his vacating the house on leaving the Institute in writing to the Estate Officer of the Institute atleast ten days in advance. If he/she fails to do so, the allottee shall be responsible for payment of licence fee for the number of days by which the notice given falls short of 10 days. An allottee shall submit vacation report to the Estate Officer of the Institute which shall be acknowledged on the same date.	NOTICE FOR VACATING HOUSE - VACATION REPORT	Clause-26	An allottee shall give notice of his vacating the house on leaving the Institute in writing to the Executive Engineer/ Assistant Engineer (Civil) of the Institute at least ten days in advance. If he/she fails to do so, the allottee shall be responsible for payment of licence fee for the number of days by which the notice given falls short of 10 days. An allottee shall submit vacation report to the Executive Engineer/ Assistant Engineer (Civil) of the Institute which shall be acknowledged on the same date.
	Clause-27		If an allottee dies while in service, his/her family may be permitted to retain the house for three months from the date of his/her death, free of rent. In hard and exceptional circumstances the Director may allow to retain the house for a period of another three months free of rent. In the event of appointment of the ward of the deceased on compassionate ground, the ward so appointed will be allotted a house as per his/her entitlement on priority basis. The house of the deceased employee can be retained by the ward of the deceased on normal licence fee till the new house is allotted to him/her.		Clause-27	If an allottee dies while in service, his/her family may be permitted to retain the house <del>for six months</del> from the date of his/her death, free of rent. In hard and exceptional circumstances the Director may allow to retain the house for a period of <del>another six months</del> on normal licence fee.  In the event of appointment of the ward of the deceased on compassionate ground, the ward so appointed will be allotted a house as per his/her entitlement on priority basis. The house of the deceased employee can be retained by the ward of the deceased on normal licence fee till the new house is allotted to him/her.
RETIREMENT	Clause-28		If an allottee retires from the services of the Institute, he/she may be permitted to retain the house for a period of three months. However, in hard and exceptional circumstances the Director may allow extension upto a period of another three months on normal licence fee. After the expiry of the permitted period, the allotment shall be deemed to cancelled and the house shall be under unauthorized occupation of the retired employee.  Penal Rent for unauthorized occupation: (i) Upto three months --two times the market rent. (ii) For next three months --four times the market rent.	RETIREMENT	Clause-28	If an allottee retires from the services of the Institute, he/she may be permitted to retain the house for a period of three months. However, in hard and exceptional circumstances the Director may allow extension upto a period of another three months on normal licence fee. After the expiry of the permitted period, the allotment shall be deemed to cancel and the house shall be under unauthorized occupation of the retired employee. <del>Penal Rent for unauthorized occupation will be charged as per Clause-19.</del>

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		(iv) Thereafter till the vacation of house -- 100% of pay (last pay drawn in the case of retirees) and eviction proceedings to be started and completed within a period of one month".			
<b>TERMINATION OR RESIGNATION</b>	<b>Clause-29</b>	If any allottee's service with the Institute is terminated or if he/ she resign from the services of the Institute, he/ she may be permitted to retain the house for three months after the date of his/ her relieving from the Institute on payment of normal licence fee and water and other charges.	<b>TERMINATION OR RESIGNATION</b>	<b>Clause-29</b>	If any allottee's service with the Institute is terminated or if he/ she resigns from the services of the Institute, he/ she may be permitted to retain the house for three months after the date of his/ her relieving from the Institute on payment of normal licence fee and water and other charges, otherwise penal rent for unauthorized occupation will be charged as per Clause-19.
<b>PROPER USE</b>	<b>Clause-30</b>	An allottee shall use the house strictly for the purpose of residing of self and his/ her family, and shall maintain the house and the compound in a clean and hygienic condition.	<b>PROPER USE</b>	<b>Clause-30</b>	An allottee shall use the house strictly for the purpose of residing of self and his/ her family, and shall maintain the house and the compound in a clean and hygienic condition.
	<b>Clause-31</b>	An allottee shall not be permitted cutting of trees planted in the compound of the house or plantation therein without the consent of the Estate Officer of the Institute.		<b>Clause-31</b>	An allottee shall not be permitted cutting of trees planted in the compound of the house or plantation therein without the consent of the Executive Engineer/ Assistant Engineer (Civil).
	<b>Clause-32</b>	An allottee shall ensure that no water is wasted by leakage in the water supply fittings or by careless or extravagant use of the same. He/she would report to the Institute any damage to or defect in the buildings, water supply and sanitary installations in the house for necessary repairs.		<b>Clause-32</b>	An allottee shall ensure that no water is wasted by leakage in the water supply fittings or by careless or extravagant use of the same. He/she would report to the Institute any damage to or defect in the buildings, water supply, sanitary installations and leakage of electricity etc. in the house for necessary repairs.
<b>ADDITIONS &amp; ALTERATIONS TO BUILDINGS ETC.</b>	<b>Clause-33</b>	An allottee shall not make any addition or alteration to the building, fittings or electrical installations or make any unauthorized construction or make extensions to the electric or water supply lines without the specific permission of the Director.	<b>ADDITIONS &amp; ALTERATIONS TO BUILDINGS ETC.</b>	<b>Clause-33</b>	An allottee shall not make any addition or alteration to the building, or make any unauthorized construction or temper with fittings or electrical installations or make extensions to the electric or water supply lines and sanitary fittings or other fixtures in the residence without the specific permission of the Director.

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ANIMALS			house or in its compound. Care should be taken to ensure that pet animals do not cause any inconvenience to others.	ANIMALS			house or in its compound. Care should be taken to ensure that pet animals do not cause any inconvenience to others.
INFLAMMABLE MATERIALS	Clause-35		No inflammable material in bulk should be stored in the houses or in their compounds.	INFLAMMABLE MATERIALS	Clause-35		No inflammable material in bulk should be stored in the houses or in their compounds.
DAMAGES/THEFT	Clause-36		An allottee shall be personally responsible for any damage beyond normal wear and tear of the fixtures, sanitary fittings, electrical installations, furniture, fencing etc. provided in the house or theft of any of these items during the period of his/her occupation of the house.	DAMAGES/THEFT	Clause-36		An allottee shall be personally responsible for any damage beyond normal wear and tear of the fixtures, sanitary fittings, electrical installations, furniture, fencing etc. provided in the house or theft of any of these items during the period of his/her occupation of the house.
MAINTENANCE	Clause-37		An allottee shall allow the maintenance staff of the Institute or the workers of authorized Contractors to have access to the house at all reasonable hours to inspect the building, water, sanitary or electrical installations and fixtures and furniture to carry out such repairs etc. In all such cases the Institute will as far as possible arrange to send prior intimation to the allottee.	MAINTENANCE	Clause-37		An allottee shall allow the maintenance staff of the Institute or the workers of authorized Contractors to have access to the house at all reasonable hours to inspect the building, water, sanitary or electrical installations and fixtures and furniture to carry out such repairs etc. In all such cases the Institute will as far as possible arrange to send prior intimation to the allottee.
INFECTIOUS DISEASE	Clause-38		Incidence of any infectious disease to him/her and any of his family members shall be reported by the allottee to the Medical Officer of the Institute immediately and all precautions shall be taken to prevent spreading of the infection.	INFECTIOUS DISEASE	Clause-38		Incidence of any infectious disease to him/her and any of his family members shall be reported by the allottee to the Medical Officer of the Institute immediately and all precautions shall be taken to prevent spreading of the infection.
BREACH OF RULES	Clause-39		If an allottee commits any breach of these rules or the terms & conditions of the allotment or uses the house or permits it to be used for the purpose other than what is stated under Clause-30 or conducts himself/herself in a manner which in the opinion of the Director is pre-judicial to the maintenance of harmonious relations with the allottee's neighbours or peace on the campus or if it is found that the allottee has knowingly furnished incorrect information in any application or written statement with a view to securing the allotment, the Director may without prejudice to any other disciplinary action that may be taken against the allottee :- a) Cancel the allotment of house; b) Declare the employee in-eligible for	BREACH OF RULES	Clause-39		If an allottee commits any breach of these rules or the terms & conditions of the allotment or uses the house or permits it to be used for the purpose other than what is stated under clause - 30 or conducts himself/herself in a manner which in the opinion of the Director is pre-judicial to the maintenance of harmonious relations with the allottee's neighbours or peace on the campus or if it is found that the allottee has knowingly furnished incorrect information in any application or written statement with a view to securing his allotment, the Director may without prejudice to any other disciplinary action that may be taken against the allottee :- a) Cancel the allotment of house.

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		<p>period ranging from one year to three years; and</p> <p>c) Declare the employee ineligible for House Rent Allowance upto six months.</p> <p>d) An employee violating the House Allotment Rules will be liable to conduct and disciplinary rules of the Institute.</p>			<p>any fresh allotment of a house for a period ranging from one year to three years.</p> <p>c) Declare the employee ineligible for House Rent Allowance up to six months and</p> <p>d) An employee violating the House Allotment Rules will be liable to conduct and disciplinary rules of the Institute.</p>
NOISE POLLUTION	Clause-40	The allottee shall not cause noise pollution in the campus. Use of Loud Speakers between 11.00 PM to 5.00 AM is prohibited.	NOISE POLLUTION	Clause-40	The allottee shall not cause noise pollution in the campus. Use of Loud Speakers between <del>10.00 PM to 6.00 AM</del> is prohibited.
RESERVATION	Clause-41	The Director may, if he deems it necessary reserve or set aside a particular house or a set of houses for any specific purpose.	RESERVATION	Clause-41	The Director may, if he deems it necessary, <del>allot or set aside a particular house or set of houses to any person or for any specific purpose.</del>
HARDSHIP	Clause-42	Hardship may be caused to an employee due to serious medical grounds such as severe tuberculosis, heart ailments; and serious physical disabilities etc. Such an employee can apply to the Director for the allotment of a house for which he/ she is entitled by relaxing HA Rules. Further, in general if the Director is satisfied that the operation of any of these rules may cause undue hardship in particular case he/she may dispense with or relax the Rule(s) to such an extent and in such a manner as he/she may consider necessary.	HARDSHIP	Clause-42	Hardship may be caused to an employee due to serious medical grounds such as severe tuberculosis, heart ailments; and serious physical disabilities etc. Such an employee can apply to the Director for the allotment of a house for which he/ she is entitled by relaxing HA Rules. Further, in general if the Director is satisfied that the operation of any of these rules may cause undue hardship in particular case he/she may dispense with or relax the Rule(s) to such an extent and in such a manner as he/she may consider necessary.
INTERPRETATION	Clause-43	On any question of interpretation of these Rules, the decision of the Director shall be final and binding.	INTERPRETATION	Clause-43	On any question of interpretation of these Rules, the decision of the Director shall be final and binding.

*Sanjay*  
4/4/14

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**SCHEDULE- I (A)**  
**OLD HOUSE ALLOTMENT RULES**  
**Teachers and Officers Houses**

Sr. No.	Post(s)	Category of house	Type of house	Plinth Area (Sq. Ft.)	No. of Houses
1.	Director.	A	A	2250+Office(GF) 1098 (FF)	1
2.	Professors.	B	BA	2250	6
			BB(SS)* BB(DS)*	1820 1700 + Garage	8 6
			BC	1660 + Garage	6
3.	Asstt. Professors with Grade Pay of Rs. 7000/- or Rs.8000/-, Associate Professors/ Selection Grade Lecturer, Registrar, Senior Medical Officer, Workshop Supdt and all those officers who are entitled for DB type houses are eligible for allotment of these houses after 8 years of service.	C, D, AD	CA	1550 + Garage	13
			CB(SS)* CB(DS)*	1380 1400 + Garage	4 5
			CC	1300	12
			DA	1020	15
			AD(A) AD(B)	1394 1020	4 2
4.	Assistant Professor with Grade Pay of Rs. 6000/-, Librarian, Dy. Registrar, Medical Officer, Estate Officer, Stores Officer, Lecturer Physical Education, Director of Sports Foreman, System Analyst, Programmer, Assistant Registrar, Assistant Librarian.	D	DBL	922	34
			DBU	922	34
5.	Research Associate, Research Fellow, Pool Officers etc. employed on contract basis against research projects.	D	DBU		
6.	All mentioned against Sr. No. 4 & 5 above and married Research Scholars, married M.Tech. Students.	TF	TF	375	24

\*SS = Single storey  
\*DS= Double storey

**TOTAL: 176**

Nomenclature of the above designations will correspondingly be changed in future as per the directions of the MHRD, Govt. of India.



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**SCHEDULE-1(B)**  
**OLD HOUSE ALLOTMENT RULES**  
**Non-Teaching Employees Houses**

S. No.	Eligible Class	Category of houses	Type of houses	Plinth Area (Sq. Ft.)	No. of Houses
1.	Employees having pay scale with a starting Grade Pay of Rs.4200/- and above w.e.f. 1.1.2006 as per 6 <sup>th</sup> Pay Commission Report of Govt. of India.	E	EL EU	840 840	12 12
2. (i)	Employees having pay scale with a starting Grade Pay of Rs. 1900/-, Rs.2000/-Rs.2400/- and Rs.2800/- w.e.f. 1.1.2006 as per 6 <sup>th</sup> Pay Commission Report of Govt. of India.	F	FL FU	670 670	38 38-
(ii)	-do- (for para medical staff )	MF	MFL	670	2
3. (i)	Employees having pay scale with a starting Grade Pay of Rs.1800/- and below w.e.f. 1.1.2006 as per 6 <sup>th</sup> Pay Commission Report of Govt. of India.	G	GL GU	450 450	60 30
(ii)	-do- (for para-medical staff)	MG	MGL	450	2

**TOTAL: 194**

**Note:** Due to merging of some Pay Scales by 6<sup>th</sup> Pay commission, a Non-Teaching employee be considered for lower category of house if the category of house to which he/she belongs is not available and his/her seniority will be considered under Clause-4 of these rules.

**SCHEDULE-1 (A)**  
**NEW HOUSE ALLOTMENT RULES**  
**Teachers and Officers Houses**

S.No.	Post(s)	Category of house	Type of house	Plinth Area (Sq. Ft.)	No. of Houses
1.	Director.	A	A	2250+Office(GF) 1098 (FF)	1
2.	Professors and Officers with grade pay of Rs 10,000/- and above	B	BT	2250 + Parking (stilt Floor)	20
			BA	2250	5
			BB(SS)*	1820	8
			BB(DS)#	1700 + Garage	8
			BC	1660 + Garage	6
3.	Associate Professors with Grade Pay Rs 9000/- (or Officers of Grade Pay 8700/-) & Asst. Professors with Grade Pay of Rs. 8000/- (or Officers of Grade Pay 7600 /-)	C, AD(A)	CT	1800 + Parking (stilt Floor)	20
			CA	1550 + Garage	13
			CB(SS)*	1380	4
			CB(DS)#	1400 + Garage	5
			CC	1300	12
			AD(A)	1394	4
4.	Assistant Professor with Grade Pay of Rs. 7000/- (or Officers of Grade Pay 6600/-) & Assistant Professor with Grade Pay of Rs. 6000/- (or Officers of Grade Pay 5400/- in PB-3)	D, AD(B)	AD(B)	1020	2
			DA	1020	15
			DBL	922	34
			DBU	922	34
5.	Pool Officers, Research Associates/Research Fellows against research projects	D	DBU	922	-
6.	All mentioned against Sr. No. 4 & 5 above and married Research Scholars and married M.Tech. students	TF	TF	375	24

TOTAL: 192+24=216

\*SS = Single storey, #DS= Double storey

Note: (i) BT, BA, BB(SS), BB(DS) & BC types are in descending order.  
(ii) CT, CA, CB(SS), CB(DS), CC & AD(A) types are in descending order.  
(iii) AD(B), DA, DBL and DBU types are in descending order.

**SCHEDULE-1(B)**  
**NEW HOUSE ALLOTMENT RULES**  
**Non-Teaching Employees Houses**

S.No.	Eligible Class	Category of houses	Type of houses	Plinth Area (Sq. Ft.)	No. of Houses
1.	Employees having pay scale with a starting Grade Pay of Rs.4600/- and above	E	EL EU	840 840	12 12
2.	(i). Employees having pay scale with a starting Grade Pay of Rs.2400/-, Rs.2800/- and Rs.4200/- (ii). -do- (for para-medical staff)	F  MF	FL FU  MFL	670 670  670	38 38  2
3.	(i). Employees having pay scale with a starting Grade Pay of Rs.1800/-, Rs.1900/- and Rs.2000/- (ii). -do- (for para-medical staff)	G  MG	GL GU  MGL	450 450  450	60 30  2

TOTAL: 194

Note: (i) Due to restructuring, a Non-Teaching employee be considered for lower category of house, if the category of house to which he/she belongs is not available and his/her seniority will be considered under Clause-4 of these rules.

- (ii) EL and EU types are in descending order  
 (iii) FL and FU types are in descending order  
 (iv) GL and GU types are in descending order

**NATIONAL INSTITUTE OF TECHNOLOGY**  
**(Institution of National Importance)**  
**KURUKSHETRA-136119**  
**HOUSE ALLOTMENT RULES**

<b>APPLICABILITY</b>	<b>Clause-1</b>	These Rules shall govern the allotment of houses to the employees of the Institute.
<b>DEFINITIONS</b>	<b>Clause-2</b>	<p>In these Rules unless the context otherwise requires:-</p> <ul style="list-style-type: none"><li>i) "INSTITUTE" means the National Institute of Technology, Kurukshetra.</li><li>ii) "DIRECTOR" means the Director of the Institute.</li><li>iii) "EMPLOYEE" means an employee of NIT, Kurukshetra.</li><li>iv) "HOUSE" means a Residential house of NIT, Kurukshetra.</li><li>v) "ALLOTTEE" means an employee to whom a house has been allotted.</li><li>vi) "FAMILY" means the spouse, children, parents, brothers &amp; sisters dependent on, and residing with the allottee.</li><li>vii) "SENIORITY" means seniority of an employee for the purpose of allotment of a house as decided under these rules.</li><li>viii) "PAY" means the sum of Basic Pay and Grade Pay in Pay Band (PB) of an allottee.</li><li>ix) "LICENCE FEE" means the amount payable by the allottee as licence fee for a house allotted to him/her under these rules exclusive of fan, water and other charges.</li><li>x) "PENAL RENT" means the licence fee charged from an unauthorized occupant as per Clause-19.</li></ul>
<b>ELIGIBILITY</b>	<b>Clause-3</b>	<p>An employee's eligibility for allotment of a category of house shall be as approved by the Board of Governors of the Institute from time to time. The Institute residences shall be allotted on license fee only. Following categories of staff shall be eligible for allotment of Institute residences:</p> <ul style="list-style-type: none"><li>a) Regular/Temporary/Re-employed/Contract Staff in a grade pay of the Institute.</li><li>b) Visiting faculty/ Scientist.</li><li>c) Emeritus Fellows/Emeritus Scientists/ Emeritus Professors &amp; Post Doctoral Fellow.</li><li>d) Staff on Deputation.</li><li>e) Persons eligible under terms &amp; conditions of the MoU with the Institute.</li></ul>

Schedule-I (A) & (B) gives the eligibility as approved by the Board of Governors.

## SENIORITY CRITERIA

### Clause-4

- I) The allotment will be made in order of seniority. However, if a faculty member of the Institute rejoins as Emeritus Fellows/ Emeritus Scientist/ Emeritus Professor or re-employed immediately after retirement, will continue to occupy the same house as before on normal licence fee.
- II) For the purpose of allotment of a house of any type in a category, seniority amongst all eligible employees shall be in accordance with the date when an employee becomes eligible as per the rules in force for that category of houses.

The seniority amongst teachers shall be determined in accordance with the provisions of Inter Departmental Seniority Rules as approved by the Board of Governors in their meeting held on 29.6.1990 which are as given below:

- a) By the length of continuous service, whether permanent/ temporary against regular vacant posts, or temporary against a leave vacancy.
- b) In case of Group-A employees (including faculty) joining on the same date, their inter-se-seniority shall be determined as under:
  - i) In case of a tie between an internal teacher and an external teacher by the amount of pay, the teacher recommended with a higher pay shall have precedence over the teacher selected with lower pay and where the pay also is the same the internal teacher shall be senior.
  - ii) In case of a tie between two external teachers, the seniority shall be determined by pay and in case of same pay by age – the elder being senior.
  - iii) In case of a tie between two internal teachers by length of service in the immediate lower teaching posts. Where this length of service is also the same, seniority between them shall be determined by age - the elder teacher taking precedence over the younger teacher.
  - iv) If the category of the house to which a teacher is entitled is not available, he is considered eligible for allotment of a house of lower category. For such allotment a teaching staff member holding

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higher post shall be allotted a lower category of house provided he/ she joined the said higher post before other employees eligible for that category of house. However, for the allotment of DBU type houses, a teaching staff member holding higher post shall be considered senior to all other employees holding lower post.

- v) In case of Group-B, C & D employees, the seniority of an employee for the purpose of house allotment shall be decided on the basis of total length of service in the category to which the quarter belongs, plus a credit of 1/4th of the length of service in the previous lower category subject to a maximum of 3 years. This criteria for deciding seniority shall be applicable in case of such employees who are promoted/upgraded due to revision of pay scales or other wise from time to time and if there is a tie between two or more eligible employees for the allotment of a house. However, if the tie still remains undecided- the senior between them shall be determined by age - the elder being senior to the younger.


A list of all eligible employees according to seniority shall be maintained by the Executive Engineer/ Assistant Engineer (Civil) and the list is to be reviewed from time to time (January/July).

**Clause-5**

An employee shall maintain his/her seniority in the category of houses to which he/she is eligible for further allotment whether he/she accepts allotment of a lower category house under Clause-4(iii) or joint allotment under Clause-14 or does not accept under any of these two clauses.

**Clause-6**

- I) If husband and wife both are the employees of the Institute then only one house shall be allotted to them. But this Clause shall not apply where the husband and wife are residing separately in pursuance of an order of judicial separation made by a Court.

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- II) In case, spouse is working in any other government organization and stationed at Kurukshetra, the employee will produce a certificate that no separate government accommodation is allotted to the spouse and then only the employee shall be eligible for allotment.

**Clause-7**

If two allottees marry each other, they shall surrender one of the two houses within one month of the marriage failing which allotment of the lower type of house shall be deemed to have been cancelled on expiry of the aforesaid period of one month and where both the houses are of the same type the allotment of one of these houses shall be deemed to have been cancelled.

**PRIORITY**

**Clause-8**

The following categories of staff shall constitute the "essential class" and their presence on the institute campus shall be ensured by allotting them residential accommodation on priority basis:

**Faculty**

Chair Professors/ Adjunct Faculty/ Visiting Faculty/ Visiting Scientist/ Industrial Experts and similar other positions.

**Non-Faculty**

1. Registrar/ Deputy Registrar/ Assistant Registrar
2. Librarian/ Library Assistant
3. Senior Medical Officer/ Medical Officer/ Para Medical Staff (on the recommendation of SMO)
4. Executive Engineer/ Assistant Engineer/ Junior Engineer
5. Security related officers
6. Senior Secretary/ Secretary to Director
7. Work Assistant (Pump Drivers/ Plumbing/ Electrical)
8. Vehicle Drivers
9. Attendant (Sewer men)

DBU type houses can be allotted on priority basis to employees of Group-A (including faculty) and the respective eligible category of houses can be allotted on priority basis to employees of Group B, C & D listed as above.

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However, these employees shall maintain their seniority for the allotment of eligible category of houses as per Clause-4.

If any other category of staff is to be included in essential services in future, the approval of the Board of Governors be obtained for the same.

**HOUSE  
ALLOTMENT  
COMMITTEE**

**Clause-9**

The power to allot the houses under these rules shall vest with the Director. However, the Director may appoint House Allotment Committee (HAC) to advise him on all matters relating to the allotment of houses and also delegate to such committee or an Officer of the Institute any of the powers and functions conferred on him under these Rules subject to such conditions as he/she may deem fit. This Committee may comprise of :-

1. Chairman nominated by Director
2. One Professor / Associate Professor nominated by Director
3. Registrar
4. One Non-teaching staff nominated by Director
5. Executive Engineer/ Assistant Engineer (Civil) acting as Member-Secretary.

The nominated members of HAC shall normally have tenure of 2 years or till appointment of new committee whichever is earlier and shall be responsible for considering the applications and recommending to the Director the allotment of residences to different groups of employees.

The Executive Engineer/ Assistant Engineer (Civil) will implement the decisions of the Committee on approval by the Director.

**ALLOTMENT**

**Clause-10**

The Executive Engineer/ Assistant Engineer (Civil) will inspect each vacant residence and will also arrange necessary repairs and white washing etc. He will also certify that the vacant residence is safe and livable and will inform the Chairman HAC that the House is available for allotment.

The applications shall be screened and a seniority list shall be prepared for the various residences and displayed on the Institute

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*Dr. B. R. Rao*  
*13/2/14*



website as well as in the office of the Estate section for scrutiny by all concerned persons who may point out discrepancies, if any.

An allotment order shall be issued by the Executive Engineer/ Assistant Engineer (Civil) to each allottee. An allotment once made, shall not ordinarily be disturbed.

**Clause-11**

An allotment shall be effective from the date the house is occupied by the allottee and shall continue until:

(i) It is cancelled or is deemed to have been cancelled under these Rules.

OR

(ii) It is surrendered by the allottee.

**Clause-12**

If an employee is allotted a house in response to his/ her application for the same, he/ she shall intimate the acceptance of the allotment, in writing, to the Executive Engineer/ Assistant Engineer (Civil) within ten days from the date of the allotment letter.

In case he/she fails to accept the allotment within ten days, it shall stand cancelled. Such allottees as above and those who relinquish a house within one month after having accepted it, shall not be entitled to House Rent Allowance for a period of six months and will not be entitled for house allotment for a period of two years.

The Executive Engineer/ Assistant Engineer (Civil) may anticipate the house likely to be vacated and should notify the same for allotment at least 10 days prior to the date it is likely to be vacated so that the time in the occupation of the house is not wasted.

**RE-ALLOTMENT  
WITHIN SAME  
CATEGORY OF  
HOUSE**

**Clause-13**

Re-allotment within the same category of houses may be allowed after minimum residency period of one year only. However re-allotment in the same type (Schedule -I(A) & (B)) of the present resident category or lower type of the of houses will be permitted only once within the entire service of the employee .

**JOINT  
ALLOTMENT**

**Clause-14**

As a temporary measure in order to meet the shortage in residential accommodation, an employee may be allotted a house jointly with one or more other employees or an employee may if he/she so chooses to share the house

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allotted to him/her with one or more other employees of his/her own choice in which case such employees shall be deemed to be joint allottees and the licence fee chargeable from each such allottee shall be shared equally. Such joint allottees shall not be entitled to any House Rent Allowance and they shall maintain their seniority in the category of houses to which they are eligible for further allotment.

**FITNESS FOR  
OCCUPATION**

**Clause-15**

The Executive Engineer/ Assistant Engineer (Civil) of the Institute shall certify after proper verification that the house to be allotted to an allottee is fit for occupation.

**OCCUPATION**

**Clause-16**

An allottee shall occupy the house allotted to him/ her and hand over the previously occupied house, if any, within 30 days from the date of issue of the allotment order for the new house or from the date of issue of the notice to him/her that the house is fit for occupation, whichever is later, failing which the allottee shall be charged five times the license fee .

**FITTINGS &  
FIXTURES**

**Clause-17**

On occupation/ vacation of a house, the occupant shall be required to sign an Inventory of the Fittings and Fixtures in the house.

**ALLOTMENTS  
PRIOR TO THESE  
RULES**

**Clause-18**

All allotments of houses made before the commencement of these rules shall deem to have been duly made under these Rules. However, if any conditional allotment was made earlier, such allotment shall continue to be governed by the conditions laid down in the allotment order.

**CANCELLATION  
OF ALLOTMENT**

**Clause-19**

If after the cancellation of an allotment order (under any of the house allotment rules) the house is not vacated within the stipulated period, the occupant shall be deemed to be an unauthorized occupant. If a house remains in unauthorized occupation of an employee, penal rent for the house at the following rates per month, alongwith water charges and other charges shall be charged for the period of unauthorized occupation without prejudice to any other action that may be taken against the employee.

Penal Rent for unauthorized occupation:

- i) Up to three months – 20% of pay.
- ii) For next three months - 30% of pay.

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- iii) For next six months - 40% of pay.
- iv) Thereafter till the vacation of house --50% of pay (last pay drawn in the case of retirees) and eviction proceedings to be started and completed within a period of one month".

**TEMPORARY  
ALLOTMENT**

**Clause-20**

An employee may be permitted temporary allotment of any vacant house for a period not exceeding ten days for ceremonial or religious purposes on payment @ normal/ceiling licence fee of that house.

**LICENCE FEE AND  
WATER CHARGES**

**Clause-21**

An allottee shall pay licence fee and water charges regularly, at the rates fixed by the Institute from time to time which shall be deducted by the Account Section of the Institute from the salary of the allottee.

**LICENCE FEE  
CHARGEABLE  
FROM ALLOTTEE  
UNDER  
SUSPENSION  
RETENTION OF  
HOUSE DURING  
LEAVE**

**Clause-22**

An allottee who has been placed under suspension shall be charged licence fee at the rate prescribed by the Institute.

**Clause-23**

An allottee on Study Leave, Industrial Training, QIP Leave, Deputation, Extraordinary Leave, or Sabbatical Leave may be permitted to retain his/her house up to the following periods from the commencement of his/her leave/deputation and on payment of normal licence fee:

- (a) If the employee proceeds on Industrial Training/Sabbatical Leave.....maximum 1 year.
- (b) If the employee proceeds on Study /QIP Leave.  
In India/Abroad.....maximum 3 years
- (c) If the employee proceeds on Deputation/ EOL/ Lien..... 2 years or period of Deputation/ EOL/ Lien whichever is less.

**SUBLETTING**

**Clause-24**

Subletting of a house or a portion thereof is not permitted under any circumstances.

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**Clause-25**

If an allottee sublets a house or any portion thereof, then without prejudice to any other action that may be taken against the allottee, the allotment of the house shall be cancelled and the allottee shall be debarred from any allotment of house.

**NOTICE FOR  
VACATING HOUSE  
- VACATION  
REPORT**

**Clause-26**

An allottee shall give notice of his vacating the house on leaving the Institute in writing to the Executive Engineer/ Assistant Engineer (Civil) of the Institute at least ten days in advance. If he/she fails to do so, the allottee shall be responsible for payment of licence fee for the number of days by which the notice given falls short of 10 days. An allottee shall submit vacation report to the Executive Engineer/ Assistant Engineer (Civil) of the Institute which shall be acknowledged on the same date.

**Clause-27**

If an allottee dies while in service, his/her family may be permitted to retain the house for six months from the date of his/her death, free of rent. In hard and exceptional circumstances the Director may allow to retain the house for a period of another six months on normal licence fee.

In the event of appointment of the ward of the deceased on compassionate ground, the ward so appointed will be allotted a house as per his/her entitlement on priority basis. The house of the deceased employee can be retained by the ward of the deceased on normal licence fee till the new house is allotted to him/her.

**RETIREMENT**

**Clause-28**

If an allottee retires from the services of the Institute, he/she may be permitted to retain the house for a period of three months. However, in hard and exceptional circumstances the Director may allow extension upto a period of another three months on normal licence fee. After the expiry of the permitted period, the allotment shall be deemed to cancel and the house shall be under unauthorized occupation of the retired employee. Penal Rent for unauthorized occupation will be charged as per Clause-19.

**TERMINATION OR  
RESIGNATION**

**Clause-29**

If any allottee's service with the Institute is terminated or if he/ she resigns from the services of the Institute, he/ she may be permitted to retain the house for three months after the date of his/ her relieving from the

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Institute on payment of normal licence fee and water and other charges, otherwise penal rent for unauthorized occupation will be charged as per Clause-19.

**PROPER USE**

**Clause-30**

An allottee shall use the house strictly for the purpose of residing of self and his/ her family, and shall maintain the house and the compound in a clean and hygienic condition.

**Clause-31**

An allottee shall not be permitted cutting of trees planted in the compound of the house or plantation therein without the consent of the Executive Engineer/ Assistant Engineer (Civil) .

**Clause-32**

An allottee shall ensure that no water is wasted by leakage in the water supply fittings or by careless or extravagant use of the same. He/she would report to the Institute any damage to or defect in the buildings, water supply, sanitary installations and leakage of electricity etc. in the house for necessary repairs.

**ADDITIONS &  
ALTERATIONS TO  
BUILDINGS ETC.**

**Clause-33**

An allottee shall not make any addition or alteration to the building, or make any unauthorized construction or temper with fittings or electrical installations or make extensions to the electric or water supply lines and sanitary fittings or other fixtures in the residence without the specific permission of the Director.

**CATTLE AND PET  
ANIMALS**

**Clause-34**

No cattle, poultry etc. shall be kept in the house or in its compound. Care should be taken to ensure that pet animals do not cause any inconvenience to others.

**INFLAMMABLE  
MATERIALS**

**Clause-35**

No inflammable material in bulk should be stored in the houses or in their compounds.

**DAMAGES/THEFT**

**Clause-36**

An allottee shall be personally responsible for any damage beyond normal wear and tear of the fixtures, sanitary fittings, electrical installations, furniture, fencing etc. provided in the house or theft of any of these items during the period of his/her occupation of the house.

**MAINTENANCE**

**Clause-37**

An allottee shall allow the maintenance staff of the Institute or the workers of authorized Contractors to have access to the house at all reasonable hours to inspect the building, water, sanitary or electrical installations and fixtures

By  D L

and furniture to carry out such repairs etc. In all such cases the Institute will as far as possible arrange to send prior intimation to the allottee.

**INFECTIOUS  
DISEASE**

**Clause-38**

Incidence of any infectious disease to him/her and any of his family members shall be reported by the allottee to the Medical Officer of the Institute immediately and all precautions shall be taken to prevent spreading of the infection.

**BREACH OF RULES Clause-39**

If an allottee commits any breach of these rules or the terms & conditions of the allotment or uses the house or permits it to be used for the purpose other than what is stated under clause - 30 or conducts himself/herself in a manner which in the opinion of the Director is prejudicial to the maintenance of harmonious relations with the allottee's neighbours or peace on the campus or if it is found that the allottee has knowingly furnished incorrect information in any application or written statement with a view to securing his allotment, the Director may without prejudice to any other disciplinary action that may be taken against the allottee :-

- a) Cancel the allotment of house.
- b) Declare the employee ineligible for any fresh allotment of a house for a period ranging from one year to three years.
- c) Declare the employee ineligible for House Rent Allowance up to six months and
- d) An employee violating the House Allotment Rules will be liable to conduct and disciplinary rules of the Institute.

**NOISE  
POLLUTION**

**Clause-40**

The allottee shall not cause noise pollution in the campus. Use of Loud Speakers between 10.00 PM to 6.00 AM is prohibited.

**RESERVATION**

**Clause-41**

The Director may, if he deems it necessary, allot or set aside a particular house or set of houses to any person or for any specific purpose.

*ms* *for* *Br* *Ans* *13/2/14*

**HARDSHIP**

**Clause-42**

Hardship may be caused to an employee due to serious medical grounds such as severe tuberculosis, heart ailments; and serious physical disabilities etc. Such an employee can apply to the Director for the allotment of a house for which he/ she is entitled by relaxing HA Rules.

Further, in general if the Director is satisfied that the operation of any of these rules may cause undue hardship in particular case he/she may dispense with or relax the Rule(s) to such an extent and in such a manner as he/she may consider necessary.

**INTERPRETATION**

**Clause-43**

On any question of interpretation of these Rules, the decision of the Director shall be final and binding.

13/11/17  
ms R. S. B.

**SCHEDULE- I (A)**  
**Teachers and Officers Houses**

S.No.	Post(s)	Category of house	Type of house	Plinth Area (Sq. Ft.)	No. of Houses
1.	Director.	A	A	2250+Office(GF) 1098 (FF)	1
2.	Professors and Officers with grade pay of Rs. 10,000/- and above.	B	BT	2250 + Parking (stilt Floor)	20
			BA	2250	6
			BB(SS)*	1820	8
			BB(DS)#	1700 + Garage	8
			BC	1660 + Garage	6
3.	Associate Professors with Grade Pay Rs.9000/- (or Officers of Grade Pay 8700/-) &  Asst. Professors with Grade Pay of Rs. 8000/- (or Officers of Grade Pay 7600 /-)	C, AD(A)	CT	1800 + Parking (stilt Floor)	20
			CA	1550 + Garage	13
			CB(SS)*	1380	4
			CB(DS)#	1400 + Garage	5
			CC	1300	12
4.	Assistant Professor with Grade Pay of Rs. 7000/- (or Officers of Grade Pay 6600/-) &  Assistant Professor with Grade Pay of Rs. 6000/- (or Officers of Grade Pay 5400/- in PB-3)	D, AD(B)	AD(B)	1020	2
			DA	1020	15
			DBL	922	34
			DBU	922	34
5.	Pool Officers, Research Associates/Research Fellows against research projects.	D	DBU	922	-
6.	All mentioned against Sr. No. 4 & 5 above and married Research Scholars and married M.Tech. students	TF	TF	375	24

TOTAL: 192+24=216

\*SS = Single storey, #DS= Double storey

- Note: (i) BT, BA, BB(SS), BB(DS) & BC types are in descending order.  
(ii) CT, CA, CB(SS), CB(DS), CC & AD(A) types are in descending order.  
(iii) AD(B), DA, DBL and DBU types are in descending order.

*[Handwritten signatures and dates]*  
13/4/14



**SCHEDULE- I (B)**

**Non-Teaching Employees Houses**

S.No.	Eligible Class	Category of houses	Type of houses	Plinth Area (Sq. Ft.)	No. of Houses
1.	Employees having pay scale with a starting Grade Pay of Rs.4600/- and above.	E	EL EU	840 840	12 12
2.	(i). Employees having pay scale with a starting Grade Pay of Rs.2400/- ,Rs.2800/- and Rs. 4200/-.	F	FL FU	670 670	38 38
	(ii). -do- (for para-medical staff )	MF	MFL	670	2
3.	(i). Employees having pay scale with a starting Grade Pay of Rs.1800/- , Rs.1900/-, and Rs.2000/-.	G	GL GU	450 450	60 30
	(ii). -do- (for para-medical staff )	MG	MGL	450	2

TOTAL: 194

Note: (i) Due to restructuring, a Non-Teaching employee be considered for lower category of house, if the category of house to which he/she belongs is not available and his/her seniority will be considered under Clause-4 of these rules.

- (ii) EL and EU types are in descending order.
- (iii) FL and FU types are in descending order.
- (iv) GL and GU types are in descending order.

*ms*  
*13/2/12*  
*Br*  
*ant*

**Item 33.9 To consider creation of Student Welfare Fund/Corpus Fund for the welfare of the students of the Institute.**

Under clause 37(ii) of the Statutes under NIT Act, 2007, there is a provision for crediting the caution money into the Student Welfare Fund in case the same is not claimed by the student within two years of finally leaving the Institute. The said clause is reproduced below:

- (ii) The Caution Money shall be refundable to student, scholars and fellows at the time of finally leaving the Institute, after deduction of relevant dues, if any and where no claim for a refund is received within two years of finally leaving the Institute, the caution money shall be credited into the **Student Welfare Fund**.

At present the Institute is crediting the caution money into the main current account of the Institute. In view of the above rules, the Student Welfare Fund is necessary to be created for the welfare of the students. Therefore, the Institute may be allowed to create the Student Welfare Fund for the said purpose. Further, It is also proposed that Rs.100/- per student may also be charged at the time of admission of all courses for the welfare of the students.

The disbursement of this fund may be need based, to be decided by a Committee of the following:

- |                                  |           |
|----------------------------------|-----------|
| 1. Dean (Academics)              | Chairman  |
| 2. Dean (Students Welfare)       | Member    |
| 3. Head of concerned Department  | Member    |
| 4. Chief Warden (Boys and Girls) | Members   |
| 5. Deputy Registrar (Academic)   | Secretary |

Further, such fund may be used for the following purposes:

1. To help the economically weak students in case of medical emergencies.
2. Any other items to be considered and recommended by the above Committee in respect of unforeseen situations.

The Board may consider and decide.

**Item 33.10 To note the decision of NIT Council for the revision of tuition fee for B.Tech., M.Tech., MCA and Ph.D Programmes and to consider and approve the revision of tuition fees for MBA Programme.**

Under clause 37(i) of the Statutes under NIT Act, 2007, the Institute shall charge the following fees, namely:

- (i) The tuition and the hostel fee shall comprise of two parts (a) fees determined by the National Institute of Technology Council which shall be common for all National Institutes of Technology and (b) fees which will be determined by the concerned Boards of Governors which shall be applicable to the concerned Institute.

On the basis of above rules and also based on the recommendations of the Fee Committee and Standing Committee of the Council of NITs, the Council in its 7<sup>th</sup> meeting held on 18.10.2013 at Manekshaw Centre, Dhaura Kaun, Khyber Line, Delhi cantonment, New Delhi has decided as under:

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

A copy of the decision of Council of NITs is enclosed as Appendix-VIII at page 73.

In view of the above decision of the Council of NITs, the Institute may be allowed to charge the tuition fee of Rs. 70,000/- per student per year for B.Tech., MCA and M.Tech. Programmes and Rs. 15,000/- per student per year for Ph.D programme w.e.f. the academic session 2014-15 onwards.

Further, as decided by the Council of NITs at Sr. No. (iv) mentioned above, the Institute may be allowed to charge the tuition of Rs. 70,000/- per student per year for MBA programme also (being a PG programme like M.Tech. & MCA) w.e.f. the academic session 2014-15.

A letter received from the Director NITs for implementation of new fees structure from 2014-2015 onwards vide letter No. F.No.33-4/2014-TS.III dated 5<sup>th</sup> May, 2014 is enclosed as Appendix – XIX from page 74 to 75.

It is pertinent to mention here that the tuition fee may be collected in two equal installments – One in Odd Semester and second in Even Semester as per prevailing practice.

The Board may note and consider the revision in the tuition fee as above.

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

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

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

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

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

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

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

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

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

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

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

## ORDER

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

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

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

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

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

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

...contd./-

-: 2 :-

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

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

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


  
[Rajesh Singh]  
Director (NITs)  
Tel: 23073687

To

Directors of all the 30 NITs

Copy for information to:-

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

  
[Rajesh Singh]  
Director (NITs)  
Tel: 23073687

**Item 33.11 To note the norms for implementation of the 4-tier flexible faculty structure in the National Institute of Technology (NITs) as per the MHRD letter dated 15.01.2014.**

The Director (T), Government of India, Ministry of Human Resource Development, Department of Higher Education, New Delhi vide letter No. 33-71/2011-TS.III dated 18<sup>th</sup> March, 2013 communicated the decision of the Council of NITs taken in its 3<sup>rd</sup> meeting (vide item No. 3.17) for the adoption of flexible 4-tier faculty cadre structure by way of resolution by the respective Board of Governors of all NITs with a request to send a compliance report to the Ministry by 30<sup>th</sup> April, 2013. Since the BOG meeting could not be held in April, 2013 the matter for Implementation of 4-tier flexible faculty structure in the Institute was placed before the BOG in its 31<sup>st</sup> meeting held on 22.08.2013. The Board decided as under:

*"The Board allowed the Institute to adopt the flexible 4-tier faculty cadre structure for the recruitment of faculty positions in the Institute in accordance with the norms to be issued by the MHRD".*

The norms of 4-tier Cadre Structure of Faculty Posts in the National Institute of Technology have been issued by the Govt. of India, MHRD, New Delhi vide letter F.No.33-9/2011-TS.III dated 23<sup>rd</sup> August, 2013. A copy of the letter is enclosed as Appendix – XX from pages 78 to 80.

The Director NITs, Government of India, Ministry of Human Resource Development, Department of Higher Education, NITs Division, New Delhi vide letter F.No.33-9/2011-TS.III dated 12<sup>th</sup> December, 2013 (Appendix – XXI at page 81) communicated with reference to this Ministry's letter of even number dated 23<sup>rd</sup> August, 2013 that a Committee for working out the norms to ensure uniform implementation of the four-tier flexible faculty structure in all the Centrally Funded Technical Institutions (NITs, IIITs, ISM-Dhanbad etc.) is being constituted by the Ministry of Human Resource Development and advised the Institution to defer all selection process.

Further, the MHRD vide letter F.No.33-9/2011-TS.III dated 15.01.2014 sent the norms for implementation of the four-tier flexible faculty structure in NITs. A copy of the letter is enclosed as Appendix – XXII from pages 82 to 103. The MHRD vide letter F.No.33-9/2011-TS.III dated 28.01.2014 again sent the amendments on the recruitments rules and guidelines to be adopted by the Board of Governors. A copy of the letter is enclosed as Appendix – XXIII at page 104.

The Board may approve to adopt the Recruitment Rules and other guidelines contained in the MHRD letters at 15.01.2014 and 28.01.2014.



APPENDIX-XX

F.No.33 – 9 / 2011 – TS.III  
Government of India  
Ministry of Human Resource Development  
Department of Higher Education  
NITs Division  
\*\_\*\_\*\_\*\_\*

Shastri Bhawan, New Delhi,  
dated, the 23<sup>rd</sup> August, 2013

To

The Directors of all the 30 NITs.

**Subject:- Implementation of 4 – tier flexible faculty structure in the National Institutes of Technology (NITs) – regarding.**

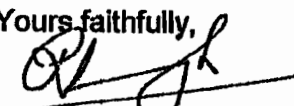
Sir / Madam,

I am directed to state that the Council of NITs in its 3<sup>rd</sup> meeting held on 18.11.2011 under the Chairmanship of Hon'ble HRM vide Item No.3.17 resolved that individual NITs will be allowed to adopt the 4-tier flexible faculty cadre structure. It has further been reiterated by the Committee constituted under the Chairmanship of Dr. Anil Kakodkar to review the NITs system, which in its first meeting held on 12.02.2012, deliberated that it is desirable that NITs align with IITs in terms of 4-tier flexible system.

2. The Ministry of HRD vide its letter No.F.33 – 7 / 2011 – TS.III dated 14.03.2012 issued guidelines on promotion of faculty members in NITs under Career Advancement Scheme (CAS) wherein under para 4(s), it was specifically mentioned that all the NITs will be required to adopt 4-tier flexible faculty structure (presently operating in IITs, IIMs, IISERs and NITIE) and that vide this Ministry's letter No.F.33-7/2011-TS.III dated 18.03.2013, it was informed that the CAS policy has been dispensed with effect from 30<sup>th</sup> April, 2013.

3. In light of the above, the proposal for switching over to a 4-tier flexible faculty structure is now concurred by the Integrated Finance Division of this Ministry and approved by the Hon'ble HRM in his capacity as the Chairman of the Council of NITs for adoption / implementation by the respective NITs, after adoption by the respective Board of Governors. The approved norms of 4-tier flexible faculty structure are enclosed for implementation by the NITs.

Yours faithfully,

  
[Rajesh Singh]  
Director (NITs)  
Tel: 23073687

Encl.: as above.

Copy for information to:-  
The Chairpersons, Board of Governors of the National Institutes of Technology (NITs).

**Norms of 4- tier Cadre Structure of Faculty Posts  
in the National Institutes of Technology (NITs)**

Sl. No.	Designation, Pay Band and Academic Grade Pay	Essential Qualification and Relevant Experience
1.	<b>Assistant Professors (On contract)</b> PB-3 of ₹15600-39100 with AGP of ₹6,000/- p.m.	<p>(i) Assistant Professors to be recruited on contractual basis are not part of the regular faculty cadre in NITs. Appointment at this level may be made on contract basis to enable bright young Ph.D.s scholars to teach and earn experience in premier Institutions.</p> <p>(ii) At the entry level they may be placed in Pay Band PB-3 of ₹15600-39100 with Academic Grade Pay (AGP) of ₹6000/- p.m. with seven non-compoundable advance increments.</p> <p>(iii) To encourage fresh Ph.D.s to join the teaching system, at least 10% of the total faculty strength should be recruited at this level. However, relaxation in respect of educational qualifications could be given upto 25% of total Assistant Professors recruited. The reasons for such relaxations should be duly recorded and reported to the Board of Governors of the respective Institutions.</p> <p>(iv) After one year of post Ph.D. experience, these Assistant Professors shall be placed in the AGP of ₹7,000/- p.m.</p>
2.	<b>Assistant Professors</b> PB-3 of ₹15600-39100 with AGP of ₹8,000/- p.m.	<p>(i) To be appointed in PB-3 to be placed at ₹22500/- with AGP of ₹8000/- p.m. For direct recruits, minimum pay in the Pay band to be fixed at ₹30,000/-.</p> <p>(ii) For appointment as Assistant Professor, one should have a Ph.D. with first class at the preceding degree or equivalent in the appropriate branch with a very good academic record throughout and at least three years industrial/research/teaching experience excluding however, the experience gained while pursuing Ph.D.</p> <p>(iii) Assistant Professors on completion of 3 years of service shall move to Pay Band of ₹37400-67000 (PB-4) with an Academic Grade Pay (AGP) of ₹9000/- and will, however, continue to be designated as Assistant Professor.</p>



Sl. No.	Designation, Pay Band and Academic Grade Pay	Essential Qualification and Relevant Experience
3.	<b>Associate Professors</b> PB-4 of ₹37400-67000 with AGP of ₹9,500/- p.m.	<p>(i) To be appointed in PB-4 (₹37400-67000) with AGP of ₹9500/- p.m. For direct recruits. Minimum pay in the PB-4 to be fixed at ₹42,800/-.</p> <p>(ii) For appointment as Associate Professor, one should have a Ph.D. with first class at the preceding degree or equivalent in the appropriate branch with a very good academic record throughout and a minimum of six years Teaching Industry/Research experience, or which at least three years' should be at the level of Assistant Professors, Senior Scientific Officer / Senior Design Engineer.</p>
4.	<p><b>Professors.</b> PB-4 of ₹37400-67000 with AGP of ₹10500/- p.m.</p> <p>Professors: HAG Scale (₹67000-79000) without any GP</p>	<p>(i) For appointment as Professor, one should have a Ph.D. with first class at the preceding degree or equivalent with a very good academic record and a minimum of 10 years experience of which at least 4 years should be at the level of Associate Professor.</p> <p>(ii) For Direct Recruits, Minimum pay in the Pay Band to be fixed at ₹48,000/-.</p> <p>(iii) Upto a maximum of 40% of the sanctioned posts of Professors after regular service of 6 years as Professor can be awarded HAG Scale of ₹67000-79000 without any GP in all NITs after fulfilling the eligibility conditions given in the guidelines for implementation of HAG scales in this Ministry's letter No.34-9/2012-TS.III dated 22.3.2013.</p> <p>(iv) While implementing the HAG scales, those Professors of NITs and CFTIs who are appointed as Directors in the NITs system by the MHRD, shall deemed to have been placed in the HAG scale notionally from the day they took charge as Directors in NITs or from the day the guidelines were issued by the Ministry vide its letter No.F.23-1/2008-TS.II dated 18.8.2009, whichever is later.</p>

\*\_\*\_\*\_\*\_\*



**F.No.33 – 9 / 2011 – TS.III**  
**Government of India**  
**Ministry of Human Resource Development**  
**Department of Higher Education**  
**NITs Division**

\* \* \* \* \*

**Shastri Bhawan, New Delhi,  
dated, the 12<sup>th</sup> December, 2013**

To

## The Directors of the 30 NITs

**Subject:- Implementation of 4 – tier flexible faculty structure in the National Institutes of Technology (NITs) – regarding.**

**Sir / Madam,**

I am directed to refer to this Ministry's letter of even number dated 23<sup>rd</sup> August, 2013 on the subject mentioned above and to say that the a Committee for working out the norms to ensure uniform implementation of the four-tier flexible faculty structure in all the Centrally Funded Technical Institutions (NITs, IIITs, ISM-Dhanbad etc.) is being constituted by the Ministry of Human Resource Development.

2. In view of the above, the Institutes are advised to defer all selection process under four-tier flexible faculty structure till the Committee constituted for uniform implementation of four-tier across NITs, IIITs & ISM – Dhanbad submits its report.

**3. This issues with the approval of the competent authority in the Ministry.**

**Yours faithfully,**

**[Rajesh Singh]**  
**Director (NITs)**  
**Tel: 23073687**  
**Fax: 23384345**

**Copy to:-** The Chairpersons, Board of Governor of National Institutes of Technology (NITs) for information and further necessary action.

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13/12/13

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13/12/13

SSG(G<sub>1</sub>)

**F.No.33 – 9 / 2011 – TS.III**  
Government of India  
Ministry of Human Resource Development  
Department of Higher Education  
NITs Division

\*-\*\*-\*\*

Shastri Bhawan, New Delhi,  
dated, the 15<sup>th</sup> January, 2014

To

The Directors of the 30 NITs.

**Subject:- Implementation of 4 – tier flexible faculty structure in the National Institutes of Technology (NITs) – regarding.**

Sir / Madam,

I am directed to refer to this Ministry's letter of even number dated 23<sup>rd</sup> August, 2013 and 12<sup>th</sup> December, 2013 on the subject cited above.

2. The meeting of the Committee constituted to devise norms for implementation of the four-tier flexible cadre (faculty) structure for both the new and the existing faculty in NITs, IITs and IISM-Dhanbad was held under the Chairmanship of Additional Secretary (IE) on 16<sup>th</sup> December, 2013 (Monday) at Ministry of Human Resource Development, Shastri Bhawan, New Delhi.

3. The Committee in its aforesaid meeting resolved the following:-

- (i) That there would be no automatic migration to the salaries and AGP's of the four-tier flexible faculty structure;
- (ii) Any change of the Grade Pay under Four-Tier will be purely through open advertisements and on the recommendation of duly constituted Selection Committees;
- (iii) Those who do not fulfill the essential qualifications, relevant experiences and other essential requirements as in Annexure – I [pages 3 to 4], however, will continue in the present grade;
- (iv) As an eligibility criteria for the post of Professor, the requirement of minimum four year's experience at the level of Associate Professor shall mean that of Associate professor under the Four-Tier System i.e. at the AGP of ₹9,500/- . Associate Professors of three tier system with Academic Grade Pay of ₹9,000/- shall also be eligible but with seven year's experience, if they meet the relevant academic requirements for the post;

....contd./-

24/1/14  
next BOG meeting  
to be held on 25/1/14  
page 2.

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2

**F.No.33 – 9 / 2011 – TS.III**

- (v) Professors with ₹10,500/- AGP will only be considered for HAG Scale in accordance with Ministry's letter dated 22<sup>nd</sup> March, 2013 and the concerned Professor has to have 6 (six) years of service in AGP of ₹10,000/- or higher; and
- (vi) The academic criteria as approved by the Council of NITs **[Annexure – I]** has to be used in conjunction with the Ministry's letter F.No.33-9/2011-TS.III dated 23<sup>rd</sup> August, 2013 **[Annexure – II (pages 5 to 7)]** for selection under four-tier flexible pay structure.

4. The Recruitment Rules and other guidelines to be adopted by the Board of Governors (BOGs) are attached at **Annexure – III [pages 8 to 22]**.

5. The NITs are advised to strictly adhere the aforesaid instructions for both the new and the existing faculty in NITs.

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

Yours faithfully,



**[Rajesh Singh]  
Director (NITs)**

Encl.: as above.

Copy to:-

1. The Chairpersons, Board of Governors of National Institutes of Technology (NITs) for information and further necessary action.
2. Guard File.



**[Rajesh Singh]  
Director (NITs)  
Tel: 23073387**

**Prescribed Minimum Qualification and Experience for  
Faculty positions of NATIONAL INSTITUTES OF TECHNOLOGY**

**(Under four tier flexible faculty structure)**

<b>Designation, Pay Band and Academic Grade pay</b>	<b>Essential Qualification</b>	<b>Relevant Experience</b>	<b>Other essential requirements</b>	<b>Additional Desirable requirements</b>
<b>Assistant Professor</b> (On contract) PB – 3 with Grade Pay of 6000/- + 07 additional non-compounded increments.	Ph.D.	None	None	One publication in an SCI Journal.
<b>Assistant Professor</b> (On contract) PB – 3 with Grade Pay of 7000/-.	Ph. D.	01 year.	One paper accepted for publication in SCI Journal.	Two papers in SCI Journals or one patent; may be based on Ph.D. work.
<b>Assistant Professor</b> PB – 3 with Grade Pay of 8000/-.	Ph. D.	03 years after Ph.D. or 06 years total (not counting Ph.D. enrolment period) after obtaining M. Tech. degree.	02 papers in SCI journals outside Ph.D. work. One ongoing sponsored project for candidates from academia. Two experiments or computational projects added to teaching laboratories where appropriate.	One Ph.D. supervision ongoing; 01 Patent; Experience in industry or R&D lab. of répute; M.Tech., M.Sc. or B.Tech. project supervision on live industrial problems.
<b>Associate Professor</b> PB – 4 with Grade Pay of 9500/-.	Ph. D.	06 yrs after Ph.D. or 09 years total (not counting Ph.D. enrolment period), out of which 03 years should be after Ph.D. Three years at the level of Assistant Professor with AGP of ₹8000/- or	04 papers in SCI journals after Ph.D.; One Ph.D. guided as sole or principal supervisor plus one continuing. Two projects ongoing or one ongoing plus one completed. Two experiments or computational projects added to teaching laboratories where appropriate. Academic outreach activity equivalent to two self financed short term courses.	01 or more patents; Supervising two or more students for Ph.D.; Strong liaison with industry; Offering courses through application of ICT.

Designation, Pay Band and Academic Grade pay	Essential Qualification	Relevant Experience	Other essential requirements	Additional Desirable requirements
		equivalent in a reputed university, R & D Lab. or relevant industry.		
<b>Professor</b> PB – 4 with Grade Pay of ₹10,500/-.	Ph. D.	10 years after Ph.D. or 13 years total [not counting Ph.D. enrolment period] out of which 07 years are to be after Ph.D.; At least three years to be at Associate Professor level in an institution of repute.	Two Ph.D. degrees guided in Career as sole or principal supervisor. The following during the past 04 years; (i) 03 papers in SCI journals; (ii) One High value sponsored or consultancy project; (iii) Academic outreach activity equivalent to two self-financed courses offered as coordinator and main teacher; (iv) Two experiments or computational design projects with added to teaching laboratories where appropriate.	One or more Patents; Supervised more than three students for Ph.D.;  Preparing E-Learning material. At least one self-financed short-term course offered every year. Strong liaison with industry. Offering significant support to institute management; High value sponsored or consultancy projects.
<b>Professor</b> HAG Scale ₹67,000 - ₹79,000/-.	Ph. D.	Six years as Professor with AGP of ₹10,000/- or ₹10,500/- in an institute of national importance.	04 Ph.D.s guided as sole or principal supervisor plus at least one full time resident student continuing. The following during the past six years (i) 04 papers in SCI journals; (ii) 02 high value sponsored or consultancy projects plus one ongoing; (iii) Academic outreach activity equivalent to 03 self-financed short-term courses offered as coordinator and main teacher; (iv) Three experiments or computational projects added to teaching laboratories (v) Significant contribution to institute management through personal initiative in responsible positions.	Truly significant contribution in one area – publications, writing of text books or reference books, sponsored projects, consultancy and support to industry, E-learning packages, creative contribution to institute's welfare.

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**F.No.33 – 9 / 2011 – TS.III**  
**Government of India**  
**Ministry of Human Resource Development**  
**Department of Higher Education**  
**NITs Division**  
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Shastri Bhawan, New Delhi,  
dated, the 23<sup>rd</sup> August, 2013

To

The Directors of all the 30 NITs.

**Subject:- Implementation of 4 – tier flexible faculty structure in the National Institutes of Technology (NITs) – regarding.**

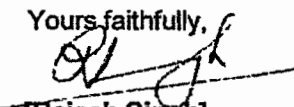
Sir / Madam,

I am directed to state that the Council of NITs in its 3<sup>rd</sup> meeting held on 18.11.2011 under the Chairmanship of Hon'ble HRM vide Item No.3.17 resolved that individual NITs will be allowed to adopt the 4-tier flexible faculty cadre structure. It has further been reiterated by the Committee constituted under the Chairmanship of Dr. Anil Kakodkar to review the NITs system, which in its first meeting held on 12.02.2012, deliberated that it is desirable that NITs align with IITs in terms of 4-tier flexible system.

2. The Ministry of HRD vide its letter No F 33 – 7 / 2011 – TS.III dated 14.03.2012 issued guidelines on promotion of faculty members in NITs under Career Advancement Scheme (CAS) wherein under para 4(s), it was specifically mentioned that all the NITs will be required to adopt 4-tier flexible faculty structure (presently operating in IITs, IIMs, IISERs and NITIE) and that vide this Ministry's letter No.F.33-7/2011-TS.III dated 18.03.2013, it was informed that the CAS policy has been dispensed with effect from 30<sup>th</sup> April, 2013.

3. In light of the above, the proposal for switching over to a 4-tier flexible faculty structure is now concurred by the Integrated Finance Division of this Ministry and approved by the Hon'ble HRM in his capacity as the Chairman of the Council of NITs for adoption / implementation by the respective NITs, after adoption by the respective Board of Governors. The approved norms of 4-tier flexible faculty structure are enclosed for implementation by the NITs.

Yours faithfully,

  
[Rajesh Singh]  
Director (NITs)  
Tel: 23073687

Encl.: as above.

Copy for information to:- The Chairpersons, Board of Governors of the National Institutes of Technology (NITs).

**Norms of 4- tier Cadre Structure of Faculty Posts  
in the National Institutes of Technology (NITs)**

Sl. No.	Designation, Pay Band and Academic Grade Pay	Essential Qualification and Relevant Experience
1.	<b>Assistant Professors (On contract)</b> PB-3 of ₹15600-39100 with AGP of ₹6,000/- p.m.	<p>(i) Assistant Professors to be recruited on contractual basis are not part of the regular faculty cadre in NITs. Appointment at this level may be made on contract basis to enable bright young Ph.D.s scholars to teach and earn experience in premier institutions.</p> <p>(ii) At the entry level they may be placed in Pay Band PB-3 of ₹15600-39100 with Academic Grade Pay (AGP) of ₹6000/- p.m. with seven non-compoundable advance increments.</p> <p>(iii) To encourage fresh Ph.D.s to join the teaching system, at least 10% of the total faculty strength should be recruited at this level. However, relaxation in respect of educational qualifications could be given upto 25% of total Assistant Professors recruited. The reasons for such relaxations should be duly recorded and reported to the Board of Governors of the respective institutions.</p> <p>(iv) After one year of post Ph.D. experience, these Assistant Professors shall be placed in the AGP of ₹7,000/- p.m.</p>
2.	<b>Assistant Professors</b> PB-3 of ₹15600-39100 with AGP of ₹8,000/- p.m.	<p>(i) To be appointed in PB-3 to be placed at ₹22500/- with AGP of ₹8000/- p.m. For direct recruits, minimum pay in the Pay band to be fixed at ₹30,000/-.</p> <p>(ii) For appointment as Assistant Professor, one should have a Ph.D. with first class at the preceding degree or equivalent in the appropriate branch with a very good academic record throughout and at least three years industrial/research/teaching experience excluding however, the experience gained while pursuing Ph.D.</p> <p>(iii) Assistant Professors on completion of 3 years of service shall move to Pay Band of ₹37400-67000 (PB-4) with an Academic Grade Pay (AGP) of ₹9000/- and will, however, continue to be designated as Assistant Professor.</p>

*[Handwritten signature]*

Sl. No.	Designation, Pay Band and Academic Grade Pay	Essential Qualification and Relevant Experience
3.	<b>Associate Professors</b> PB-4 of ₹37400-67000 with AGP of ₹9,500/- p.m.	<p>(i) To be appointed in PB-4 (₹37400-67000) with AGP of ₹9500/- p.m. For direct recruits. Minimum pay in the PB-4 to be fixed at ₹42,800/-.</p> <p>(ii) For appointment as Associate Professor, one should have a Ph.D. with first class at the preceding degree or equivalent in the appropriate branch with a very good academic record throughout and a minimum of six years Teaching Industry/Research experience, or which at least three years' should be at the level of Assistant Professors, Senior Scientific Officer / Senior Design Engineer.</p>
4.	<p><b>Professors.</b> PB-4 of ₹37400-67000 with AGP of ₹10500/- p.m.</p> <p>Professors: HAG Scale (₹67000-79000) without any GP</p>	<p>(i) For appointment as Professor, one should have a Ph.D. with first class at the preceding degree or equivalent with a very good academic record and a minimum of 10 years experience of which at least 4 years should be at the level of Associate Professor.</p> <p>(ii) For Direct Recruits, Minimum pay in the Pay Band to be fixed at ₹48,000/-.</p> <p>(iii) Upto a maximum of 40% of the sanctioned posts of Professors after regular service of 6 years as Professor can be awarded HAG Scale of ₹67000-79000 without any GP in all NITs after fulfilling the eligibility conditions given in the guidelines for implementation of HAG scales in this Ministry's letter No.34-9/2012-TS.III dated 22.3.2013.</p> <p>(iv) While implementing the HAG scales, those Professors of NITs and CFTIs who are appointed as Directors in the NITs system by the MHRD, shall deemed to have been placed in the HAG scale notionally from the day they took charge as Directors in NITs or from the day the guidelines were issued by the Ministry vide its letter No.F.23-1/2008-TS.II dated 18.8.2009, whichever is later.</p>

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**GOVERNMENT OF INDIA  
MINISTRY OF HUMAN RESOURCE DEVELOPMENT  
DEPARTMENT OF HIGHER EDUCATION**

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**Recruitment Rules for the faculty posts under four – tier flexible  
faculty cadre in National Institutes of Technology (NITs)**

1. **Short title and commencement** : These rules may be called the NIT Faculty Recruitment Rules, 2013. These shall come into force from the date of their acceptance / adoption by the Board of Governors of the concerned Institute.
2. **Definitions** : In these rules, unless the context otherwise requires;
  - a) "Act" means National Institutes of Technology, Science Education and Research (NITSER) Act, 2007.
  - b) "Statutes" means the First Statutes of the NITs and the Statutes subsequently framed by the respective NIT or framed by the Ministry of Human Resource Development.
  - c) "Service Rules" means Service Rules of the respective NIT.
  - d) "Faculty" means the Professor, Associate Professor and Assistant Professor of the NITs.
3. **Method of Recruitment and other matters** : The method of recruitment and other matters relating to the post of Faculty shall be specified in the Schedule annexed to these rules.
4. **Deputation / Contractual Appointments** : Faculty, who are appointed on contractual basis, shall be for a fixed period not exceeding five years.
5. **Disqualification** : No person,
  - (i) Who had entered into or contracted a marriage with a person having a spouse living; or
  - (ii) Who having a spouse living, has entered into or contracted a marriage with any person.shall be eligible for appointment to the said post;

provided that the Board of Governors may, if satisfied that such marriage is permissible under the personal law applicable to such a person and the other party to the marriage and that there were other grounds for so doing, exempt any person from the operation of this rule.
6. **Saving** : Nothing in these rules shall affect reservations, relaxations of the age limit and other concessions required to be provided for the candidates belonging to the Scheduled Castes, Scheduled Tribes, Other

Backward Classes, Ex-servicemen and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard. These rules shall also not affect the recruitments already made or for which recruitment process has already commenced; but any appointment or promotion to higher post proposed to be made or made subsequent to the notification of these Recruitment Rules will be governed by these Recruitment Rules.

7. **Other conditions of service** : The other conditions of service of the Faculty for which no specific provisions have been made in these rules shall be regulated in accordance with such rules as are, from time to time, applicable as per the First Statutes of the NITs and the subsequent amendments. For matters not covered by the Statutes, the corresponding Central Government Rules shall be applicable.
8. **Qualifications and other requirements of Selection** : Qualifications and other requirements of selection for various faculty posts are given in detail in the **Annexure – I (pages 3 to 4)**.
9. These rules are bare minimum and the Board of Governors can however fix higher benchmarks, higher than the prescribed in consultation with the Council of NITs.

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**SCHEDULE**

**Recruitment Rules (RRs) for the Post of Assistant Professor,  
Associate Professor and Professor of NITs.**

1. **Name of Posts** :  
Assistant Professor / Associate Professor / Professor of NITs.
2. **Number of Posts** :  
As per norms fixed by the Govt. of India
3. **Classification** :  
Group – A (Pay Bands PB – 3 and PB – 4)
4. **Whether Selection post or non-Selection post:**  
By Direct Recruitment
5. **Age limit for Direct Recruitment** :  
Fresh appointment beyond the age of 60 years is discouraged except in the case of faculty with exceptionally brilliant research career and with ongoing or approved externally funded research projects.
6. **Educational and other Qualification required for Direct Recruits** :  
The essential qualifications, relevant experience and other essential qualifications have been given in **Annexure – I (page 3 to 4)**.
7. **Whether age and educational qualifications prescribed for Direct Recruits will also apply in Case of promotees** :  
There shall be no distinction between external and internal candidates with regard to the requirements of qualification and experience.
8. **Period of probation, if any** :  
One year. It may be extended by the respective BoG, on recommendation of the Director.
9. **Method of Recruitment:**  
Direct Recruitment.

10. **In case of recruitment by promotion / deputation / absorption, grades on which promotion / deputation / absorption to be made applicable :**

Not applicable.

11. **Basic principles of Faculty recruitment:**

- a) A Ph.D. degree shall be the minimum qualification for a regular faculty position in NIT.
- b) All recruitment and pay-fixation shall be done by the BoGs of the Institutes only on the recommendations of duly constituted Selection Committees. There shall be no scope of fixing of altering pay (pay in pay-band or grade pay) outside the Selection Committee. The Selection Committee shall be the only entity empowered to consider the past services and qualifications of a candidate.
- c) Recommendations of the Selection Committee will be arrived at by discussions within the Committee. Contents of such discussions and details of transactions within the Committee will not form a part of permanent records or minutes.

12. **Distribution of posts among departments / centres and designations:**

While there is no rigid formula for distribution of sanctioned posts among the departments and centres within an Institute, pages at 19 and 20 gives a recipe for distributing sanctioned faculty posts among various departments of an Institute. But the BOG, on the recommendation of the director, shall dynamically allocate sanctioned faculty positions among the departments taking into consideration academic programmes of various departments, existing quality of faculty, expected retirements and availability of bright candidates.

There will be four designations – Professor, Associate Professor and Assistant Professor and Assistant Professor (Contract).

13. **Qualifications and Experience:**

Qualifications and experience required for various posts as well as the selection procedure are listed at pages 3 to 4 and pages 14 to 17, respectively.

14. **Faculty from industry without Ph.D. degree:**

There shall be necessary provision for inducting faculty from industry (or comparable organisations) with substantial professional and R&D

experience, but not having a Ph.D. degree. If in the opinion of the Selection Committee, candidates have good number (say 10) of publications in leading journals of the field, the requirement of Ph.D. degree may be waived.

**15. Policy on avoiding in-breeding:**

Most leading universities of the world, including the best Institutes of India have an explicit or implicit policy of not inducting their own students into the faculty. To avoid such in-breeding, the NITs will follow the following policies:

- a) Candidates who have obtained or are expected to obtain their most recent degree (Ph.D.) from the Institute will normally not be considered for recruitment, except where there is a 3 years' gap (approximately) between leaving the Institute and the expected date of joining.
- b) This is not applicable to candidates who are already members of the faculty, either regular or on contract, and are pursuing a higher degree in the Institute.
- c) In special cases, where the department (at the time of short-listing) or the Selection Committee feels that an exception needs to be made (for reasons such as severe shortage of faculty in a given academic field or exceptionally brilliant candidate or any other), the reasons for such exceptions are to be recorded in writing and put up to the Board of Governors for approval. The Board, if convinced, may confirm the selection. Such appointments will not serve as precedence.

**16. Multiple attempts:**

In order to keep the number of candidates interviewed within practical limits, Scrutiny Committee may, if it deems fit, reject a candidate on his third or further attempt, if the candidate has failed to win the same post in two previous attempts, (either in scrutiny or selection stage), even if he meets the short-listing criteria, except when there is significant new achievement justifying an exception.

**17. Functioning of the Selection Committees:**

While the Scrutiny Committee and Selection Committee will use all information available to them and be as quantitative as possible, their recommendations will reflect a collective decision based on accumulated professional experience which is often not possible to quantify. Committees will not be obliged to record the details of their individual reasoning process.



**18. Auxiliary Faculty Positions:**

Norms for appointment of adjunct, honourary, chair, emeritus, contractual, visiting, ad hoc and temporary faculty are given at pages 21 to 23.

**19. Seniority of Faculty:**

Personal prospects as well as responsibilities assigned by the Administration in an Institute of higher learning should be decided on academic merit, scholastic contribution and performance, rather than by service seniority.

**20. Maintaining National character of NITs:**

As decided by the Council of the National Institutes of Technology (NITs), the Institute shall strive to recruit 50% faculty not domicile of that State in which the Institute is located.

**21. Miscellaneous:**

A copy of these regulations including the academic criteria specified for various posts and selection procedure in **Annexure – I to III** will be made available to every member of the Selection Committee before start of interviews.

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## PROCEDURE FOR SELECTION OF FACULTY IN NIT SYSTEM

Today there is great diversity among the selection procedures being followed in institutions of higher learning in our country. Different systems have evolved in different institutes in response to their emphasis on research and teaching, historical and geographical factors. The procedure outlined here has generally, but not exactly, been followed in most IITs. The procedure is prescribed as a guideline, without insisting that it be followed religiously. Boards of Governors may opt for alternative procedures after examining their merit vis-a-vis the base line procedure given below.

1. The Director will create an "Advisory Committee on Faculty Recruitment (ACoFAR)" with a senior member of the faculty as the Chairman. Normally, he should be the Dean (Faculty Welfare); but Director shall have the discretion to assign the responsibility to Dy. Director or another senior Professor or handle it himself. The Chairman of ACoFAR shall be authorized to communicate with departments, candidates and experts on the advice of Director. In addition, the Committee shall discharge the following functions:
  - a) Examine and advise on distribution of faculty positions among various departments;
  - b) Proactively search for faculty candidates in India and abroad.
  - c) Assist the Director in examining, short listing criteria and preparing panels of short listed candidates submitted by departments;
  - d) Examine and recommend proposals for deviation in age, formal qualifications, industry experience or any other criterion or guideline;
  - e) Reservation of positions for specialization or sub-specialisation and rank of faculty to be inducted; and
  - f) Proactively search for candidates from reserved categories, and if not available after repeated attempts, prepare proposals for de-reservation in accordance with the relevant rules & regulations.
2. The Institute will create a panel of experts and update it on annual basis. The list will be prepared by taking inputs from departments. Director may also add extra names or delete some from the list. Normally the experts should be drawn from NITs, IITs, IIMs, IISERs, IISc, University departments, major R&D Laboratories (CSIR, ICAR, DAE, ISRO, DRDO etc) and major industry. The list, along with postal and electronic addresses, designations, specialization and other relevant particulars of proposed experts is to be placed before the Senate and then the BoG for their approval. Every higher authority shall have the power to add and delete names. In addition, fellows of INAE and the 3 science academies will be automatically included in the panel. Every attempt should be made to ensure that major specializations of each department are adequately represented in the panel.
3. While the above is a permanent list, upgraded periodically, preferably every year, the BOG, at its discretion, may permit Director to choose experts for every single selection process from the full panel or from specific sub panels.
4. As per NIT Act, the visitor shall nominate one member to the selection committee. It is observed in practice that being present in all sessions of a selection process (that spreads over two to four weeks) becomes hard on the distinguished professors who serve as visitor's nominees, and they are often unwilling to spare the time. The Ministry will recommend to the Hon'ble Visitor to nominate a panel of five distinguished persons in different subject areas to

serve as Visitor's nominees and permit institutes to invite them as per their availability and convenience.

5. The director will send a copy of the panels approved by the Secretariat of the Council of NITs for records.
6. It is extremely important that the suggested panel of experts is examined critically by the Board and the Ministry and any member with a questionable integrity is removed.
7. Prior to a selection process, the Director will choose experts from the approved panels ensuring a reasonable distribution among specialisations, and to the extent possible, diversity of background, place of work etc.
8. In addition to the expert members of the selection committee, the Director, as Chairman of the Committee, may invite observers from SC/ST and minority communities or any other person of repute to instill confidence in the minds of the candidates and of the Institute community.
9. On advice of the Director, the Chairman, ACoFAR will seek from the Departments the specific specializations where new faculty is to be recruited. The HoDs will consult senior faculty colleagues and prepare the proposals to the Institute, which will be collated by the Chairman, ACoFAR and placed before the Director for approval. The Director is expected to review the proposals critically and finalize the draft advertisement including specializations, critical dates, newspapers of advertisement and other details.
10. Serving regular faculty members shall be eligible to apply for higher positions in their own departments irrespective of their specializations, if they satisfy other advertised criteria.
11. Application may be received on paper, on-line or both, depending on the technological resources of the respective Institute. In addition, the Institute will consider applications received against standing advertisement, if any, and unsolicited applications.
12. While applications received within the advertised closing date shall definitely be considered, late applications (upto the interview time) may be considered at the discretion and convenience of the administration.
13. In addition to the advertisements, all sections of the institute administration - Director, members of ACoFAR, HoDs and all faculty members will make proactive effort to attract applications from prospective candidates, without making any commitment of selection. Such efforts will include postal and email correspondence, telephonic talks and public announcement when there is an opportunity.
14. Applications, when received, will be organized, relevant information summarized, and sent to the departments by the Registry, for short listing. The objectives of short listing are two folds:-
  - (a) to reject applications that do not meet advertised criteria and
  - (b) to select the best candidates from the remaining list so that the number of candidates to be called for interview with the experts remains within manageable limits.

15. Departments will make attempt to set "short listing criteria" that can be easily implemented. But, considering the multiple attributes that need to be considered, it may become necessary to make case by case exceptions. In all such cases the general short listing criteria and the reasons for exception, if any, are to be recorded in writing. Short listing criteria may include, among others, such conditions as:
  - (i) superior academic record – all through first class career or higher grades in B.Tech/M.Sc/M.Tech, higher than advertised criteria,
  - (ii) reputation of institutions from where the candidate has obtained his degrees,
  - (iii) number of unsuccessful attempts for the same post [Candidates who have been rejected in the past may be called only if there is a good reason, the reason to be recorded in writing.]
  - (iv) specialisation, including micro specialisation,
  - (v) professional service record - reputation of organization where experience has been earned, nature of job, current activities etc.
16. The Departments' recommendations shall be placed before the Director for the final short-listing. The final list of candidates to meet the Selection Committee will be arrived at in a combined meeting of the Director, the ACoFAR, the HoD and at least three senior faculty members of the Department. In case of a lack of unanimity among the members, the director's decisions shall be final for the purpose of calling a candidate to the interview. The different viewpoints, however, will be recorded in writing and placed before the selection committee who may record their own comments for information of the BOG. The decision of the Board on the selection shall be final and binding.
17. In addition to formal application, candidates will be required to submit reprints/preprints of publications and list of referees. The PIC will organize collection of references and review of publications by independent referees for short listed candidates, both internal and external.
18. The short listed candidates will be invited by the Chairman, ACoFAR or the Registrar for personal interview with the selections committee constituted in accordance with the NIT Act and the statutes of the respective institutes. In addition, the individual institutes may seek seminar presentation in the departments, and/or any other form of academic interaction with the faculty. All such interaction will be open to the faculty and students of the institute and will be well publicized in advance to invite a decent audience. The feedback of the faculty will be communicated to the selection committee by the HoD. Candidates located outside the country or otherwise not in a position of attending personal interview, may be interviewed over video conferencing or be selected in absentia at the discretion of the selection committee.
19. On completion of the interview, the selection committee will record its final recommendations with signature of every member present. The Director, as chairman of the committee will be responsible for writing the recommendation. There shall be no scope for retaining individual view points or details of discussion. Any member(s) with a dissenting opinion may, however, record their observations. On a separate page( with a reference in the main page that will be presented by the Director to the BoG with his own comments on the observations.

20. The Selection Committee shall employ the same yard stick to evaluate all candidates for a post or AGP – external, internal, ~~with or without a clear vacancy~~, and shall prepare a common panel of recommended candidates. Out of this panel, the vacant posts will be filled on the basis of merit without consideration of external or internal candidates.

The Selection Committee, at its discretion, may recommend to retain the panel for a maximum period of one year or next round of selection for the department, whichever comes earlier, so that vacancies caused during this period can be filled in order of merit. On completion of this period, only the internal candidates will be given promotion under CAS to be adjusted against future vacancies caused by retirement, resignation or creation of new posts, any time in future.

21. Recommendations of the selection committees will be placed before the BoG, along with details of sanctioned posts, reservation categories etc, for final approval and subsequent issue of appointment orders by the Registrar.
22. If a meeting of the BoG is not scheduled within a short period from the meeting of the selection committee, the director, with approval of the Chairman BoG, may seek the approval of members by circulation. While recommendation of the selection committee is awaiting approval of the BoG, the director may, at his discretion, inform successful candidates, but with a clear line stating that such information is awaiting approval of competent authority and is not legally binding.
23. All appointments - regular, internal or external, will be effective from the date of the Board meeting or any later date fixed by the Board. There shall, however, be no pre-dating of an appointment.

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## Distribution of Faculty Posts among Departments

Every institute shall have only a finite member of faculty posts sanctioned by the ministry. The distribution of these positions among the departments will be flexible to dynamically maximize the number of faculty in position at any given time. It should be appreciated that institutes will be losers and the cause of education will be hampered if faculty positions which could be filled up in other departments are kept vacant simply because current market scenario is making faculty unavailable in a specific department. Instead of keeping vacant positions, if additional faculty are inducted in other departments, they will contribute to (a) elective courses in teaching, particularly those electives that are subscribed to by students across many departments, (b) research, (c) continuing education, (e) institute, hostel and SAC management etc. A vacant faculty post serves no one. At the same time, it is the responsibility of the Director, and of the Board, to ensure that no department starves of faculty when candidates are available and posts are used up elsewhere.

The following table may be taken as a guide for computing "normal faculty strength" in any department.

B Tech Programme (Annual Intake < 50)	= x
B Tech Programme (Annual Intake > 50)	= 1.5 x
Dual degree with existing M. Tech. specialization	= 0.1 x
Dual degree with exclusive M. Tech. specialization	= 0.2 x
Additional B Tech Programme(Each programme)	= 0.5 x
M Tech programme(Each programme)	= 0.5 x
M.Sc. (2 years) programme	= 0.5 x
M.Sc (5 years) programme	= x
MBA Programme (Annual Intake <50)	= x
MBA programme (Annual Intake >50)	= 1.5 x
MCA ( 3 Years ) Programme	= x
Common theory courses for 1 <sup>st</sup> & 2 <sup>nd</sup> years (per subject)	= 0.2 x
Common practical courses for 1 <sup>st</sup> & 2 <sup>nd</sup> years (per course)	= 0.1 x
<b>Total</b>	<b>= nx</b>

$$x = [\text{Sanctioned faculty strength}] \div n$$

The normal strength of every department shall be computed based on the above scheme, additional factors taken into consideration, rounded and approved by the Institute Senate to serve as a guideline for all future recruitment. In case of serious disagreement among members the Senate, the decision of the BOG shall be binding.

The above prescription is based on a principle of equal sharing of teaching responsibility among all faculty members irrespective of rank. In contrast with the prescription of AICTE, professors of NIT are expected to take up a larger share of the teaching job, particularly in large classes and in common fundamental subjects. This principle has the merit of providing better education in basic subjects, It frees younger faculty to pursue research, particularly those who are enrolled in Ph.D programmes.

Experienced faculty are also expected to spend less time in preparing for classes and spend the rest of the time in institute management.

Additional factors shall include, but will not be limited to, expected student strengths in common courses, open electives, being normally offered by the department, common subjects among M Tech specializations, strength of M Tech courses etc. In general, departments and centers can be classified into two or three groups depending on the above formula and faculty strength calculated for each group.

\*\_\*\_\*\_\*\_\*

## **Adjunct, Honorary, Chair, Emeritus, Contractual, Visiting, Ad hoc and Temporary Faculty**

In addition to its regular faculty, an institute may augment its intellectual capital by hiring additional scholastic resource through different types of secondary faculty positions. Such faculty members contribute significantly to the department in terms of sharing teaching tasks and enhancing research output. Academic contributions and decisions (e.g. award of grades) of such faculty members shall have the same legal validity as those of regular faculty members. The primary purpose of hiring adjunct, honorary, chair, emeritus and visiting faculty is to receive the honor of hosting distinguished professionals and academicians, and not off-loading of routine teaching activity. In contrast, the primary purpose behind hiring ad hoc, temporary or contractual faculty is to provide routine teaching services, particularly when adequate number of regular faculty are not available.

The appointing authority of adjunct, honorary and chair professors shall be the senate while that for emeritus professors and contractual faculty shall be the BOG considering that in the latter case Government money needs to be spent on salary. Director may appoint ad hoc and temporary faculty, who need to be given appointment at short notice and do not constitute a long term responsibility of the institute. The following guidelines will give the administrative details of hiring additional faculty.

### **Adjunct Faculty**

Reputed scientists, engineers, physicians, advocates, artists, civil servants, bankers and other professionals, both serving and retired (from active service), can be inducted as Adjunct faculty. They will bring reputation to the institute, add valuable expertise and practical knowledge and complement the knowledge pool of existing faculty. The following will be some broad guide lines for selection of adjunct faculty.

- (i) They must be persons of repute, comparable to at least the top one third of the regular faculty in professional expertise and reputation in their own fields and organizations.
- (ii) Adjunct faculty will supervise student projects at all levels - UG to Ph.D., carry out sponsored research and consultancy, and teach courses, all these activities either independently or in collaboration with a regular faculty. They may also be members of departmental committees, if their professional experience becomes useful. While teaching courses, they may take responsibility of a full semester-long course or only a part thereof in collaboration with a regular faculty. The degree of involvement will be worked out mutually by the adjunct faculty and the Institute.
- (iii) Adjunct faculty will be appointed by the senate on recommendation of a committee headed by the director. Duration of appointment shall be between 1 and 5 years.
- (iv) Adjunct faculty will be provided with office room, secretarial services and other facilities depending on their involvement in academic activities.
- (v) They shall receive no salary, fee nor any other compensation for their services. All direct expenses such as travel, accommodation, preparation of lecture material etc shall be reimbursed at actuals.



- (vi) Adjunct faculty may receive financial support at the discretion of the director to attend conferences in India or abroad for presenting their work done in the institute, if in the opinion of the director, he has contributed significantly to the institute's academic programme.

### **Honorary Faculty**

Institutes may honour distinguished academicians including its own retired faculty members by conferring on them the status of "Honorary Faculty". This status will be same as adjunct faculty except that:-

- (i) Honorary faculty will be drawn from distinguished persons retired from active service, including the Institute's own retired faculty, who commit to be engaged in substantial scholastic activity using facilities of the Institute and contribute academic services to the institute without compensation.
- (ii) Duration of appointment shall be "for 5 years" or "for life".
- (iii) Directors of institutes appointed by the visitor in accordance with the provisions of NIT Act and statutes will automatically be "Honorary faculty for life" on completion of their tenure of service, irrespective of their level of engagement in institute activity in future.

### **Chair Professors**

The Board may create a position of chair professor in a given department with or without a fixed specialization from money donated by an external agency or person. If sufficient funds are available to pay full salary and other benefits from the interest money, a new faculty post with terms identical to regular posts may be created. On the other hand, if limited funds are available, an existing regular faculty position or a secondary position under adjunct, honorary, visiting or contractual categories may be declared as an external chair where the donation received from the external agency will provide such benefits as top-up salary, travel grant or any other benefit to the incumbent.

### **Professor Emeritus**

Faculty superannuating from service in NITs and comparable institutions may be inducted by the Board as Professor Emeritus for a maximum period of 3 years. This provision is limited to faculty with suitable externally sponsored projects or comparable activities, in addition to shouldering normal teaching responsibilities. Such appointment shall be made against sanctioned faculty posts only.

### **Faculty on Contract**

When regular faculty positions cannot be filled, to Board at its discretion, may fill up sanctioned faculty positions "on contract", where the terms of separation will be far easier than those of regular faculty. Other facilities and mode of selection, to the extent possible, will be same as those for regular faculty. Examples of contractual faculty will include Assistant Professors without Ph.D. degree under the 3 tier system or Assistant Professors during the first 3 years after Ph.D. under the 4 tier system, faculty considered in absentia, and distinguished professors and engineers/scientists who have retired from other organisations.

### **Visiting Faculty**

Academic personnel from universities, institutes, R&D labs, industry or Government in India or abroad, including those on sabbatical leave from other institutions or retired, may be inducted into the institutions for brief periods (Maximum 2 years), with or

without remuneration. Such faculty members are expected to work full time taking academic responsibilities at par with regular faculty members. They may be appointed by Director on recommendation of the Head of the department, and a counterpart faculty member in the department who will serve as a host. Visiting faculty may be provided with mutually agreed honorarium and facilities (e.g. residential accommodation) on discretion of Director.

#### **Ad. hoc appointments**

To meet urgent need of faculty or to retain a brilliant candidate, the Director is empowered to make ad hoc appointment against sanctioned posts at all levels. Such appointment can be done for a maximum duration of 12 months, and shall not be extended even with breaks. A reasonable pay band, pay and AGP may be worked out, and increment may also be given as per rules. This pay shall not be binding on the selection committee, which may make its own decision, the formal appointment, if at all, shall carry its own pay unrelated to the ad hoc pay. Facilities such as residential accommodation, travel etc, normally available to faculty members, may be extended at discretion of Director. The director will make his decision basing on the recommendation of a small committee of senior faculty colleagues which will include at least one internal Board member, and one external subject expert. A Ph.D. degree with a superior academic career is a minimum requirement for ad hoc appointment at Assistant Professor level. Commensurate work experience in institutions of repute is necessary for higher posts.

#### **Temporary Faculty**

The director may recruit "Temporary faculty" against sanctioned posts to tide over serious shortage of faculty to handle UG & PG teaching load. This will be possible only in departments where the number of faculty in position, not counting teachers on long leave, is below  $0.75 \times$  normal strength. The candidates need to have at least a Master's degree in Engineering or a doctorate in science/humanities with first class [60% marks or (GPA 6.5/10)] at both bachelor's and master's level. Selection can be made on recommendation of a committee of faculty members that must include at least one internal board member and one faculty member of another department. Presence of an external subject expert is not essential.

Duration of appointment shall be one semester to start, and may be extended on semester to semester basis on recommendation of the HOD. Maximum duration of appointment in the entire career of a person shall be limited to 5 semesters. A consolidated remuneration, proportional to the assigned duties may be worked out on mutual agreement. The temporary faculty may be permitted to work full time or part time depending on the remuneration paid to him. In addition to the consolidated remuneration, director may, at his discretion, extend residential accommodation, telephone, travel and other facilities.

**X-X-X-X-X-X-X**

F.No.33 – 9 / 2011 – TS.III  
Government of India  
Ministry of Human Resource Development  
Department of Higher Education  
\*\*\*\*\*

Shastri Bhawan, New Delhi,  
dated, the 28<sup>th</sup> January, 2014

To

The Directors of all the 30 NITs.

**Subject:- Implementation of 4 – tier flexible faculty structure in the National Institutes of Technology (NITs) – regarding.**

Sir / Madam,

I am directed to refer to this Ministry's Order of even number dated 15<sup>th</sup> January, 2014 on the subject mentioned above and to say that the following amendments may kindly be carried out before the adoption by the Board of Governors of the NITs:-

Para / Point No. and Page No.	Original Text	Shall be replaced with
Point No.20 at Page 17	On completion of this period, only the internal candidates will be given promotion under CAS to be adjusted against future vacancies caused by retirement, resignation or creation of new posts, any time in future.	Shall be omitted.

Yours faithfully,

  
[Rajesh Singh Solanki]  
Under Secretary (NITs)  
Tel: 23385935

Copy for information to:- The Chairpersons, Board of Governors of all the NITs.

**Item 33.12 To note the Recruitment Rules (RRs) for Non-Teaching posts in the Institute as per the MHRD letter dated 05.02.2014.**

MHRD letter No. F.33-2/2012-TS.III dated 6.6.2012 was received by e-mail in respect of Model Recruitment Rules for Non-Teaching posts in National Institute of Technology (NITs). The Model Recruitment Rules (RRs) for Non-Faculty posts in National Institute of Technology (NITs) cited in the above e-mail were downloaded from the website of the Ministry of HRD. The same was placed before the Board in its 28<sup>th</sup> meeting vide item No. 28:17 held on 20.07.2012. The Board decided as under:

*"The Board accepted the Uniform Recruitment Rules for non-faculty positions and decided that no relaxations in the essential requirements for the entry level posts be granted. However, the Board approved the relaxations in the essential requirements for the promotional posts as one time arrangement.*

*The Board approved the filling up of vacant non-faculty posts including 73 additional sanctioned non-faculty posts".*

The MHRD vide letter No.F.33-2/2012-TS.III dated 5.2.2014 again sent the Recruitment Rules (RRs) for Non-teaching posts as approved by the Council of NITs for adoption by the BOG and implementation. A copy of the RR is enclosed as Appendix – XXIV from page 106 to 143. Both the Recruitment Rules i.e. MRRs & RR are same.

The matter is placed before the Board to for adopting the Recruitment Rules (RRs) for implementation.

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

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

To

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

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

Sir / Madam,

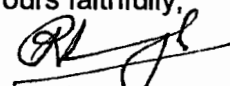
As you are aware, the Recruitment Rules (RRs) for both the Teaching and Non-Teaching posts, respectively, for the National Institutes of Technology (NITs) were approved by the Council of NITs in its 3<sup>rd</sup> Meeting held on 18.11.2011.

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

3. The NITs are advised to strictly adhere the instructions after adoption by the Board of Governors.

4. This issues with the approval of the competent authority in the Ministry.

Yours faithfully,

  
[Rajesh Singh]  
Director (NITs)

Tel-Fax: 011-23073687

*R*  
*for next BGG*  
*On 21/2/14*  
Encl.: (i) RR for Non – Teaching posts in NITs.

*DRGA*  
*L*  
*21/2/14*  
Copy to:-

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

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

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

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

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

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

1.	Name of the Post	Assistant Registrar
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB – 3 (₹15,600 – 39,100) with Grade Pay of ₹5400/-. After eight years of service as Assistant Registrar with GP of ₹5400/-, an incumbent will be assessed by the DPC for moving to the higher GP of ₹6600/- with the same designation.
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Not exceeding 35 years
7.	Educational and other qualifications required for direct recruits	<p><b><u>Essential:</u></b> Masters' degree in any discipline with at least 55% marks or its equivalent Grade 'B' in the UGC 7 point scale from a recognized University / Institute with excellent academic record.</p> <p>OR</p> <p>Employees of the institute serving as Superintendent SG-II) or Secretary (Selection Grade II) for at least 6 years at Grade Pay of ₹4800/- or higher with Master's degree, and exemplary performance record. [Age bar not applicable; no relaxation in educational qualifications.]</p> <p><b><u>Desirable</u></b></p> <p>i) Qualification in area of Management / Engineering / Law. ii) Experience in handling computerized administration / legal / financial / establishment matters. iii) A Chartered or Cost Accountant degree or diploma for the post of Assistant Registrar (Finance and Accounts).</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age: No Educational qualification: yes
9.	Period of probation, if any	2 Years
10.	Method of Recruitment : whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	75% Direct recruitment, failing which by deputation.  25% by Promotion failing which by deputation/ contract, failing which in both, by direct recruitment.
11.	In case of recruitment. by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<p><b><u>Promotion:</u></b> From the post of Superintendent (SG-I) or Secretary (SG-I) through prescribed test and interview.</p> <p><b><u>Deputation:</u></b> Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: a) Holding analogous post, and b) Possessing educational qualification and experience as prescribed in Col. 7.</p>
12.	If DPC exists, what is its composition	As per the provision contained in the NIT Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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

**Note:**

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

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

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

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

**Note:**

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



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

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

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

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

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



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

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

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

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



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

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



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

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

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

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

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

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



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

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

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

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



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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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



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

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

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

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

\*\_\*\_\*\_\*\_\*\_\*\_\*



**Item 33.13 To consider pay anomalies arising out of the implementation of Model Recruitment Rules (MRRs).**

The Institute recruited 85 Assistant Professors during 2012 and 2013 following the MRRs received vide MHRD letter No.F.33-7/2001-TS.III dated 14.03.2012 duly approved by the Board. The minimum qualification and experience requirements for faculty positions of NITs (under the standard 3 tier rigid faculty structure) have been prescribed in the MRRs.

The candidates recommended by the Selection Committee possessing the M.Tech qualification were appointed as Assistant Professor (on contract) in the PB-3 and AGP of Rs. 6000/- + 2 increments and those possessing the Ph.D qualification were appointed as Assistant Professor in the PB-3 and AGP of Rs. 7000/- (without any increment). In the MRRs it is mentioned that two advance increments shall be admissible at the time of recruitment for the post of Assistant Professor (on contract) with AGP of Rs. 6000/- having the essential qualification M.Tech. whereas nothing is mentioned for the grant of any advance increment admissible at the time of recruitment in the case of Assistant Professor (on probation on a regular post) in the PB-3 and AGP of Rs. 7000/- having the essential qualification Ph.D (copy enclosed as Appendix – XXV at page 146). Subsequently, three persons appointed as Assistant Professor (on contract) in PB-3 and AGP Rs. 6000/- with M.Tech. qualification completed their Ph.D degree after joining. Consequent upon their acquiring Ph.D. degree, they were regularized as Assistant Professor in PB-3 and AGP of Rs. 7000/- on probation w.e.f. the date of completion of Ph.D.

The initial pay fixation of the Assistant Professors was as follows:

- |   |  |
|---|--|
| (1) Assistant Professors<br>(on contract) with<br>Qualification of M.Tech                     | - PB-3 (Rs. 15600-39100) + AGP 6000/- + 2<br>increments=Rs. 15600+Rs. 1300 (Two non-<br>compounded increments) +6000= Rs. 22,900/- |
| (2) Assistant Professors<br>(on probation on a regular<br>post)<br>with Qualification of Ph.D | - PB-3 (Rs. 15600-39100) + AGP 7000/- (without<br>any increment)<br>Pay fixed at basic pay of Rs. 15600+AGP<br>7000/- = 22,600/-   |

The grant of any advance increment admissible at the time of recruitment for the post of Assistant Professor (on probation on a regular post) with AGP of Rs. 7000/-, is not mentioned In the Model Recruitment Rule. Therefore, the initial pay fixation for the post of Assistant Professor (on probation on a regular post) have been made at the minimum of the Pay Band-3 of Rs. 15600-39100+AGP 7000/- (without any increment) i.e. 15600+AGP 7000/-.

From the above comparison it comes out that the persons appointed as Assistant Professors (on contract) with M.Tech. qualification are getting more pay than the persons appointed as Assistant Professors (on probation on a regular post) with Ph.D. qualification.

The Institute has received representations from the Assistant Professors appointed on probation on a regular post in various Departments in PB-3+AGP 7000/- regarding the above pay anomalies. In these representations, they have mentioned that their initial pay may be fixed after allowing seven non-compounded advance increments as per Clause 2(a) of letter F.No.23-1/2008-TS.II dated 18.08.2009 issued by the MHRD, Government of India, quoted below (copy enclosed as Appendix – XXVI from page 147 to 151).

*2(a) Seven non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor to persons possessing the degree of Ph.D awarded in the relevant discipline.*

Further, they have also mentioned that other NITs (like NIT Goa and NIT Uttarakhand etc.) are offering seven non-compound Ph.D increments to newly appointed Assistant Professor (Regular) in PB-3 (Rs. 15600-39100 with AGP Rs. 7000/-). In this regard copy of the office order of NIT, Goa and Uttarakhand submitted by them is also enclosed as Appendix – XXVII from page 152 to 154.

The matter is placed before the Finance Committee for consideration and making suitable recommendations to the Board.

**Prescribed Minimum Qualification and Experience for  
Faculty Positions of  
NATIONAL INSTITUTES OF TECHNOLOGY**

(Under the standard 3 tier rigid faculty structure)

<b>Designation, Pay Band and Academic Grade pay</b>	<b>Essential Qualification</b>	<b>Relevant Experience</b>	<b>Other essential requirements (Expected to be amended upwards with time, as the NIT system achieves higher standards)</b>	<b>Additional Desirable requirements</b>	<b>Age : Preferably below</b>
<b>Assistant Professor</b> (On contract) Grade Pay Rs.6000.00 PB3 + 2 increments	M. Tech.	None	None	Advanced state of Ph.D. work in a reputed institute.	30 years
<b>Assistant Professor</b> Grade Pay: 7000.00	Ph. D.	None	One paper accepted for publication in an SCI journal	Two SCI Journal papers or one patent; may be based on Ph.D. work.	35 years
<b>Assistant Professor</b> Grade Pay Rs.8000.00	Ph. D.	3 years after Ph.D. or 6 years total (not counting Ph.D. enrolment period) after obtaining M. Tech. degree.	2 papers in SCI journals outside Ph. D. work. One ongoing sponsored project for candidates from academia. Two experimental or computational projects added to teaching laboratories where appropriate.	One Ph. D. supervision ongoing; One Patent; Experience in industry or R & D lab. of repute; M. Tech., M. Sc. or B. Tech. project supervision on live industrial problems.	N. A.
<b>Associate Professor</b> Grade Pay Rs.9000.00 PB4	Ph. D.	6 years after Ph.D., or 9 years total (not counting Ph.D. enrolment period) out of which 3 years should be after Ph.D. and as assistant professor or equivalent in a reputed institute, laboratory or industry	4 papers in SCI journals; One Ph. D. guided as sole or principal supervisor. Two projects ongoing or one ongoing plus one completed. One self financed or two Govt. sponsored short-term courses offered. Two experiments or computational projects added to teaching laboratories where appropriate.	One or more patents; Supervising one or more students for Ph. D.; Strong liaison with industry; Offering courses through application of ICT.	N. A.

**F. No. 23-1/2008-TS.II**  
**Government of India**  
**Ministry of Human Resources Development**  
**Department of Higher Education**  
**Technical Section-II**

\*\*\*\*\*

Shastri Bhawan, New Delhi

Dated: 18<sup>th</sup> August, 2009

To

The Director,  
All Centrally Funded Technical Institutions

**Subject: -Revision of pay of teaching and other Staff in Centrally Funded Technical Institutions (CFTIs) following the pay revision of the Central Government employees on the recommendation of 6<sup>th</sup> Central Pay Commission (6<sup>th</sup> CPC).**

Sir,

I am directed to say that the Government of India have decided, after taking into consideration the recommendations made by the Govardhan Mehta Committee, to revise the Pay of teaching and other staff of Centrally Funded Technical Institutions following the pay revision of the Central Government employees on the recommendation of 6<sup>th</sup> CPC. The revised pay and other service conditions as approved by the Government of India for the teaching and other staff in CFTIs are as under: -

**1. For Indian Institutes of Technology (IITs), Indian Institute of Science (IISc.) Bangalore, Indian Institutes of Management (IIMs), National Institute of Industrial Engineering (NITIE), Mumbai and Indian Institutes of Science Education & Research (IISERs).**

**(i) Lecturers**

- (1) Lecturers are not part of the regular faculty cadre in these Institutes. Appointment at this level may be made as Lecturer-cum-Post Doctoral Fellow on contract basis to enable bright young Ph.Ds to teach and earn experience in premier institutions.
- (2) At the entry level they may be placed in Pay Band PB-3 of Rs.15600-39100 with Academic Grade Pay (AGP) of Rs.6000/-p.m. with seven non-compounded advance increments.
- (3) To encourage fresh PhDs to join the teaching system, at least 10% of the total faculty strength should be recruited at this level of Lecturer-cum-Post Doctoral Fellow. However, relaxation in respect of educational qualifications could be given up to 25% of total Lecturers recruited. The reasons for such relaxations should be duly recorded and reported to the Board of Governors of the respective institutions.
- (4) After one year of post Ph.D experience, these **Lecturers-cum-Post Doctoral Fellows** shall be placed in the AGP of Rs.7000/-p.m.

**(ii) Assistant Professors**

- (1) To be appointed in PB-3 with AGP of Rs. 8000/-p.m. For direct recruits, minimum pay in the Pay Band to be fixed at Rs.30000/-.
- (2) For appointment as Assistant Professor, one should have a Ph.D. with first class or equivalent in the appropriate branch with a very good academic record throughout and at least three years' industrial/research/teaching experience, **excluding however, the experience gained while pursuing Ph.D.**

**(iii) Associate Professors**

- (1) To be appointed in PB-4 (Rs.37400-67000) with AGP of Rs.9500/-p.m. For direct recruits, minimum pay in the PB-4 to be fixed at Rs. 42800/-.
- (2) For appointment as Associate Professor, one should have a Ph.D with first class or equivalent in the appropriate branch with a very good academic record throughout and a minimum of six years Teaching/ Industry/ Research experience, of which at least three years' should be at the level of Assistant Professors, Senior Scientific Officer/ Senior Design Engineer.

**(iv) Professors**

- (1) To be appointed in PB-4 (Rs.37400-67000) with AGP of Rs.10500/- p.m. For direct recruits, minimum pay in the Pay Band to be fixed at Rs. 48000/-.
- (2) For appointment as Professor, one should have a Ph.D with first class or equivalent with a very good academic record and a minimum of 10 years' experience.
- (3) Up to a maximum of 40% of the posts of Professors at any given point of time will be eligible for AGP of Rs. 12000/- p.m. after 6 years' of regular service in AGP of Rs. 10500/- p.m. subject to performance evaluation based on research publications, Ph.D supervision, teaching and consultancy services etc.

**2. For other Centrally Funded Technical Institutions.**

The pay structure and designations for all other Centrally Funded Technical Institutions will generally be the same as per the scheme of revision of pay of teachers, etc in Universities, etc, as notified by the Ministry of HRD vide letter No.1-32/2006-U.II/U.I (i) dated 31st December, 2008 and clarification issued thereon from time to time. However, in the case of National Institutes of Technology (NITs), Indian School of Mines University (ISMU), Indian Institutes of Information Technology (IIITs) and Schools of Planning & Architecture (SPAs), the following accelerated promotional benefits will be given while maintaining the UGC Pay Structure and designations:

- (a) Seven non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor to persons possessing the degree of Ph.D awarded in the relevant discipline.

- (b) (i) An Assistant Professor possessing the degree of Ph.D in the relevant discipline and with regular service of 3 years\* at AGP of Rs.6000/- p.m. shall be eligible for moving to AGP of Rs.7000/- p.m.
  - (ii) An Assistant Professor possessing the degree of Ph.D in the relevant discipline and with regular service of 3 years\* at AGP of Rs.7000/- p.m. shall be eligible for moving to AGP of Rs.8000/- p.m.
  - (iii) An Assistant Professor possessing the degree of Ph.D in the relevant discipline and with regular service of 3 years\* at AGP of Rs.8000/- p.m. shall be eligible for moving to AGP of Rs.9000/- p.m., and re-designated as Associate Professor.
  - (c). Associate Professor completing 4 years\* of regular service in the AGP of Rs.9000/- and possessing a Ph.D degree in the relevant discipline shall be eligible to be appointed and designated as Professor, subject to other conditions of academic performance as laid down by the UGC and by the university, if any. No teacher other than those with a Ph.D shall be promoted, appointed or designated as Professor. The Pay Band for the post of Professors shall be Rs.37400-67000 with AGP of Rs.10000/- p.m.
  - (d) Up to a maximum of 20% of the sanctioned post of Professors shall be placed in PB-4 in the AGP of Rs.12000/- p.m. after regular service of 6 years\* as Professor in the AGP of Rs 10000 and the minimum pay in the Pay Band will be fixed at Rs.48000/- p.m.. Other eligibility conditions will be as laid down by the UGC.
  - (e) All promotions will be based on performance evaluation and subject to fulfillment of other conditions laid down by MHRD letter No.1-32/2006-U.II/U.I (i) dated 31<sup>st</sup> December, 2008.
3. Existing faculty of IITs and ISMU, Dhanbad shall be given the replacement pay being proposed for IITs, as personal to them. Revised pay, as given in Para 2 above will be applicable for those recruited on or after the date of issue of these orders.
4. **Directors:** As regards the Directors of the Centrally Funded Technical Institutions (CFTIs), it was decided to follow a two-tier structure as in the case of faculty positions, as under:-
- (a) For Directors of IITs, IIMs, IISc Bangalore, IISERs, NITIE, Mumbai, a fixed pay of Rs.80,000/- p.m.
  - (b) For Directors of NITs, IITs, ISMU, Dhanbad, NIFFT, Ranchi, SPAs, SLIET, NERIST, CIT, NITTTRs, pay of Rs.75,000 plus Special Allowance of Rs.5000/- p.m, as applicable to Vice Chancellors of Universities.
5. **Cadre of Librarians and Directors of Physical Education** will be given the revised pay and other benefits as notified vide MHRD letter No. 1-32/2006-U.II/U.I (i) dated 31<sup>st</sup> December, 2008. The qualifications and the age of superannuation (60 years) will remain unchanged.



6. The revised pay of **Scientific Officers/Design Staff** shall be mapped into the normal replacement pay of 6<sup>th</sup> CPC. However, if the Scientific Officers / Design Staff are doing teaching work, their revised pay as approved for the teaching staff shall be applicable.

7. **Faculty Structure:** The flexible faculty structure will continue in those institutions where it is already in operation. However, institutions like ISMU/IITs which were earlier under the IIT pay structure will have the same faculty structure as in UGC scheme except for the accelerated promotions as provided under Para 2 above. The Ministry of Human Resource Development (MHRD) will devise suitable academic criteria for those institutions which may like to change over to a four-tier flexible faculty structure.

8. **Other service conditions:**

- (i) Annual increment will be at the rate of 3% of the pay as per the CCS (RP) Rules, 2008 (pay in the pay band plus applicable AGP).
- (ii) Pay in the pay band and Academic Grade Pay shall not exceed the limits set in the CCS (RP) Rules, 2008 i.e. Rs.80000/-.
- (iii) A cumulative Professional Development Allowance for Rs.3 lakhs for every block period of 3 years (Rs. One lakh per year) may be made available to every member of the faculty on reimbursable basis to meet the expenses for participating in both national and international conferences, paying the membership fee of various professional bodies and contingent expenses.
- (iv) Revised pay scales will be effective from 1.1.2006 and other allowances from 1.9.2008 and pay of existing incumbents will be fixed as per the formula given in the CCS (RP) Rules, 2008 and the Fixation Table given in Annex-I of Ministry of Finance OM No.1/1/2008-IC dated 30<sup>th</sup> August, 2008. This is further subject to the proviso that the revised pay of existing incumbents as on 1.1.2006 will not be less than the minimum pay at the entry level for direct recruits in each category in the case of IITs, IIMs, IISc, IISERs and NITIE. This would effectively mean that:
  - a) Assistant Professors in the pre-revised scale of Rs.12,000 - Rs.18,300 with basic pay ranging from Rs.12,000/- to Rs.15,780/- p.m. will be placed at the minimum of Rs.30,000/- p.m. For those incumbents with pre-revised basic pay of more than Rs.15780/-, their revised pay will be determined by multiplying the existing pay as on 1.1.2006 by a factor of 1.86 and rounding off the multiple figure to the next multiple of 10 as given in Rule 7 (1)(a)(i) of the CCS (RP) Rules, 2008.
  - b) In the case of Associate Professors in the pre-revised scale of Rs.16,400 - Rs.20,000 with basic pay ranging from Rs.16,400/- to Rs.18,200/- p.m., the minimum will be fixed at Rs.42,800. For those incumbents with pre-revised pay of more than Rs.18200/-, the revised pay will be as per Fixation Table corresponding to pre-revised pay scale of S-26 as given in Annexure-I of Ministry of Finance's O.M.No.1/1/2008-IC dated 30<sup>th</sup> August, 2008.

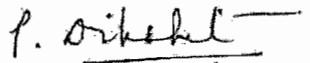
c) In the case of Professors in the pre-revised scale of Rs.18400-22400 with basic pay ranging from Rs.18400 to Rs.20400 p.m. will be placed at the minimum of Rs 48000/-. For those incumbents with pre-revised pay of more than Rs.20400/-, the revised pay will be as per Fixation Table corresponding to pre-revised pay scale of S-29 as given in Annexure-1 of Ministry of Finance's O.M.No.1/1/2008-IC dated 30<sup>th</sup> August, 2008.

(v) In respect of other categories of institutions, pay fixation will be made as per CCS (RP) Rules, 2008 and the Fitment table issued by MHRD for UGC funded institutions vide letter No.3-1/2009-U.I dated 4<sup>th</sup> June, 2009. which is available on the web-site of MHRD.

9. For Registrars, Dy. Registrar, Asstt. Registrar. UGC pay scales will apply to Registrar. Dy Registrars, Assistant Registrars of IITs, IISERs, NITs, IISc and Deemed to be Universities subject to they possessing the qualifications and experience as prescribed by UGC from time to time. For others, normal replacement scale as per CCS (RP) Rules, 2008 will apply. Age of superannuation will, however, continue to be 60 years.

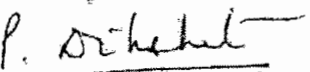
10. Anomalies, if any, in the implementation of this order may be brought to the notice of the Department of Higher Education, Ministry of Human Resource Development.

Yours faithfully,

  
(Pratima Dikshit)  
Director (TC)

Copy to: -

1. Principal Secretary to Prime Minister, South Block, New Delhi.
2. Secretary (Coordination), Cabinet Secretariat, Rashtrapati Bhawan, New Delhi.
3. Secretary, Department of Expenditure, North Block, New Delhi.
4. Secretary, Department of Personnel & Training, North Block, New Delhi.
5. Secretary, Department of Agriculture Research and Education, Krishi Bhawan, New Delhi.
6. Secretary, Ministry of Health and Family Welfare (Medical Education), Nirman Bhawan, New Delhi.
7. Acting Chairman, All India Council for Technical Education, New Delhi.
8. Secretary, University Grants Commission, New Delhi.
- ✓ 9. Web Master, Ministry of Human Resource Development for publication on the website of the Ministry, hosted by the National Informatics Centre.

  
(Pratima Dikshit)  
Director (TC)



# NATIONAL INSTITUTE OF TECHNOLOGY GOA

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No: NITG/2013/ 563

18 May 2013

## APPOINTMENT ORDER

Ref: i) Advt. No. NITGOA/208/1/2013  
ii) Interview dated 09.05.2013

With reference to the interview had with the Selection Committee on 09.05.2013 Dr. Velavan Kathirvelu is appointed as **Assistant Professor in PB - 3 (Rs.15,600 - 39,100)** with AGP Rs.7000 on the following terms and conditions:-

1. PROBATION: He will be on initial probation for a period of one year from the date of joining, which may be extended or curtailed at the discretion of the Competent Authority. During the period of probation, his services are liable to be terminated without notice or without assigning any reason if his performance is found to be not satisfactory or if the Institute is satisfied that he was ineligible for recruitment to the service / post in the first instance itself. On completion of the period of probation or any extension thereof, his appointment will be continued up to 5 years and on completion, his appointment will be regularized subject to his noteworthy performance.
2. Allowances: He is offered 7 Non Compounded increments and his initial pay is fixed at Rs.20,350/- in the above Pay Band with Academic Grade pay of Rs. 7000 i.e basic pay of Rs.27,350/- per month. In addition, he will be entitled to such allowance like; Dearness Allowance, House Rent Allowance and Transport Allowance as applicable to NIT Goa at Farmagudi, Ponda from time to time.
3. Also entitled for Professional Development Allowance (PDA) as applicable to NIT Goa at Farmagudi, Ponda from time to time.
4. Entitlement and applicability of Leave, LTC, Medical and retirement Benefits, age of superannuation etc will be governed by the central Govt. Rules in force from time to time.
5. The Pay Band, AGP and Pay offered are based on an evaluation of his qualification, experience, performance in the interview etc. and no claim for a higher remuneration or terms and conditions for appointment will be entertained
6. If he desire to leave the Institute he will be required to give one months notice during probation and three months notice after completion of probation.
7. He will be initially posted to work at NIT Goa facilities at Farmagudi, Ponda but the appointment carries with it the liability to serve at any office of NIT Goa that may be established in the future.



# NATIONAL INSTITUTE OF TECHNOLOGY GOA

Farmagudi, Ponda, Goa - 403 401 INDIA.

Website: [www.nitgoa.ac.in](http://www.nitgoa.ac.in)

Email : [director@nitgoa.ac.in](mailto:director@nitgoa.ac.in)

Prof. G.R.C. Raut

Director

Phone: 0832-2404222

Fax : 0832-2404203

8. If this offer is acceptable to him, he is directed to report for duty on or before 30<sup>th</sup> May 2013 to the undersigned, with the following documents :

- i) Certificate in proof of date of birth, qualifications and experience in original
- ii) Recent community certificate issued by the competent authority, in original in case he/she belongs to SC/ST/OBC category.
- iii) Certificate of fitness obtained from a Physician not below the rank of a Civil Surgeon
- iv) Recent Character and conduct certificate obtained from a Gazetted Officer, MLA or MP
- v) Relieving order from the employer if employed at present

In case of any false statement / information or suppression of any relevant information or production of invalid certificate, his services will be terminated without assigning any reasons and without prejudice to such further action as may be taken under the provision of the Indian penal code for production of false certificates.

9. His appointment will be subject to satisfactory verification of his character and antecedents, which will be done in the due course of time. Till such time his appointment is treated as provisional.
10. His appointment will be subject to his being found medically fit by a civil surgeon or district a Medical officer or equivalent status. Form in which Medical Certificate of fitness is to be obtained is enclosed. Fees for the medical examination shall be borne by him.
11. The appointment will be governed by the general terms and condition of services applicable to employees of N.I.T., Goa as in force and as amended from time to time.

If the offer of appointment is acceptable to him on the aforesaid terms and condition, he is requested to sign and return the copy of this order as token of his acceptance to us immediately and report for duty on or before 30<sup>th</sup> May 2013 failing which it will be presumed that he is not willing to take up the appointment and the offer will stand withdrawn without making any further communication to him.

  
Director 16/5

Copy to:  
Dr. VELAVAN KATHIRVELU  
19 VAZHAPATTU STREET  
KURUVINATHAM, BAHOUR VIA  
PUDUCHERRY-607402 [kvelu76@yahoo.com](mailto:kvelu76@yahoo.com)

राष्ट्रीय प्रौद्योगिकी संस्थान, उत्तराखण्ड

NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND

Temporary Campus-Government Polytechnic Srinagar (Garhwal), Distt. Pauri Garhwal, Uttarakhand-24

Phone: 01346-250792, 251249 (O), 01346-251095 (Tele Fax)

E-Mail: [nituttarakhand@gmail.com](mailto:nituttarakhand@gmail.com), Website: [www.nituk.com](http://www.nituk.com)

Ref. No.- NITUK/ESTT/2013/628

Date: 28/06/2013

OFFICE ORDER

As approved by the Chairman, Board of Governors on 31 May 2013 following persons are here appointed to the post of Assistant Professor from the day they join their posts. in the pay band PB3- Rs. 15600-39100 and AGP of Rs. 7000, in the departments and with their initial pay mentioned against their names. The category under which the appointment is being made is also mentioned against each name. All other allowances will be admissible to them as per Government of India Rules. The appointment is on probation for a period of 12 months.

S.N.	Name of the Person	Appointment Category	Name of the Department/ Discipline	Initial Pay in the Pay Band PB3
1.	Dr. Nitin Sharma	Open	Mathematics	Rs. 20,360/- + AGP Rs. 7,000
2.	Dr. Pankaj Kandwal	Open	Chemistry	Rs. 20,360/- + AGP Rs. 7,000
3.	Dr. Deepak Kumar Behera	Open	Humanities	Rs. 20,360/- + AGP Rs. 7,000
4.	Dr. Anirban Mukherjee	Open	Humanities	Rs. 20,360/- + AGP Rs. 7,000
5.	Dr. Renu Bhadola	Open	English	Rs. 20,360/- + AGP Rs. 7,000

The appointment is subject to terms and conditions mentioned in annexure.

DIRECTOR

Copy forwarded for information & necessary action, as applicable

1. All above named persons. They shall forward their joining reports through Dean (Academic) to the Director in the format enclosed.
2. HoDs: .....
3. Registrar / DR (Accounts)/ AR (Estt.)

DIRECTOR

**Item 33.14 To report the approval accorded by the Hon'ble Chairperson, BoG, upon the minutes of the 24<sup>th</sup> Senate meeting and approval of the procedure for Senate nominee on BOG as decided in the 46<sup>th</sup> meeting of SCSA.**

As per 1<sup>st</sup> Statutes under NIT Act, 2007, the approval of Senate and Board was necessary for the conferment of degrees. Since the next meeting of the Board was not expected to be held before 7<sup>th</sup> March, 2014, therefore, the minutes of 24<sup>th</sup> Senate meeting held on 18<sup>th</sup> February, 2014 were got approved by the Hon'ble Chairperson, BOG on 02.03.2014. A copy of the approval is enclosed as Appendix – XXVIII at page 158.

The Minutes of the 24<sup>th</sup> Senate Meeting included recommendations on the agenda items – (24.1) To note the decisions taken in the 46<sup>th</sup> Standing Committee on Senate Affairs (SCSA), (24.2) Approval of the list of students to be awarded degrees in 11<sup>th</sup> Convocation, (24.3) Approval for awarding Medals, Academic and Cash Prizes to the students, (24.4) To note the pass percentage of students and the campus placement status during the academic year 2012-13, (24.5) To note the admission status of various UG, PG & Ph. D. Courses in the Institute for the academic session 2013-14, (24.6) To consider conferment of Honorary Degree of D.Sc. (Honoris Causa) to Dr. Bhujanga Rao Vepakomma a Distinguished Scientist and Chief Controller (R&D), Defence Research & Development Organization, Ministry of Defence, New Delhi and (24.7) To consider conferment of Honorary Degree of D.Sc. (Honoris Causa) on Prof. Dinesh Singh, Hon'ble Vice-Chancellor, University of Delhi.

The issue of having a Senate nominee of the Board of Governors was urgently required as the next meeting of the Board of Governors was to be held shortly. Therefore, the 46<sup>th</sup> meeting of the SCSA was convened which *inter alia* consider and approved Item no. 46.2 – “To approve procedure for nomination of senate nominee on Board of Governors”. The agenda Item No. 46.2 and minutes of the 46<sup>th</sup> SCSA meeting are at Appendix –XXIX at page 159 and Appendix–XXX from pages 160 to 163 respectively. As can be seen, the minutes of the 46<sup>th</sup> SCSA meeting were agreed to and signed by all the members present.

Subsequently, in accordance with the procedure decided in the 46<sup>th</sup> meeting of the SCSA, Dr. C. R. Mariappan, Assistant Professor, was nominated on the BOG as Senate nominee (Appendix – XXXI from pages 164 to 165).

After the approval by the Chairperson, BOG, on the minutes of the 24<sup>th</sup> Senate meeting all the decisions have been implemented e.g. all the students have been awarded the Degrees, Medals, D.Sc. (Honoris Causa) Degrees have been conferred upon the Chief Guest and Guest of Honour in the Convocation held on dated 07.03.2014.

Prior to the 24<sup>th</sup> Senate meeting, Dr. C. R. Mariappan, Assistant Professor, attended the 32<sup>nd</sup> meeting of the Board of Governors held on 03.01.2014 as Senate nominee after the agenda item No.32.1 – To note the nomination of faculty member on the BOG as Senate nominee, was approved by the BOG. A copy of the Biodata of Dr. C. R. Mariappan, Assistant Professor, is at Appendix – XXXII from pages 166 to 167.

On 27<sup>th</sup> March, 2014, 22 Senate members submitted their identical observations (sample at Appendix – XXXIII from pages 168 to 173.) on the minutes of the 24<sup>th</sup> meeting of Senate. Out of these 22 Senators 3 were those who had earlier consented and signed the minutes of the 46<sup>th</sup> SCSA meeting held on 4<sup>th</sup> December, 2013.

Again on 1<sup>st</sup> April, 2014, 8 other Senate members submitted the identical observations on the 24<sup>th</sup> Senate held on 18<sup>th</sup> February, 2014. Out of these 8, one Senator had earlier consented and signed the minutes of the 46<sup>th</sup> SCSA meeting held on 4<sup>th</sup> December, 2013.

In view of the above, it appears that some of the Senate members are deliberately conniving together, influencing others and obtaining signatures with the purpose to impair the efforts of bringing in excellence and quality in technical education and research. The recommendations of the conference of NIT Directors convened by the Hon'ble President of India also mandated to improve the quality of technical education and research.

Further, in an attempt to bring in quality in the technical education and faculty development, the MHRD in their letter F.No.33-9/2011-T.S. III dated 15<sup>th</sup> January 2014 on the subject - implementation of four tier flexible faculty structure in the NITs – para 19 '**Seniority of faculty**' stated, "**Personal prospects as well as responsibilities assigned by the administration in an Institute of higher learning should be decided on academic merit, scholastic contribution and performance rather than by service seniority**".

Again 3<sup>rd</sup> time on 30<sup>th</sup> April 2014, nine Senate members submitted the identical observations which 22 Senate members on the 1<sup>st</sup> occasion and 8 Senate members on the 2<sup>nd</sup> occasion had sent on the minutes of the 24<sup>th</sup> Senate meeting

held on 18.02.2014. Out of these 9, one Senator had earlier consented and signed minutes of the 46<sup>th</sup> SCSA meeting held on 4<sup>th</sup> December, 2013.

It is pertinent to mention that the Standing Committee on Senate Affairs (SCSA) was constituted by the Senate in its meeting held on 14.1.2006 vide agenda item 5.18. A copy of the agenda and minutes is enclosed as Appendix–XXXIV from pages 174 to 175. In the “Functioning of the Committee” it was mentioned, ***“The Director will report all such cases and the final decision/action thereof in the following meeting of the Senate.”*** The minutes of the 5<sup>th</sup> Senate meeting were approved in the 9<sup>th</sup> BOG held on 25.02.2006 vide agenda item 9.30, a copy of the BoG decision is enclosed as Appendix – XXXV from pages 176 to 177.

In addition to the above, the relevant Statute empowering the Chairman Senate to take decisions under emergent situations as provided in the First Statutes of NITs is as under:

***“9. CHAIRMAN OF THE SENATE TO EXERCISE POWERS IN EMERGENCY***

***“If, in the opinion of the Chairman of the Senate, any emergency has been arisen which requires immediate action, he may take such action as he deems necessary and shall report the same for approval to the Senate in its next meeting.”***

Therefore, in view of the empowerment vested in the Chairman Senate both by approval of Senate decision (minute of agenda 5.18) and the Statute 9, the noting (reporting) of the SCSA decision in the Senate vide agenda 24.1 was in order.

Thus the decision of the SCSA to nominate senate nominee on Board of Governors from amongst the Professors and Associate Professors / Assistant Professors by rotation who have high credential in teaching, research and publication, etc., and also have administrative acumen, may be confirmed by the BOG rather than merely on the basis of seniority of Professors and Associate Professors / Assistant Professors as was being followed prior to this decision.

The Board may consider and decide.



APPENDIX-XXVIII

NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119

No. Acad./Conv./14/1043

Dated: 27/02/2014

**Subject: To approve minutes of 24<sup>th</sup> meeting of Senate held on 18.02.2014 for the ensuing 11<sup>th</sup> Convocation.**

Sir,

The 11<sup>th</sup> Convocation of the Institute is scheduled to be held on 7<sup>th</sup> March, 2014. Therefore, a list of students eligible for the award of various degrees/medals needs to be approved by the Senate. For the purpose, the 24<sup>th</sup> meeting of Senate was held on 18.02.2014. A copy of the agenda item is enclosed as Annexure-A for kind perusal.

The Senate considered the agenda items and approved the items as per the minutes enclosed as Annexure-B. The Senate also approved to confer D.Sc. (Honoris Causa) Degrees to the following in recognition of their outstanding contribution in their respective fields:

1. Prof. Dinesh Singh, Vice Chancellor, University of Delhi, Delhi.
2. Dr. V. Bhujanga Rao, Distinguish Scientist & Chief Controller (R&D), DRDO, Ministry of Defence, New Delhi.

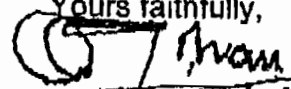
It is pertinent to mention here that Prof. Dinesh Singh and Dr. V. Bhujanga Rao will grace the 11<sup>th</sup> Convocation as Chief Guest and Guest of Honour respectively.

As per 1<sup>st</sup> Statutes under NIT Act, 2007, the approval of Senate and Board is necessary for the conferment of degrees. The Senate has already approved the list of degree recipients. Since the next meeting of the Board is not expected to be held before 7<sup>th</sup> March, 2014, therefore, it is requested that Hon'ble Chairperson, BOG may kindly approve the minutes of Senate in anticipation of the approval of the Board so that the degrees to be awarded may be got printed for the ensuing 11<sup>th</sup> Convocation.

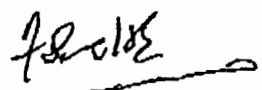
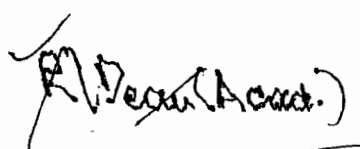
The matter will be reported to the Board in its next meeting.

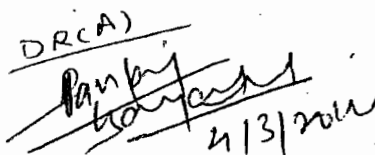
Submitted for consideration and approval please

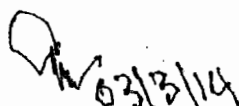
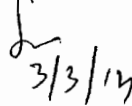
Yours faithfully,

  
DIRECTOR 27/2/14

The Honorable Chairperson,  
Board of Governors  
NIT Kurukshetra

  
27/2/14  
  
R. D. Singh (Acad.)

DRCA)  
  
4/3/2014

 03/3/14  
 3/3/14

**Item 46.2: To approve procedure for nomination of senate nominees on Board of Governors**

Presently, the nominees of the Senate on the Board of Governors are proposed entirely on the basis of seniority of Professor and Associate Professor/ Assistant Professor and the list would continue from where the earlier incumbent had left. A copy of the relevant Senate Resolution is placed as **Annexure- 46.2**.

In the recent meeting of the Council of NITs and the meeting of the Directors of NITs with the Hon'ble President of India, emphasis was laid on improving the quality of technical education and research. It is, therefore, imperative for the faculty members to increase focus on the quality of education, research, publications and patents etc. it is needed to recognize the academic and research performance of the outstanding faculty members by making their representation on the highest governing body of the Institute i.e. BOG.

In view of the above, it is proposed that one each amongst the Professors and Associate Professor/ Assistant Professor (by rotation) who have high credentials in teaching, research, publications etc. and also have administrative acumen may be nominated by the Chairman Senate by rotation, instead of merely by seniority factor,

The SCSA may consider and decide.

**NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136 119**

No. Acad./2013/46<sup>th</sup> SCSA/

Dated: 05.12.2013

**Sub: Minutes of the 46<sup>th</sup> SCSA meeting held on 04.12.2013 at 4.30 p.m. in the Board Room of the Golden Jubilee Administrative Building**

The following were present:

1. Prof. Anand Mohan, Director in Chair
2. Dr. V.K. Sehgal, Dean (P&D)
3. Dr. A.K. Gupta, Dean (Academics)
4. Dr. P.J. Philip (Dean Students Welfare & Head MBA)
5. Dr. K.K. Singh, Dean (Estate)
6. Dr. Mayank Dave, Dean (R & C)
7. Dr. V.K. Arora, Proessor, CED
8. Dr. D.K. Soni, Head, CED
9. Dr. R.S. Bhatia, (Head, EED)
10. Dr. Sudhir Kumar, Head, MED
11. Dr. Umesh Ghanekar, Head, ECE Deptt
12. Dr. J.K. Chhabra, Head, Computer Engg. Deptt
13. Dr. J.K. Quamara, Head, Physics Deptt.
14. Dr. Minati Baral, Head Chemistry
15. Dr. Paras Ram, Head, Maths. Deptt
16. Dr. Rajender Kumar, Head um & SS
17. Dr. L.M. Saini, Professor I/C (Acad. Affairs & Senate)
18. Dr. S.M. Gupta, Controller of Exams
19. Dr. Shyam Narayan, Registrar & Secretary, SCSA ;

At the outset, the Director welcomed all the members and briefed them about the meeting held on 7 – 8 November, 2013 at the Rashtrapati Bhawan with the Hon'ble President of India. He told that in the meeting it was emphasized to take the steps required to improve the quality of technical education and faculty development in NITs to bring it at par with the top technical institutions of the world; steps for creating inter-linkages of NITs amongst themselves and with the industry; steps required to use National Knowledge Network effectively in the NITs; and suggestions to improve the Visitor- NIT interface within the existing statutory framework of each NIT.

*06/12/13*

The Director also informed that the MOU signed between NIT Kurukshetra and IIT Roorkee has been circulated to all the Heads of the Departments. He emphasized for working for implementing the MOU in its true sense.

Thereafter, the agenda was taken up and agenda wise following decisions were taken:

**Item 46.1: To consider and approve the relaxation of eligibility conditions for admission to Ph.D. programs in inter-disciplinary areas of research in exceptional cases.**

To encourage the research in inter-disciplinary areas, it was resolved that the eligibility condition be relaxed in exceptional cases and a candidate may be admitted to Ph.D. program in the Institute if :

- i) The proposed research topic is inter-disciplinary in nature and covers an important / novel area of research in national / international context.
- ii) The candidate has Master's degree with exceptional academic / research background and research / professional experience in proposed area of research, as evidenced by awards / research reports / research publications.
- iii) The proposed research Supervisor, DRC & Dean (Academics) have recommended and Chairman, Senate has approved the required relaxation in eligibility condition.

It was further resolved that above conditions shall only be applicable to the candidates having the academic / research outputs with high credential and having secured more the minimum percentage age of marks so far as eligibility of the candidate is concerned.

**Item 46.2: To approve procedure for nomination of senate nominees on Board of Governors**

It was resolved that the Heads of all the Departments be requested to recommend TWO names of Professors, Associate Professors / Assistant Professors, as the case may be, in order of preference who have high credential in teaching, research, publications etc. and also have administrative acumen, for nomination as member(s) on the Board of Governors.

Chairman, Senate may consider these names for nomination as members on the Board of Governors and if none of the above names is not found suitable

then the Chairman, Senate, is authorized to decide the name(s) for nomination as Senate Nominee member(s) on the Board of Governors.

**Item 46.3: To consider the proposal to start M.Tech. program in Chemistry Department**

The proposal to start M.Tech. program in Chemistry was considered and discussed. It was resolved that M.Tech. program in Chemistry be started. However, the exact nomenclature of the course as proposed by the Department may be reviewed giving some emphasis for Molecular Engineering also.

HOD Chemistry will place the matter before the DAC to decide about the details of the course structure and the syllabi as per the structure approved by the Senate and re-submit the same for final approval.

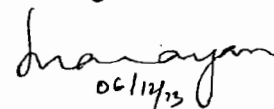
**Any other item :** No other item was discussed in the meeting.

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

Name of the member present

Signature

Dr. Shyam Narayan, Registrar & Secretary, SCSA

  
06/12/13

Dr. S.M. Gupta, Controller of Exams



Dr. L.M. Saini, Professor I/C (Acad. Affairs & Senate)



Dr. Rajender Kumar, Head um & SS



Dr. Paras Ram, Head, Maths. Deptt



Dr. Minati Baral, Head Chemistry



Dr. J.K. Quamara, Head, Physics Deptt



Dr. J.K. Chhabra, Head, Computer Engg. Deptt

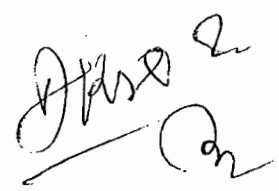


Dr. Umesh Ghanekar, Head, ECE Deptt



Dr. Sudhir Kumar, Head, MED





Dr. R.S. Bhatia, (Head, EED)

Dr. D.K. Soni, Head, CED

Dr. V.K. Arora, Proessor, CED

Dr. Mayank Dave, Dean (R & C)

Dr. K.K. Singh, Dean (Estate)

Dr. P.J. Philip (Dean Students Welfare & Head MBA)

Dr. A.K. Gupta, Dean (Academics)

Dr. V.K. Sehgal, Dean (P&D)

Prof. Anand Mohan, Director & Chairman, Senate & SCSA

06/12/13

The SCSA in its meeting held on 04.12.2013 approved the procedure for nomination of Senate nominees on the ~~Board of Governors~~ **APPENDIX XXXI**. It resolved that the Heads of all the Departments be requested to recommend TWO names of Professors, Associate Professors / Assistant Professors, as the case may be, in order of preference who have high credential in teaching, research, publications etc. and also have administrative acumen, for nomination as member(s) on the Board of Governors.

It further resolved that the Chairman, Senate may consider these names for nomination as members on the Board of Governors and if none of the above names is not found suitable then the Chairman, Senate, was authorized to decide the name(s) for nomination as Senate Nominee member(s) on the Board of Governors.

Consequent upon the promotion of Shri Umesh Ghanekar to the post of Professor, he ceased to be the member on the Board of Governors as Senate nominee.

In accordance with the SCSA decision all the Heads of Departments were requested to recommend two names of Assistant Professor, in order of preference who have high credential in teaching, research, publications etc. and also have administrative acumen, through DAC at the earliest and latest by 10.12.2013 so that the nomination as members on the Board of Governors as Senate Nominee may be finalized.

We have received the following names form various Departments:

S.No.	Department	Name of Assistant Professor recommended by the Department
1	Civil Engineering	1. Dr. Ravi Kumar — Page - 7 2. Sh. Nipen Kumar Das 3. Sh. Anish Kumar Bharti 4. Sh. Pradeep Kumar 5. Sh. Ajay Krishna Parbhakar 6. Sh. Chalak Hanuman Devidas Page - 6
2	Mechanical Engineering	1. Dr. N.K. Singh 2. Sh. Rajiv Verma ] Page - 8
3	Electrical Engineering	1. Dr. K.K. Sharma 2. Dr. Anil Dahiya ] Page - 9
4	Computer Engineering	1. Sh. Virender Ranga 2. Ms. Priyanka Ahlawat ] Page - 10
5	Master of Computer Applications	1. Dr. Sarika Jain ] Page - 10

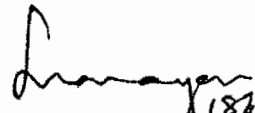
6	Electronics & Comm. Engineering	1. Dr. M. Arif 2. Sh. Arvind Kumar	} Page - 11
7	Physics	1. Dr. Anurag Gaur	} Page - 24
8	Chemistry	1. Dr. C. Prabhaker 2. Dr. Ram Kumar Tittal	} Page - 25

Following departments have recommended as none found suitable:

1. Humanities and Social Sciences - Page - 22
2. Master of Business Administration - Page - 26
3. Mathematics - Page - 27


The list of Lecturer (Selection Grade) / Assistant Professors received from the Establishment Section is place at page nos 24

The Director and Chairman, Senate may like to consider to nominate one Assistant Professor so that the same may be included in the Agenda item for the meeting of the Board of Governors.

  
(Shyam Narayan)  
Registrar  
18/12/13

Director & Chairman, Senate

In view of adequate academic experience, foreign exposure & good research output, Dr C. R. Mariappan, Asst Professor, Dept. of Physics is nominated.

  
19/12/13



**Dr. CHINNASAMY RAMARAJ MARIAPPAN**

Assistant Professor

Department of Physics

National Institute Technology

Kurukshetra - 136 119, Haryana

E-mail: [crmari1@gmail.com](mailto:crmari1@gmail.com) or [crmari2005@yahoo.com](mailto:crmari2005@yahoo.com)

**Academic Qualifications:**

- **Assistant Professor** at National Institute of Technology, Kurukshetra since June 2013.
- **Assistant Professor** at Tezpur University, Tezpur, Assam from January 2013 to June 2013.
- **Visiting Scientist** at Novel Chemical Sensors Section, Chemistry Group, IGCAR, Kalpakkam, India from November 2010 to December 2012.
- **Postdoctoral Research Fellow** (funded by "German Science Foundation", Germany and "Toyota motor Europe", Belgium)
  - From September 2008 to October (2010) at *Philipps-Universität Marburg, Germany*. Title of the projects: (i) Electrical impedance studies on nano-crystalline solid electrolytes and (ii) Electrode polarization studies on bio-glasses.
- ✓ • **Alexander von Humboldt Postdoctoral Research Fellow** (sponsored by "Alexander von Humboldt foundation", Germany)
  - From July 2006 to August 2008 at *Philipps-Universität Marburg, Germany*. Title of the project "Bioactive glasses: Electrical polarization studies and their Application towards Tissue Engineering".
- ✓ • **European Research fellowship** (supported by "Alexander von Humboldt foundation", Germany), from May 2007 to June 2007 at *Imperial College, London* for Biocompatibility studies.
- ✓ • **Postdoctoral Research Fellow** (funded by "Region des Pays de la Loire", France)
  - From January 2005 to January 2006 at *Université du Maine, France*. Title of the project "Synthesis, characterization and electrical properties of Li<sup>+</sup> ion conducting nano-crystalline materials".
- **Ph. D.** Pondicherry University, Pondicherry, India (2004).
  - Thesis Title: **Synthesis, Characterization and Electrical Relaxation Process in NASICON-type Glasses.**
- **M. Sc.** (Physics, 71.3%) – Sri Ramakrishna Mission Vidyalaya College of Arts & Science, Affiliated to Bharathiyar University, Coimbatore, Tamil Nadu, India (1998).
  - M. Sc. dissertation Title: **Optical Properties of Doped and Undoped NASICON-type Glasses** (project carried out at School of Chemistry, University of Hyderabad).
- **B. Sc.** (Physics, 71%) – Vivekananda College, Affiliated to Madurai Kamaraj University, Madurai, Tamil Nadu, India (1996).

**Awards/Fellowship Received:**

- Awarded **Alexander von Humboldt** Postdoctoral Research Fellowship by "Alexander von Humboldt foundation", Germany (July 2006 – August 2008).
- Awarded **European Research Fellowship** by "Alexander von Humboldt foundation", Germany (May 2007 - June 2007).
- Awarded Postdoctoral Research Fellowship by "Region des Pays de la Loire" France (January 2005 – January 2006).
- Awarded **Senior Research Fellowship** sponsored by "Council of Scientific & Industrial Research", India (2002-2004).

**Journal Reviewer:**

- Serving as a reviewer in the following International journals
  - **Physica Status Solidi.**
  - **Journal of Non-crystalline Solids.**
  - **Journal of American Ceramics Society.**
  - **Ionics.**
  - **Applied Nano-science.**

**Biography:**

- Published in MARQUIS Who's Who® in Science and Engineering, 10<sup>th</sup> anniversary Edition.

**Total Number of Publications:**

- 22 articles in reviewed international journals
- 6 articles in Proceedings of different International and National conferences.

Subject: Minutes of the 24<sup>th</sup> meeting of Senate held on 18/2/2014

The 24<sup>th</sup> meeting of Senate of the Institute was held on 18/2/2014, the minutes of which were circulated vide letter no R/Acad/Senate/1312, dated 10/3/14.

The following observations may kindly be taken in to account before confirming of minutes and initiating action thereof:

a) Item No. 24.1

1. Members were of the view that the minutes of SCSA be brought to the Senate for approval and not for noting by the Senators. On this issue, Chairman, Senate sought the opinion of most of the Senators one by one. Barring one or two, all Senators who expressed their opinion, were of the view that the minutes of SCSA, which is a sub committee of the Senate, be brought to Senate for approval and not for mere noting.
2. As the minutes of 46<sup>th</sup> SCSA meeting held on 4/12/2013 were placed before the Senate for noting only and hence were never approved by the Senate.
3. Since the Senate was equivocally on one side of the opinion, the ruling by the Chair seems to be unwarranted and against the spirit and outcome of discussion in the Senate. Infact, there was no ruling from the Chair in the meeting.
4. The nomination of Dr. C.R. Mariappan as Senate nominee on BOG was not placed before Senate for approval.

b) Any other Item

Issue of criteria for nominating the candidature for conferment of Honoris Causa was raised. The issue and deliberations thereof have not been recorded in the minutes.

c) Observations and suggestions made by Senators be recorded with their names.

Hence, it is requested that the minutes be modified and re-circulated so that the dignity of Senate as authority be held.

Registrar & Secretary, Senate

Dean Acad

27/3/14

27/3/14  
V.R. Bijpai

Subject: Minutes of the 24<sup>th</sup> meeting of Senate held on 18/2/2014

The 24<sup>th</sup> meeting of Senate of the Institute was held on 18/2/2014, the minutes of which were circulated vide letter no R/Acad/Senate/1312, dated 10/3/14.

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4. The nomination of Dr. C.R. Mariappan as Senate nominee on BOG was not placed before Senate for approval.

b) Any other Item

Issue of criteria for nominating the candidature for conferment of Honoris Causa was raised. The issue and deliberations thereof have not been recorded in the minutes.

c) Observations and suggestions made by Senators be recorded with their names.

Hence, it is requested that the minutes be modified and re-circulated so that the dignity of Senate as authority be held.

Registrar & Secretary, Senate

*Dean Acad.*

*for 01/4/14*

*Khawaja  
(Dinesh Khawaja)*

Subject: Minutes of the 24<sup>th</sup> meeting of Senate held on 18/2/2014

The 24<sup>th</sup> meeting of Senate of the Institute was held on 18/2/2014, the minutes of which were circulated vide letter no R/Acad/Senate/1312, dated 10/3/14.

The following observations may kindly be taken in to account before confirming of minutes and initiating action thereof:

a) Item No. 24.1

1. Members were of the view that the minutes of SCSA be brought to the Senate for approval and not for noting by the Senators. On this issue, Chairman, Senate sought the opinion of most of the Senators one by one. Barring one or two, all Senators who expressed their opinion, were of the view that the minutes of SCSA, which is a sub committee of the Senate, be brought to Senate for approval and not for mere noting.
2. As the minutes of 46<sup>th</sup> SCSA meeting held on 4/12/2013 were placed before the Senate for noting only and hence were never approved by the Senate.
3. Since the Senate was equivocally on one side of the opinion, the ruling by the Chair seems to be unwarranted and against the spirit and outcome of discussion in the Senate. Infact, there was no ruling from the Chair in the meeting.
4. The nomination of Dr. C.R. Mariappan as Senate nominee on BOG was not placed before Senate for approval.

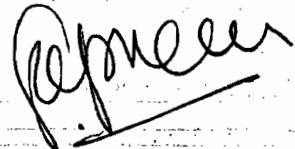
b) Any other Item

Issue of criteria for nominating the candidature for conferment of Honoris Causa was raised. The issue and deliberations thereof have not been recorded in the minutes.

c) Observations and suggestions made by Senators be recorded with their names.

Hence, it is requested that the minutes be modified and re-circulated so that the dignity of Senate as authority be held.

Registrar & Secretary, Senate

  
( Sudhir Kumar )  
PME

**NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA -136119**

**Subject: Observations on the minutes of the 24<sup>th</sup> Senate held on 18.02.2014.**

<b>Sr. No.</b>	<b>Name of the Senator (s)</b>	<b>24 Senate meeting Attended &amp; Signed</b>	<b>46<sup>th</sup> SCSA meeting Attended &amp; Signed</b>
1.	VK Bajpai, Professor, Mech. Engg. Deptt.	Yes	–
2.	VK Arora, Professor, Civil Engg. Deptt.	Yes	Yes
3.	HK Sharma, Professor, Civil Engg. Deptt.	Yes	–
4.	Arun Goel, Professor, Civil Engg. Deptt.	Yes	–
5.	SS Rattan, Professor, Mech. Engg. Deptt.	Yes	–
6.	Ashwani Kumar, Professor, Elect. Engg. Deptt.	Yes	–
7.	Hari Singh, Professor, Mech. Engg. Deptt.	Yes	–
8.	OP Sahu, Professor, ECE Deptt.	Yes	–
9.	Ashavani Kumar, Professor, Physics Deptt.	Yes	–
10.	Brahmjit Singh, Professor, ECE Deptt.	Yes	–
11.	Vikas Choudhary, Professor, Hum.SS Deptt.	Yes	–
12.	Kiran, Professor, Hum. SS Deptt.	Yes	–
13.	JK Quamara, Professor, Physics Deptt.	Yes	Yes
14.	SM Gupta, Professor, Civil Engg. Deptt.	Yes	Yes
15.	PC Tewari, Professor, Mech. Engg. Deptt.	Yes	–
16.	SN Sachdeva, Professor, Civil Engg. Deptt.	Yes	–
17.	Parveen Aggarwal, Professor, Civil Engg. Deptt.	Yes	–
18.	Dixit Garg, Professor, Mech. Engg. Deptt.	Yes	–
19.	Surjit Angra, Professor, Mech. Engg. Deptt.	Yes	–
20.	NK Gupta, Professor, Civil Engg. Deptt.	Yes	–
21.	Subodh Ranjan, Professor, Civil Engg. Deptt.	Yes	–
22.	Dinesh Kumar, Professor, Chemistry Deptt.	Yes	–

**NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA -136119**

**Subject: Observations on the minutes of the 24<sup>th</sup> Senate held on  
18.02.2014.**

<b>Sr. No.</b>	<b>Name of the Senator (s)</b>	<b>24 Senate meeting Attended &amp; Signed</b>	<b>46<sup>th</sup> SCSA meeting Attended &amp; Signed</b>
1.	Dinesh Khanduja, Professor, Mech. Engg. Deptt.	Yes	–
2.	R.K. Sharma, Professor, ECE Deptt.	Yes	–
3.	Paras Ram, Professor, Mathematics Deptt.	Yes	–
4.	G.L. Pahuja, Professor, Elect. Engg. Deptt.	Yes	–
5.	Pratibha Aggarwal, Professor, Civil Engg. Deptt.	Yes	–
6.	S.K. Patidar, Professor, Civil Engg. Deptt.	Yes	–
7.	Anupam Mittal, Professor, Civil Engg. Deptt.	Yes	–
8.	Ashwani Jain, Professor, Civil Engg. Deptt.	Yes	–

**NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA -136119**

**Subject: Observations on the minutes of the 24<sup>th</sup> Senate held on  
18.02.2014.**

<b>Sr. No.</b>	<b>Name of the Senator (s)</b>	<b>24 Senate meeting Attended &amp; Signed</b>	<b>46<sup>th</sup> SCSA meeting Attended &amp; Signed</b>
1.	Sudhir Kumar, Professor, Mech. Engg. Deptt.	Yes	Yes
2.	V.P. Singh, Professor, Civil Engg. Deptt.	Yes	—
3.	Lillie Dewan, Professor, Elect. Engg. Deptt.	Yes	—
4.	Yash Pal, Professor, Elect. Engg. Deptt.	Yes	—
5.	Gian Bhushan, Professor, Mech. Engg. Deptt.	Yes	—
6.	S.K. Madan. Professor, Civil Engg. Deptt.	Yes	—
7.	Baldev Setia, Professor, Civil Engg. Deptt.	Yes	—
8.	A.K. Singh, Professor, Comp. Engg. Deptt.	Yes	—
9.	Ajai Jain, Professor, Mech. Engg. Deptt.	Yes	—



135.

**Item No.5.18            To consider constitution of a 'Standing Committee on Senate Affairs' and its working thereof.**

It has been felt that sometimes due to inadvertent long gaps in the meeting of the Senate, some issues pertaining to academic affairs get delayed. In order to avoid such delays, it is proposed that a 'Standing Committee on Senate Affairs' may be constituted. The committee on a referred issue will give its recommendations to the Director for his consideration. The constitution of the Standing Committee on Senate Affairs will be as follows:

- (i) All Deans (Senior-most Dean will be the Chairman of the Committee)
- (ii) Chairman/Chairmen of the concerned department(s). (Decision of the Concerned Department' will be of the Director)

**Functioning of the Committee:**

- (i) The Standing Committee on Senate Affairs will meet to decide on an issue that will be referred to it by the Director.
- (ii) The committee will give its recommendations to the Director for his consideration.
- (iii) The Director will then give the final decision on the matter.

The Director will report all such cases and the final decision/action thereof in the following meeting of the Senate.

The constitution of the Committee is within the powers of the Senate.

The Senate may consider and approve the matter.

**Item No. 5.15 To consider the eligibility for getting admission to Ph.D. Programme and Scholarship**

The decision under the agenda item 5.17 be referred to.

**Item No. 5.16 To consider changes in the 'Panel of Examiners' for evaluation of Ph.D. thesis**

The decision under the agenda item 5.17 be referred to.

**Item No. 5.17 Regarding consolidating the information to be enshrined in the Ordinance of Studies for the Degree of Philosophy (Ph.D.) of our Institute.**

A committee comprising of the following members was constituted to consolidate the information as proposed in the agenda.

1. Prof. S.P. Jain, Professor      Elect. Engg. Deptt., (Chairman)
2. Prof. K S. Kasana              Dean(Academic)
3. Prof. S K Chakarvarti          Ex-Dean (Academic)

The Committee will also consider the proposals as contained in the agenda item 5.15 and 5.16.

**Item No. 5.18 To consider constitution of a 'Standing Committee on Senate Affairs' and its working thereof**

Senate constituted a 'Standing Committee on Senate Affairs' (SCSA) comprising of:

- (i) All Deans
- (ii) Chairman/Chairmen of concerned Departments(s)
- (iii) Three Senior-most professors of the Institute, not convered under (i) & (ii) above.

**Item 5.19 To consider the scheduling of meetings of the Senate**

The Senate decided to hold regular meetings preferably in the months of February, May, August and November of each calendar year.



The Board decided that the Lab. Attendants be classified as Class-III (Group C) subject to the following conditions:-

- i) They will switch over from Class-IV (Group D) to Class-III (Group C) on the same post and in the same pay scale.
- ii) They will continue to perform the same duties and responsibilities as are being performed by them prior to shifting to Class-III (Group C).
- iii) Their shifting from Class-IV (Group-D) to Class-III (Group-C) will not involve any financial liability whatsoever.

**9.29 To consider and approve the Roadmap of the Institute for next 20 years.**

The Board approved the Roadmap of the Institute for the next 20 years prepared by the institute as per instructions of the Ministry of Human Resource Development so as to take up the challenges in future and successfully implement the Institute Vision.

**9.30 To consider and approve the minutes of the 5<sup>th</sup> meeting of the Senate, National Institute of Technology, Kurukshetra, held on 14.1.2006**

The Board approved minutes of the 5<sup>th</sup> meeting of the Senate, NIT Kurukshetra, held on 14.1.2006 as per details furnished in the agenda item 9.30 with the following modifications as reported by the Director and Member Secretary of the Board:

- i) The name of Dr. SK Chakarvarti, Professor, Physics Department has inadvertently been left in the composition of the Committee constituted to consider quality teaching and research/development work and its recognition. The composition will be as under:

1. Dr. Krishna Gopal, Professor, EED and Dean (P&D)



2. Dr. K.S. Kasana, Professor, MED and Dean (Academic)
3. Dr. S.K. Chakravarty, Professor, Physics Department
4. Dr. Mayank Dave, AP & Chairman, Computer Engg. Deptt.

- ii) The decisions taken by the Senate under its agenda item 5.3 and 5.6 may be reviewed by the Senate in its next meeting.

The Board further decided that two B.Tech. final year students be associated with the Senate as special invitees to have their views while discussing the academic matters in the Senate meetings. However, these students will not be formal members of the senate and will not have voting right in case any occasion arises.

**9.31 To consider extension of communication facility in the Institute.**

The Board decided that the communication facility be extended to the staff members as proposed given by the Institute in the agenda item 9.31.

**9.32 To note the position of legal cases pending in various Courts of Law.**

The Board noted the position of legal cases pending in various Hon'ble Courts of Law as per details furnished in the agenda item 9.32.

The Board also decided that the Institute should take steps to engage competent lawyers who win the legal cases filed against it in various Hon'ble Courts.

**9.33 To consider payment of visa fees/visa charges for travels abroad on official business/training or for attending conferences etc.**

The Board decided that visa fees/visa charges be also paid to the faculty members/officers of the Institute for traveling abroad for official business/training/attending conferences etc. along with the



**Item 33.15 To report the approval accorded by the Hon'ble Chairperson, BoG.**

The Hon'ble Chairperson, BoG accorded approval on the following issues on behalf of the Board in view of the urgency.

1. Approved the issuance of No Objection Certificate to Dr. K K Singh, Professor, Department of Civil Engineering for applying for the post of Vice Chancellor, University of Mauritius. A copy of the approval is enclosed as Appendix – XXXVI at page 179.
2. Accepted the resignation of Sh. Pradeep Kumar, Assistant Professor (on three years contract), Department of Civil Engineering. A copy of the approval is enclosed as Appendix – XXXVII at page 180.
3. Accepted the resignation of Dr. Vineet Kumar Singh, Assistant Professor (on probation), Department of Mathematics. A copy of the approval is enclosed as Appendix –XXXVIII from pages 181 to 182.
4. Accepted the resignation of Dr. Ravi K, Assistant Professor (on probation), Department of Civil Engineering. A copy of the approval is enclosed as Appendix – XXXIX at page 183.
5. Accepted the resignation of Sh. Anish Kumar Bharti, Assistant Professor (on three years contract), Department of Civil Engineering. A copy of the approval is enclosed as Appendix – XXXX at page 184.

The Board may note the approval accorded by the Hon'ble Chairperson BoG.

NATIONAL INSTITUTE OF TECHNOLOGY,  
KURUKSHETRA-136119

No. Estt.-I/PF/12673

Dated: 18/12/13

**Subject:** To issue the No Objection Certificate to Dr. K.K. Singh for applying for the post of Vice-Chancellor, University of Mauritius.

Dr. K.K. Singh, Professor, Department of Civil Engg., has requested vide his application dated 07.11.2013 (Annexure-I) to provide No Objection Certificate for applying for the post of Vice-Chancellor of University of Mauritius as per Advertisement. He has already sent an advance copy of the application for the post through online/e-mail. He has provided a copy of the Advertisement (Annexure-II).

As per Schedule 'D' (forwarding of Application for Employment Elsewhere) (Annexure-III) to the Statutes of NITs, the rule of foreign assignments against open advertisements is as under:

- (a) The employee can apply with prior permission of the Chairperson, Board of Governors to be confirmed by the Board of Governors.
- (b) If the time is short, an advance copy can be sent to the concerned agency with a copy to the Chairperson, Board of Governors for approval through proper channel.
- (c) Such employee shall not be considered as an official nominee of National Institute of Technology concerned.

In view of the above, Dr. K.K. Singh, Professor, Department of Civil Engg., ought to have applied through proper channel or after taking prior permission from the Chairperson, BOG as the advertisement is dated 18.10.2013 and he applied on 07.11.2013. Therefore, there was no shortage of time.

In view of the above, the Hon'ble Chairperson, BOG may consider and pass necessary orders on the request of Dr. K. K. Singh for applying for the post of Vice- Chancellor of University of Mauritius.

The decision in this regard shall be reported to the BOG.

Encls: As above

The Hon'ble Chairperson,  
Board of Governors,  
N.I.T. Kurukshetra

Dn MIT/14

*We may forward through proper channel, though it is late to consider. We can get the approval/ ratification from BOG on Jan 4.*

*[Signature]*  
Director  
18/12/13

*[Signature]*  
32/12

**NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119.**

No. Estt-I/PF/359/ 935

Dated: 21/2/14

**Subject:** Resignation of Sh. Pradeep Kumar from the post of Assistant Professor on contract in Civil Engineering Department.

Sh. Pradeep Kumar, Assistant Professor on contract in Civil Engineering Department vide letter No. CED/140 dated 4.02.2014 (copy enclosed) has submitted resignation from the post of Assistant Professor, Civil Engg. Deptt. NIT, Kurukshetra. He has requested to relieve him from duties w.e.f. 03.03.2014 treating it as one month notice period.

Sh. Pradeep Kumar was offered the post of Assistant Professor on contract basis for a period of three years in Civil Engineering Department vide this office letter No. Gen.-1/FR/13/7118 dated 26.8.2013. He joined in the Institute on 13.09.2013. He has submitted resignation on 04.02.2014. As per terms & conditions of his appointment letter, he may leave the services of the Institute by giving one month's notice in writing or one month's salary may be accepted in lieu of the notice period with the approval of the competent authority.

As per Clause 30 (ii) of NIT First Statutes, 2007 a member of the staff of Institute (not a permanent employee) may resign only after giving one month's notice in writing to the appointing authority or by paying one month's salary in lieu thereof.

The Board of Governors being the appointing authority is the competent authority to accept the resignation. The meeting of the Board of Governors is not likely to be held shortly. Therefore, the Hon'ble Chairperson, Board of Governors is requested to accept the resignation of Sh. Pradeep Kumar, from the post of Assistant Professor, Civil Engineering Department w.e.f 03.03.2014.(AN).


The approval so accorded will be reported to the Board in its next meeting.

The Hon'ble Chairperson  
Board of Governors  
NIT, Kurukshetra.

appd

J. Pradeep Kumar

24/2/14

 Director 21/2/14

DAGA

**NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119**

No. Estt.-I/PF/423/ 1226

Dated: 6/2/14

**Subject: Resignation of Dr. Vineet Kumar Singh from the post of Assistant Professor in Mathematics Department.**

Dr. Vineet Kumar Singh, Assistant Professor in this Institute has intimated vide his application dated December 11, 2013 (copy enclosed) that he has been selected as an Assistant Professor on contract basis in the Department of Mathematical Sciences at IIT(BHU) and as per terms & conditions of his offer letter he has to join the Department of Mathematical Sciences at IIT, (BHU) in the 1<sup>st</sup> week of January, 2014. So, he has requested to approve one year leave without pay from his date of joining. If one year leave is not considered, kindly accept his resignation and relieve him from the post of Assistant Professor in the Department of Mathematics on December 23, 2013.

Dr. Vineet Kumar Singh was offered the post of Assistant Professor in Mathematics Department vide this office letter No. Gen.-1/FR/13/7430 dated 26.8.2013. He joined on probation in the Institute on 19.11.2013(FN).

The HOD, Mathematics Department vide letter No. MA/14/45 dated 31.1.2014 has intimated that Dr. Vineet Kumar Singh remained on winter vacation during 13.12.2013 to 20.12.2013 (08 days) and was to come back on 21<sup>st</sup> December 2013, however, he did not report till date.

From the above it appears that Dr. Vineet Kumar Singh has joined as an Assistant Professor on contract basis in the Department of Mathematical Sciences at IIT(BHU), Varanasi.

As per Clause 30 (II) of NIT First Statutes, 2007 a member of the staff of the Institute (not a permanent employee) may resign only after giving one month's notice in writing to the appointing authority or by paying one month's salary in lieu thereof. So there is one month short notice period.



The Board of Governors being the appointing authority is the competent authority to accept the resignation. The meeting of the Board of Governors is not likely to be held shortly. Therefore, the Hon'ble Chairperson, Board of Governors is requested to accept the resignation of Dr. Vineet Kumar Singh from the post of Assistant Professor in Mathematics Department w.e.f. 23.12.2013, subject to payment of one month salary in lieu of short notice period.

The approval so accorded will be reported to the Board in its next meeting.

The Hon'ble Chairperson  
Board of Governors  
NIT, Kurukshetra

18.11.14  
6/3/14

Director  
06/12/14

R

Ch

08/3/14

DRGA

L

10/3/14

ESM  
11/03/14

SS4 (Estt)

Estt-1

APPENDIX-XXXIX**NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119**

No. Estt.-I/PF/360/1286

Dated: 7.8.2014

**Subject: Resignation of Dr. Ravi K. from the post of Assistant Professor in  
Civil Engg. Deptt.**

Dr. Ravi K, Assistant Professor in this Institute has intimated vide his application No.CED/260 dated 26.02.2014 (copy enclosed) that he is not able to continue his job as he got a chance to do Post-doc research in U.K. and requested to relieve from the official duties by 10<sup>th</sup> of March, 2014.

Dr. Ravi K. was offered the post of Assistant Professor in Civil Department vide this office letter No. Gen.-1/FR/13/7112 dated 26.8.2013. He joined in the Institute on 23.09.2013.

As per Clause 30 (ii) of NIT First Statutes, 2007 a member of the staff of the Institute (not a permanent employee) may resign only after giving one month's notice in writing to the appointing authority or by paying one month's salary in lieu thereof. So he has to deposit the salary of 19 days on account of short notice period

The Board of Governors being the appointing authority is the competent authority to accept the resignation. The meeting of the Board of Governors is not likely to be held shortly. Therefore, the Hon'ble Chairperson, Board of Governors is requested to accept the resignation of Dr. Ravi K. from the post of Assistant Professor in Civil Department w.e.f 10.03.2014.

The approval so accorded will be reported to the Board in its next meeting.

*[Signature]*  
Director

Hon'ble Chairperson  
Board of Governors  
NIT, Kurukshetra.

*[Signature]*  
15/3

*[Signature]*  
10/3/14

DR/GA  
*[Signature]*  
10/3/14

*[Signature]*  
10/03/14

*[Signature]*  
10/03/14

APPENDIX-XXXX

**NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119**

No. Estt.-I/PF/357/ 1359

Dated: 12/3/14

**Subject: Resignation of Sh. Anish Kumar Bharti from the post of Assistant Professor in Civil Engg. Deptt.**

Sh. Anish Kumar Bharti, Assistant Professor in Civil Engineering Department has intimated vide letter No. CED/291 dated 01.03.2014 (copy enclosed) that he is not able to continue his job from 1.4.2014 due to some personal issues and requested to accept his resignation treating it as one month advance notice period.

Sh. Anish Kumar Bharti, was offered the post of Assistant Professor in Civil Department vide this office letter No. Gen.-1/SRD/12/551 dated 4.2.2013. He joined in the Institute on 26.06.2013.

As per Clause 30 (ii) of NIT First Statutes, 2007 a member of the staff of the Institute (not a permanent employee) may resign only after giving one month's notice in writing to the appointing authority or by paying one month's salary in lieu thereof. So he has given one month notice in advance.

The Board of Governors being the appointing authority is the competent authority to accept the resignation. The meeting of the Board of Governors is not likely to be held shortly. Therefore, the Hon'ble Chairperson, Board of Governors is requested to accept the resignation of Sh. Anish Kumar Bharti from the post of Assistant Professor in Civil Department w.e.f 31.03.2014(AN).

The approval so accorded will be reported to the Board in its next meeting.

Hon'ble Chairperson  
Board of Governors  
NIT, Kurukshetra.

O.K.

*[Signature]*

12/3/14

*[Signature]*  
Director 12/3/14

*[Signature]*  
12/03/14

*[Signature]*  
DRGA

*[Signature]*

*[Signature]*

*[Signature]*  
12/3/14

**Item 33.16 To report on the issues as per instruction dated 29.03.2014 of the Hon'ble Chairperson Board of Governors**

As per the instructions contained in the letter No. BM/CEO&MD/NITK/13-14 dated 29.03.2014 (copy enclosed as Appendix-XXXXI at page 188) from the Hon'ble Chairperson, Board of Governors, the details of the these cases are given below against each:

**(a) Demand Notice U/s 2k of Industrial Dispute Act, 1947 No. 1166-1169 dated 14.03.2014 issued by Deputy Labour Commissioner, Panchkula requesting for appearing on 07.04.2014 at 10:00 AM.**

Mess Kalyan Employees Union (Registered) Regional Engineering College, Kurukshetra filed a CWP No. 17988 of 1996 in the Hon'ble Punjab & Haryana High Court, Chandigarh. The Hon'ble High Court decided on 22.12.2008 (copy enclosed as Appendix-XXXXII from page 189 to 194) that *in case the petitioners give a demand notice and raise industrial dispute, their demand notice be decided by appropriate Authorities, in accordance with law.*

The Union filed LPA in the Hon'ble Punjab & Haryana High Court, Chandigarh. The operative part of the decision dated 18<sup>th</sup> July, 2013 of the Hon'ble Punjab & Haryana High Court, Chandigarh in LPA No. 1009 of 2013 (O&M) (copy enclosed as Appendix-XXXXIII from page 195 to 197) is as under:

*"[4] There is nothing on record in the instant case to suggest as to who had engaged the members of appellant Union or what has been the source of payment of wages to them. Similarly, there is no order passed by any judicial or quasi-judicial forum proving the relationship of master and servant between the appellant and the Engineering College. We are, therefore, unable to accept the claim of appellant Union. The proper recourse for the appellant, as suggested by learned Single Judge also, appears to be to approach the appropriate forum under the Industrial Disputes Act, 1947.*

*[5] Since it is also stated that the members of appellant Union have not been paid minimum wages, we are of the considered view that the said claim can also be raised before the Authority under the Payment of Wages Act and/or the Minimum Wages Act. Suffice it would be to say that if such a claim is raised by the appellants, the appropriate Government [for the purpose of making reference] and the Statutory Forum under different Acts shall act promptly and adjudicate and dispose of the same as early as possible and preferably within one year of raising of such claim".*

A demand notice from Mess Kalyan Employees Union, NIT Kurukshetra U/s 2k of the Industrial dispute Act, 1947 has been received through Deputy Labour Commissioner, Panchkula vide No. 1166-1169 dated 14.03.2014 (copy enclosed as Appendix – XXXXIV at page 198)

As desired by the Hon'ble Chairperson BOG, the legal expert (Institute Counsel; in the Hon'ble Punjab & Haryana High Court) was consulted and legal opinion obtained. A copy of the legal opinion is enclosed as Appendix –XXXXV at page 199. The main part of the legal opinion is as below:

..... *"The Mess Kalyan Karamchari Sangh has now moved the Authority under Industrial Dispute Act and the matter is pending before the Deputy Labour Commissioner for conciliation proceedings. The core question is whether such workers are employees of NIT Kurukshetra (earlier REC Kurukshetra) and whether there is any such relationship amongst them which is yet to be adjudicated and decided by the authorities/judicial proceedings. The matter is sub-judice".*

The case was scheduled for hearing on 19.05.2014. When the case was taken up; the Mess Kalyan Employees Union has withdrawn their Demand Notice from the Dy. Labour Commissioner, Haryana. In this connection, a copy of the legal opinion is enclosed as Appendix –XXXXVI at page 200. The main part of the legal opinion is as below:

*"This is in continuation of my earlier Legal Opinion dated 01.05.2014 in view of the changed scenario as the Mess workers got their Demand Notice pending before the Dy. Labour Commissioner, Haryana dismissed as withdrawn on May 19, 2014.*

.....  
.....  
.....  
*....I am of considered opinion that the Mess workers who are being engaged by the Student Mess Committees of the inmates of respective hostels can't be termed as the employees of NITK and there is no relationship of employer and employees between the NITK and the Mess workers working in the different Messes of the Hostels of NITK."*

**(b) Legal Notice of Raghubir Tejpal, Advocate dated 19.03.2014 relating to reimbursement of Medical bill of Rs. 5,16,725/- of Sh. Surinder Kumar Gupta.**

**(c) Legal Notice of Raghubir Tejpal, Advocate dated 19.03.2014 relating to reimbursement of Medical bill of Rs. 4,96,796/- of Sh. Suriti Parshad.**

The legal expert (Institute Counsel; in the Hon'ble Punjab & Haryana High Court) was consulted on the above matter and legal opinion obtained. A copy of the legal opinion is enclosed as Appendix – XXXXVII from page 201 to 207. The main part of the legal opinion is as below:

*"The issue of providing facility of Medical Reimbursement to the pensioners of NITK is a matter of policy, since the Pension scheme has now been implemented in the NITK.*

*NITK is an Institute governed by Central Govt. Policies, though the BOG of NITK is competent to frame policies under Provisions of NIT Act, 2007 and First Statutes issued by Central Govt.*

*The rules relating to Medical Attendance for Central Govt. Employees are contained in Central Services (Medical Attendance) Rules, 1944 or the Central Government Health Scheme (CGHS). All Government servants, except those in Railway service, and some other categories as indicated in such Rules, are covered under the Rules. However, as per Note 2, the Rules do not apply to the retired Government officials. The salient features of such Rules are to the effect that the concerned Government servant is entitled to treatment in an approved hospital, free of cost or on reimbursement basis. Such facility is available both as an out-patient regulations, including CGHS, where such facilities are available. So far as the retired employees are concerned, they can be covered under the Central Government Health Scheme, but CGHS as such may not be applicable to all.*

.....  
.....  
.....  
*.....So in my considered opinion, in view of above situation, clarification may be sought from the MHRD as to applicability of CS (MA) Rules and CGHS to the Pensioners".*

It is pertinent to mention that as per Statute No. 24(iv) of the First Statutes of the NITs, ***"The employees of the Institute shall be entitled to reimbursement of medical expenses incurred on themselves and their families as per Central Civil Services (Medical Attendance) Rules, 1944"*** (copy enclosed as Appendix –XXXXVIII at page 208). Further, the Note 2(iv) below the Rule 2 of the Central Services (Medical Attendance) Rules, 1944, states, ***"These rules do not apply to - ..... retired Government officials"***

The Board may consider and decide.



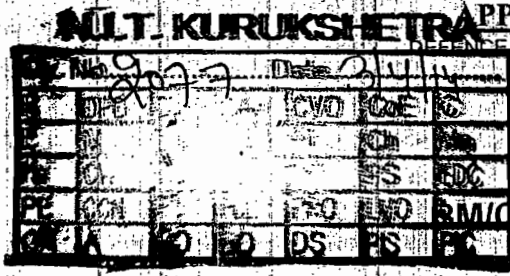
डॉ. आ. शिवथानु पिल्लै

मुख्य नियंत्रक, अनुसंधान तथा विकास

**Dr. A. SIVATHANU PILLAI**

DISTINGUISHED SCIENTIST & CHIEF CONTROLLER (R & D)

CEO & MD, BRAHMOS AEROSPACE



रक्षा मंत्रालय  
MINISTRY OF DEFENCE  
विकास संगठन  
RESEARCH & DEVELOPMENT ORGANISATION  
ब्रह्मोस एरोस्पेस  
BRAHMOS AEROSPACE

EO&MD/NITK/13-14

29 Mar 2014

Dear Prof Anand Mohan,

1. Please find herewith enclosed following documents:-

- (a) Demand Notice U/s 2k of Industrial Disputes Act, 1947 No.1166-1169 dt. 14.03.2014 issued by Deputy Labour Commissioner, Panchkula requesting for appearance on 07.04.2014 at 10.00 AM.
- (b) Legal Notice of Raghubir Tejpal (Advocate) dt 19.03.2014 relating to reimbursement of medical bill of Rs.5,16,725/- of Mr Surinder Kumar Gupta.
- (c) Legal Notice of Raghubir Tejpal (Advocate) dt 19.03.2014 relating to reimbursement of medical bill of Rs.4,96,796/- of Mr Surti Prashad.

2. You may please take further necessary action in consultation with legal experts and place the matter in the next meeting of the Board of Governors, NIT Kurukshetra.

With regards,

(Dr A Sivathanu Pillai)

Encl. As stated.

Prof Anand Mohan  
Director  
National Institute of Technology  
Kurukshetra, Haryana

DRGA

03/4/14

**Civil Writ Petition No. 17988 of 1996**

**1**

**In the High Court of Punjab and Haryana, at Chandigarh.**

**Civil Writ Petition No. 17988 of 1996**

**Date of Decision: 22.12.2008**

Mess Kalyan Employees Union (Registered), Regional Engineering  
College, Kurukshetra

...Petitioner

Versus

Board of Governors of Regional Engineering College, Kurukshetra and  
Others

...Respondents

**CORAM: HON'BLE MR. JUSTICE KANWALJIT SINGH AHLUWALIA.**

Present: Mr. Dinesh Kumar, Advocate  
for the petitioner.

Mr. A.S.Virk, Advocate  
for the respondents.

**Kanwaljit Singh Ahluwalia, J. (Oral)**

This writ petition has been filed by Mess Kalyan Employees Union (Registered), Regional Engineering College, Kurukshetra, through its Secretary Baldev Singh. They have prayed in the present writ petition that Mess Supervisor, Head Cook, Assistant Cook, Chapatimar, Kitchenman, Bearer, Sweeper, Pantryman, Common Room Attendant



**Civil Writ Petition No. 17988 of 1996**

**2**

and Waiter, who were working as employee in the Mess of the hostels run by the Kurukshetra University be paid regular pay scale as being paid to the other employees working in the Mess/Canteen of various hotels managed and maintained by the respondent-College with all allowances as admissible under the Rules and further all other service benefits as admissible to other regular employees of the College. Second prayer has been made that the petitioners be treated as employees of the College. An alternative prayer has been also made that minimum wages prescribed by the State Government under the Minimum Wages Act, 1948 be also paid to them. A further prayer has been made that they have discharged their duties for five years, therefore, they should be regularized by the College in accordance with the regularization policy of the State.

The first and foremost question which this Court has to answer that whether these employees are employees of Regional Engineering College, Kurukshetra or not.

Stand taken by the respondents in para 6 of the written statement is as under:-

- "6. That para No.6 of the petition is correct only to the extent that the recommendation of the Mess Committees of individual hostels are processed by the Hostel Office under the supervision of the Wardens but the mess staff is appointed only by the students. The College Administration is thus in no position to issue appointment

letters to any mess staff. The salary etc. is meted out from the Hostel funds collected from the students, who opt for residential accommodation in the College. A committee of the students of each Hostel in the College runs the Mess under the supervision of Warden and Chief Warder. It is also wrong and denied that the mess workers are paid meagre salary which is less than the minimum wage. Since all these workers connected in the Mess affairs are given rent free accommodation, meals of three times, uniforms and other benefits and as such their total emoluments cannot be termed meagre. Moreover, the salaries & perquisites being provided to the mess employee are decided on mutually agreed basis".

Mr. Dinesh Kumar, Advocate, appearing for the petitioners has also relied upon Annexure P7 i.e. rules regarding the hostels published in the prospectus. Under the heading "Mess" it has been stated that Mess is run on a co-operative basis with the assistance of the students in the form of Mess Committee under the overall supervision of the Wardens.

To assail this rule, Mr. Dinesh Kumar has stated that this is a camouflage. If all these rules are examined then it is evident that

Civil Writ Petition No. 17988 of 1996

4

membership of the Mess is compulsory. The appointment and salary is drawn by the Warden. It has been further stated that Mess Committee can only recommend disciplinary action but the same is to be decided and taken by the Warden and the Principal. Therefore, it has been stated that it is wrong to state that Mess Committees are being run on a co-operative basis. To a query put, whether Principal and the Warden can be member of such Co-operative Society, counsel at his evasive best, has referred to the Constitution of the Mess Committee which has been defined under the heading "Mess Committee". It states that there shall be a Mess Committee in each hostel which shall comprise of six to nine student members nominated by the Wardens or elected by the diners as per policy laid down. The Mess Committee shall be presided over by the Warden. It has been further held that Mess Committee MMCA shall be responsible for the execution of decisions of the Mess Committee. The duties of Mess committee also include to recommend staff for appointment in the Mesas. It is a disputed question of fact whether Principal or Warden is an Ex-officio member of the Mess Committee or not.

In the present case, no appointment letter has been also placed on record.

Mr. Dinesh Kumar has also relied upon *G.B. Pant University of Agriculture and Technology, Pantnagar, Nainital v. State of Uttar Pradesh and Others 2000(3) Recent Services Judgments 777* to state that the mandate of law laid therein is sufficient to hold that in the present case the petitioners are employees of the University. I am afraid that this contention of learned Mr. Dinesh Kumar cannot be accepted as in that

Civil Writ Petition No. 17988 of 1996

5

case evidence had been adduced by both the parties and award was given under the Uttar Pradesh Industrial Disputes Act.

Mr. Dinesh Kumar has further relied upon a Division Bench judgment of this Court rendered in *Jaimal Singh v. The State of Punjab and Others 1996(2) Recent Services Judgments 712* to state that even in cases where disputed question of fact are involved, jurisdiction of High Court is not barred. There is no quarrel with this proposition but where disputed questions are such that can be only determined after the evidence is led and is appreciated, in those cases the High Court while exercising powers under Article 226 of the Constitution shall tread with care and caution and will avoid to take the path as suggested by the counsel especially when there is an alternative remedy available with the petitioners under the Industrial Disputes Act, 1948.

Learned counsel for the University has relied upon *State of Karnataka and Others v. KGSD Canteen Employees' Welfare Assn. and Others (2006)1 Supreme Court Cases 567* to say that the petitioners cannot demand equal pay scale as it has been held therein that where the workmen are not holding any post or status with the State Government, then they cannot be put at par with the employees of the hospitality organization.

Petitioners, if so desire, are at liberty to take the recourse to lawful remedy available to them except the writ petition.

Learned counsel for the petitioners states that they may be relegated to the Labour Court for settlement of their dispute under the provisions of Industrial Disputes Act, 1948.

In case the petitioners give a demand notice and raise

**Civil Writ Petition No. 17988 of 1996**

**6**

industrial dispute, their demand notice be decided by appropriate  
Authorities, in accordance with law.

**(Kanwaljit Singh Ahluwalia)**  
**Judge**

**December 22, 2008**  
"DK"

-1-

LPA No. 1009 of 2013. [O&M]  
Date of Decision: 18<sup>th</sup> July, 2013.

## Versus

**CORAM:HON'BLE MR. JUSTICE SURYA KANT  
HON'BLE MR. JUSTICE SURINDER GUPTA**

- 1. Whether Reporters of local papers may be allowed to see the judgment?**
- 2. To be referred to the Reporters or not?**
- 3. Whether the judgment should be reported in the Digest?**

**SURYA KANT, J. [ORAL]**

This Letters Patent Appeal is directed against the order dated 22.12.2008 whereby learned Single Judge has relegated the appellant – Union to the alternative remedy of seeking settlement of its dispute before the Labour Court in accordance with the provisions of the Industrial Disputes Act, 1947.

[2]. The appellant claims itself to be a registered Union of the employees working in various Mess-cum-Canteens run by the Regional Engineering College at Kurukshetra now a 'Deemed University'. Their precise case is that since every student admitted in the University is subjected to compulsory boarding, the members of the appellant Union who are serving in the Mess/Canteens of the University are at par with those whose claim was considered by Hon'ble Supreme Court in **G.B.Pant University of Agriculture and Technology Pantnagar, Nainital Vs. State of Uttar Pradesh &**

LPA No. 1009 of 2013.

:-2:-

Ors., 2000[3] RSJ, 777 and who were declared to be the employees of University.

[3]. We find from the judgment under appeal that similar argument was raised before the learned Single Judge who expressed his inability to accept it for want of sufficient material on record as in the case of G.B.Pant University there was an award passed by the Tribunal under the Uttar Pradesh Industrial Dispute Act with a categorical finding of fact like:-

*"92. The entire Cafeteria staff shall work under the direct supervision of the Warden/Asstt. Warden in accordance with the advise of the Food Committee and under the administrative control of the Chief Warden. All cases of appointments, termination of service and other punishments and promotions, rewards etc. shall be dealt with by the Chief Warden in consultation with the Warden and the Food Committee.*

*93. (i) All the appointment of Cafeteria staff would be made by the Food Committee of the hostel with the approval of the Chief Warden.*

*(ii) The leave, annual increments, uniform, travelling allowance etc. to the Cafeteria staff shall be governed in accordance with the policies laid down by the Central Food Committee".*

[4]. There is nothing on record in the instant case to suggest as to who had engaged the members of appellant Union or what has been the source of payment of wages to them. Similarly, there is no order passed by any judicial or quasi-judicial forum proving the relationship of master and servant between the appellant and the Engineering College. We are, therefore, unable to accept the claim of

LPA No. 1009 of 2013.

::-3-::

appellant Union. The proper recourse for the appellant, as suggested by learned Single Judge also, appears to be to approach the appropriate forum under the Industrial Disputes Act, 1947.

[5]. Since it is also stated that the members of appellant Union have not been paid minimum wages, we are of the considered view that the said claim can also be raised before the Authority under the Payment of Wages Act and/or the Minimum Wages Act. Suffice it would be to say that if such a claim is raised by the appellants, the appropriate Government [for the purpose of making reference] and the Statutory Forum under different Acts shall act promptly and adjudicate and dispose of the same as early as possible and preferably within one year of raising of such claim.

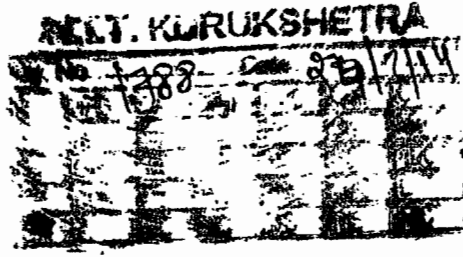
Disposed of. Dasti.

( SURYA KANT )  
JUDGE

July 18, 2013.  
dinesh

( SURINDER GUPTA )  
JUDGE





प्रपक

रजि०/अति आवश्यक

उप श्रम आयुक्त,  
माजरी चौक, सै०-२,  
पंचकूला ।

प्रेषित

- (1) Board of Governors, National Institute of Technology, Kurukshetra  
Through its Chairperson/Chairman Dr. A.Sivathanu Pillai,  
Distinguished Scientist & Chief Controller (R&D) DRDO & CEO and  
MD. Brah MOS Aerospace, 16, Cariappa, Marg, Kirby Place, Delhi  
Cantt., New Delhi.
- (2) Director, National Institute of Technology, Kurukshetra.
- (3) Chief Warden (Boys) National Institute of Technology,  
Kurukshetra.
- (4) Chief Warden (Girls), National Institute of Technology,  
Kurukshetra.

For n - please  
DEC 6A (2)  
P-24/3/14

क्रमांक 1166-1169 दिनांक 14-03-2014

विषय :-

Demand Notice U/s 2k of Industrial Disputes Act 1947.

उपरोक्त विषय के सन्दर्भ में।

मैस कल्याण कर्मचारी संघ राष्ट्रीय प्रौद्योगिकी संस्थान कुरुक्षेत्र हरियाणा से आपके विरुद्ध एक मांग पत्र इस कार्यालय प्राप्त हुआ है (प्रति सलंगन) जिसमें आपसे अनुरोध किया जाता है, कि दिनांक 07.04.2014 को प्रातः 10:00 बजे अधोहस्ताक्षरी के कार्यालय में मांग पत्र से सम्बन्धित पूर्ण रिकार्ड लेकर उपस्थित होवे, ताकि मांग पत्र का निपटारा किया जा सकें।

सलंगन/उपरोक्त

उप श्रम आयुक्त  
पंचकूला ।

पृ० क्रमांक

दिनांक

एक प्रति मैस कल्याण कर्मचारी संघ राष्ट्रीय प्रौद्योगिकी संस्थान कुरुक्षेत्र हरियाणा कार्यालय होस्टल नं०-4, एन०आई०टी० कुरुक्षेत्र को भेजकर निर्देश दिये जाते हैं, कि वे भी उक्त दी गई तिथि व समय पर अधोहस्ताक्षरी के कार्यालय में उपस्थित होवें ताकि मांग पत्र का निपटारा किया जा सकें।

54/-  
उप श्रम आयुक्त  
पंचकूला ।

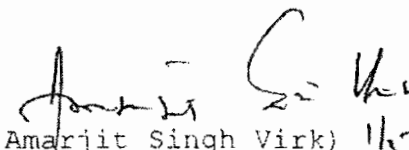
13/11/14

23/11/14

LEGAL OPINION

The workers working in the different Mess in NIT Kurukshetra had earlier filed CWP No. 17988 of 1996 in the Hon'ble Punjab & Haryana High Court Chandigarh seeking Regular Pay Scale and other service benefits admissible to regular employees or in alternative to grant minimum wages and also to regularize their services. The Institute while filing the written statement had taken specific stand the workers working in different Mess are not the employees of NIT Kurukshetra (earlier REC Kurukshetra) as they were being engaged by the separate Mess Committees from time to time that there is no Employer-Employee relationship amongst them. The CWP 17988 of 1996 was finally disposed of on 22.12.2008 given them liberty to approach Labour Court. Their LPA No. 1009 of 2013 was also disposed of on 18.07.2013 giving them liberty to approach authorities under Industrial Disputes Act, 1947 as well under Minimum Wages Act.

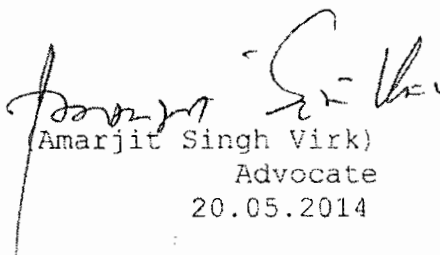
The Mess Kalyan Karamchari Sangh has now moved the Authority under Industrial Disputes Act and the matter is pending before the Deputy Labour Commissioner for conciliation proceedings. The core question is whether such workers are employees of NIT Kurukshetra (earlier REC Kurukshetra) and whether there is any such relationship amongst them which is yet to be adjudicated and decided by the authorities/judicial proceedings. The matter is sub-judice.

  
(Amarjit Singh Virk) 1/5/14  
Advocate

**LEGAL OPINION**

This is in continuation of my earlier Legal Opinion dated 01/05/2014 in view of the changed scenario as the Mess workers got their Demand Notice pending before the Dy. Labour Commissioner, Haryana dismissed as withdrawn on May 19, 2014. The Mess workers are working in Messes in different hostels. They are being engaged by the Students Mess Committees of respective Hostels and not by the Institute, they are also being paid wages out of the contributions made by the inmate students of the respective Hostels. This was the specific plea taken by the Institute in the CWP No. 17988 of 1996 filed by the workers working in the different Mess in NIT Kurukshetra in the Hon'ble Punjab & Haryana High Court Chandigarh seeking Regular Pay Scale and other service benefits admissible to regular employees or in alternative to grant minimum wages and also to regularize their services. The specific stand of the Institute in the said CWP was that there is no Employer-Employee relationship amongst them. The CWP 17988 of 1996 was finally disposed of on 22.12.2008 given them liberty to approach Labour Court. Their LPA No. 1009 of 2013 was also disposed of on 18.07.2013 giving them liberty to approach authorities under Industrial Disputes Act, 1947 as well under Minimum Wages Act. The LPA bench has also specifically observed that till date there is no judicial adjudication that there is any relationship of employer and employees between the Institute and the workers engaged in the different Mess.

I am of considered opinion that the Mess workers who are being engaged by the Student Mess Committees of the inmates of respective hostels can't be termed as the employees of NITK and there is no relationship of employer and employees between the NITK and the Mess workers working in the different Messes of the Hostels of NITK.

  
(Amarjit Singh Virk)  
Advocate  
20.05.2014

**APPENDIX-XXXXVII**

**LEGAL OPINION**

The issue of providing facility of Medical Reimbursement to the pensioners of NITK is a matter of policy, since the Pension scheme has now been implemented in the NITK.

NITK is an Institute governed by Central Govt. Policies, though the BOG of NITK is competent to frame policies under Provisions of NIT Act, 2007 and First Statutes issued by Central Govt.

The rules relating to Medical Attendance for Central Govt. Employees are contained in Central Services (Medical Attendance) Rules, 1944 or the Central Government Health Scheme (CGHS). All Government servants, except those in Railway service, and some other categories as indicated in such Rules, are covered under the Rules. However, as per Note 2, the Rules do not apply to the retired Government officials. The salient features of such Rules are to the effect that the concerned Government servant is entitled to treatment in an approved hospital, free of cost or on reimbursement basis. Such facility is available both as an out-patient or as an in-patient, subject to various rules and regulations, including CGHS, where such facilities are available. So far as the retired employees are concerned, they can be covered under the Central Government Health Scheme, but CGHS as such may not be applicable to all. In this background, Vth Central Pay Commission had made a recommendation to the following effect :- "140.18. We have given due consideration to the various suggestions made to us in this regard and recommend that pensioners residing in an area not covered by CGHS, should be given a fixed amount of medical allowance at Rs.100 p.m. for meeting the expenditure on day-to-day medical expenses that do not require hospitalisation. In addition, CS (MA) Rules, 1944 should be extended to pensioners, in a restricted manner so as to facilitate reimbursement of expenditure on hospitalisation in a Government hospital / private hospital recognised under CGHS or under CS(MA) rules for the purpose. Such reimbursement claim should be

settled in full by the respective Ministry / department of the pensioner under the provisions of CS (NA) rules."

The aforesaid report of the 5th Central Pay Commission was apparently accepted by the Government as per Resolution No.45/86/97-P.PW (A) dated 30.9.1997. The Ministry of Personnel, Public Grievances & Pension, issued an Office Memorandum dated 19.12.1997. The relevant paragraph of the said Office Memorandum :- "The undersigned is directed to state that in pursuance of the Government's decision on the recommendations of the 5th Central Pay Commission announced in this Department's resolution No.45/86/97-P.PW (A), dated 30.9.1997, sanction of the President is hereby accorded to the grant of fixed medical allowance @ Rs.100 p.m. to Central Government pensioners / family pensioners residing in areas not covered by Central Government Health Scheme administered by the Ministry of Health & Family Welfare and corresponding Health Schemes administered by other Ministries / Departments for their retired employees for meeting expenditure on day-to-day medical expenses that do not require hospitalisation.

2. These orders shall apply to Central Government pensioners / family pensioners, who at the time of retirement / death were governed by CCS (Pension) Rules, 1972 or other corresponding rules in operation prior to commencement of these rules and are eligible for medical facilities after retirement. Separate orders will be issued by the respective administrative authorities in respect of members of Armed Forces, All India Services and Railway pensioners / family pensioners.

3. Existing pensioners as well as the future retirees shall have to exercise one-time option to avail of medical facilities under CGHS or other similar Health Scheme of their respective Ministry / Department or to claim fixed medical allowance or Rs.100 p.m. In the case of future retirees, the option shall be obtained by the Head of Office along with other pension papers and in case the retiring employee opts for medical allowance, specific entry to this effect shall be made in both the halves of PPO. The CGHS or other medical authorities, while

issuing card to the pensioner shall check the position in this regard from PPO and restrict the facilities to be made available accordingly, i.e. card is valid only for indoor / outdoor patient treatment, as the case may be.

4. In the case of existing pensioners, if they opt for medical allowance, an undertaking shall be required to be submitted by claimants to the effect that they are entitled to medical facilities under CGHS or other similar scheme administered by the Central Government but are residing in areas where no such outdoor facilities are available. On the basis of this undertaking, pension disbursing authorities shall make an entry in regard to grant of medical allowance in the both halves of PPO of the individual concerned and authorize payment of medical allowance. Such an undertaking can be obtained by Bank, Departmental PAO and Treasury once every year along with other certificates, the pensioner is required to furnish. As and when grant of medical allowance to a pensioner / family pensioner is authorized by the pension disbursing authority, intimation in this effect shall be sent to the CPAO / concerned Pay & Accounts Office in the prescribed pro forma."

Subsequently, the Ministry of Health & Family Welfare took a decision as per Office Memorandum No.S-14025/4/96 dated 5.6.1998, which is to the following effect :-

"Extension of CS (MA) Rules, 1944 to pensioners residing in areas not covered by CGHS

The undersigned is directed to refer to the Department of Pension and Pensioners' Welfare, O.M.No.45/74/97-PP&PW(C), dated 15.4.1997 on the above subject and to say that it has been decided by this Ministry that the pensioners should not be deprived of medical facilities from the Government in their old age when they require them most. This Ministry has, therefore, no objection to the extension of the CS (MA) Rules to the Central Government pensioners residing in non-CGHS area as

recommended by the Pay Commission. However, the responsibility of administering the CS (MA) Rules for pensioners cannot be handled by CGHS. It should be administered by the respective Ministries / Departments as in the case of serving employees covered under CS (MA) Rules, 1944. The Department of Pension and Pensioners' Welfare would need to have the modalities worked out for the implementation of the rules in consultation with the Ministries / Departments prior to the measure being introduced to avoid any hardship to the pensioners. The pensioners could be given a one-time option at the time of their retirement for medical coverage under CGHS or under the CS (MA) Rules, 1944. In case of a pensioner opting for CGHS facilities, he / she would have to get himself / herself registered in the nearest CGHS city for availing of hospitalization facilities. In such cases, the reimbursement claims would be processed by the Additional Director, CGHS of the concerned city. For those opting for medical facilities under the CS (MA) Rules, the scrutiny of the claims would have to be done by the parent office as in the case of serving employees and the payment would also have to be made by them. The list of AMAs to be appointed under CS (MA) Rules would be decided Ministry / Department-wise as provided under the rules. The beneficiaries of the CS (MA) Rules, 1944 would be entitled to avail of hospitalization facilities as provided under these rules. The Department of Pension and Pensioners' Welfare are requested to take further necessary action in the matter accordingly."

However, the Ministry of Health & Family Welfare by Office Memorandum No.S.14025/4/96-MS dated 20.8.2004 issued clarifications on its earlier Office Memorandum dated 5.6.1998 by issuing the following clarification :-

"The CS (MA) Rules, 1944 is not applicable to the Central Government pensioners. The 5th Central Pay Commission had recommended extension of CS (MA) Rules, 1944 to the Central Government pensioners residing in the areas not covered by CGHS. On a

reference received from the Department of Pension and Pensioners Welfare on this subject, the response of the Department of Health had been conveyed through the O.M.No.S.14025/4/96-MS dated 5.6.1998. The response of this Department was that it did not have any objection to the proposal of extension of CS (MA) Rules, 1944 to central government pensioners residing in non-CGHS areas as recommended by the 5th Pay Commission, subject to the condition that the responsibility of administering the CS (MA) Rules, 1944 for pensioners would be of the Departments / Ministries concerned. The said O.M. dated 5.6.1998 was in reply to a reference in O.M.No.45/74/97 PP&PW(C) dated 15.4.97 from the Department of Pensions and Pensioners' Welfare. After that also communication between these two departments had continued on this subject. In fact in a subsequent O.M. of the same number dated 12.1.1999, the views of all the Ministries / Departments of the Government of India had been sought before a final decision could be taken. But unfortunately, the O.M. dated 5.6.1998 has been misinterpreted by some pensioners as the final order of the Government of India to extend CS (MA) Rules, 1944 to pensioners. A lot of avoidable litigation has already taken place, because some pensioners have obtained favourable orders from various courts / tribunals on the basis of the said O.M. dated 5.6.1998.

It is therefore considered necessary to clarify unequivocally that the O.M. dated 5.6.1998 was not intended to be a final order extending the applicability of CS (MA) Rules, 1944 to pensioners. In fact, it is not possible for any individual department to take such policy decision without obtaining the views of various departments, and particularly the Department of Expenditure. Such being the case, in the process of examining the recommendation of the 5th Pay Commission on this issue, the Department of Expenditure has categorically said that in view of huge financial implications, it is not feasible to extend CS (MA) Rules, 1944 to pensioners. Therefore, any interpretation based on the O.M. dated 5.6.98 of this Department that the pensioners come within the



purview of the CS (MA) Rules, 1944 is wholly misplaced.

On a careful reading of the CS (MA) Rules and the CGHS and the various Office Memorandums issued by various Ministries from time to time, the following picture emerges :-

(1) A person in employment under the Central Government has the benefit of CS (MA) Rules, 1944, and can have the benefit of CGHS and similar benefits given by any other Department depending upon the place of posting. There is no difficulty relating to any Central Government employee relating to treatment as indoor or outdoor patient.

(2) The CS (MA) Rules, 1944 are not applicable to the retired employees by virtue of Note No.2(iv) of Rule 1 of CS (MA) Rules.

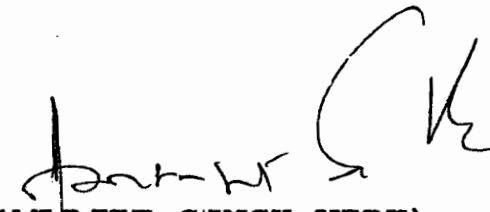
(3) Even though V Pay Commission had made a strong recommendation for extending the medical facilities contemplated under the CS(MA) Rules, 1944 to the retired employees and even though in principle the Ministry of Health and Family Welfare and even the Department of Pension and Pensioners' Welfare seem to have accepted such recommendation, the modalities, as suggested by the Health Ministry, are yet to be worked out and no final decision appears to have been taken. (4) A person belonging to the Posts and Telegraphs Department is entitled to medical facilities contemplated by the Department; a retired employee can avail of indoor and outdoor facilities available under CGHS, provided he becomes a member and makes the contribution. (5) Where there is no CGHS facility available for outdoor treatment, a retired employee can avail monthly allowance of Rs.100/- in order to meet day-to-day medical expenses. Similarly he can avail of treatment as indoor patient at the nearest CGHS approved hospital, provided he opts for it and makes some contribution.

As a necessary inference from the above, it is clear that if a quondam employee happens to be a resident

of a place where CGHS facilities are available, he can avail the facilities both as outdoor and indoor patient and, if such facilities are not available, he can avail Rs.100/- per month for day today medical expenses. Where accidentally a retired employee resides at a place where there is no CGHS facilities, even though he may receive Rs.100/- as medical allowance to meet his day-to-day medical expenses, he does not have any privilege of being treated as indoor patient. Only to ameliorate such a situation, 5th Central Pay Commission had recommended for extending the benefit available under the CS (MA) Rules.

So in my considered opinion, in view of above situation, clarification may be sought from the MHRD as to applicability of CS (MA) Rules and CGHS to the Pensioners.

CHANDIGARH  
May 01, 2014

  
(AMARJIT SINGH VIRK)  
ADVOCATE

## 24. GENERAL TERMS AND CONDITIONS OF SERVICE OF PERMANENT EMPLOYEES

Permanent employees of the Institute shall be governed by the following terms and conditions:-

- (i) Subject to the provisions of the Act and the Statutes, all appointments to posts under the Institute shall be made on probation for a period of one year after which period the appointee, if confirmed, shall continue to hold his office subject to the provisions of the Act and the Statutes, till the end of the month in which he attains the prescribed maximum age for **teaching posts**, for **technical non-teaching** and **ministerial and administrative posts** as the case may be:  
Provided that the appointing authority shall have the power to extend the period of probation of any employee of the Institute for such periods as may it may deem fit.
- (ii) The age of superannuation shall be as specified for various classes and categories of the employees of the institute by the Central Government.
- (iii) The employees of the Institute shall be entitled to allowances in addition to pay, as admissible to Central Government Employees.
- (iv) The employees of the Institute shall be entitled to reimbursement of medical expenses incurred on themselves and their families as per Central Civil Services (Medical Attendance) Rules, 1944.
- (v) The employees of the Institute shall be governed by the Central Civil Services (Conduct) Rules, 1964.
- (vi) The employee appointed on or after 01.01.2004 shall be governed by the new pension scheme announced by the Government of India.
- (vii) The application of the employees of the Institute shall be forwarded for employment outside the Institute only three times in a year in accordance with the procedure specified in Schedule-D.
- (viii) The employees of the Institute will be entitled to Leave Travel Concession (LTC) as admissible to Central Government Employees.
- (ix) Overtime and night allowance shall be paid to the eligible employee of the Institute as is admissible to the Central Government Employees.

## 25. CODE OF CONDUCT FOR PERMANENT EMPLOYEES

The code of conduct for employees shall be made by each Institute in consultation with the Central Government.

## 26. SUSPENSION, PENALTIES, DISCIPLINARY PROCEEDINGS

- (1) The Director may place a member of the staff appointed at the Institute under suspension:-
  - (i) where a disciplinary proceeding against him is contemplated or is pending;  
or
  - (ii) where a case against him in respect of any criminal offence is under investigation, inquiry or trial:

Provided that where a member of the staff is detained in custody, whether on a criminal charge or otherwise, for a period exceeding forty-eight hours, such member of the staff shall be deemed to have been placed by an