

Agenda Notes

2011: First Meeting
of the
Board of
Governors

At

C.S. Library Hall, First Floor Shastri Bhawan,
Ministry of Culture,

New Delhi

On

March 21, 2011 at 2.00PM



PDPM
Indian Institute of Information Technology,
Design and Manufacturing Jabalpur



**PANDIT DWARKA PRASAD MISHRA
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY,
DESIGN AND MANUFACTURING JABALPUR**

**BOG /2011/1ST MEETING OF THE BOARD OF GOVERNORS
TO BE HELD ON MARCH 21, 2011 AT 1400 HRS
VENUE: C. S. LIBRARY HALL 1ST FLOOR SHASTRI BHAWAN,
MINISTRY OF CULTURE
NEW DELHI**

AGENDA

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The action taken report is placed before for the perusal of the members

Item No.
 BOG/2011:01:01

Opening Remarks by the Chairman.

ACTION TAKEN REPORT

Item No.	Description	Action Taken
BOG/2011:01:01	<p>Minimum qualification and experience requirements for various positions of the Institute</p> <p>The Board of Governors deliberated on minimum qualification and experience for various positions of the Institute. After discussion, Mrs. Pratima Dixit, Director (Technical) MHRD was requested to examine the proposal on the qualification and experience for each post prepared by the Institute. However the qualification and experience for the post of Placement Cum Public Relations Officer was approved by the Board.</p>	<p>Will be presented in the meeting itself.</p> <p>Mrs. Pratima Dixit has submitted that the qualifications and experience for various posts should be as per IITs. (Copy is attached as annexure III)</p> <p>The item is listed as agenda item BOG/2011:01:01</p>
BOG/2011:01:01	<p>To consider the proposal for delegation of financial powers to various officers of the Institute</p> <p>The Board deliberated on the proposal for delegation of financial powers to various officers of the Institute and has constituted a committee consisting of Prof. H.P. Diksha, SGGPA, Bhopal, Prof. Apurva Oha, Mr. Nandan Sol, MHRD and Mrs. Pratima Dixit, Director (Technical) MHRD. The aforesaid committee will examine the proposal and submit its recommendation to the Board by the next meeting.</p>	<p>Recommendations of the Committee are awaited.</p>
BOG/2011:01:01	<p>To consider the recommendation of the committee constituted to frame rules and guidelines for establishing and sponsoring research/development projects.</p>	<p>Recommendations of the committee are placed as agenda item BOG/2011:01:01</p>

Item No.
BOG/2011:01:02

Overview and Action Taken Report by the Director.

The action taken report is placed below for the perusal of the members.

ACTION TAKEN REPORT

Item No.	Resolution/ Decisions	Action Taken
BOG/2010:03:08	<p>Minimum qualification and experience requirement for various positions of the Institute</p> <p>The Board of Governors deliberated on minimum qualification and experience for various positions of the Institute. After discussion, Mrs. Pratima Dikshit, Director (Technical) MHRD was requested to examine the proposal on the qualifications and experience for each post prepared by the Institute. However the qualification and experience for the post of Placement Cum Public Relations Officer was approved by the Board.</p>	<ol style="list-style-type: none">1. Mrs. Pratima Dikshit has submitted that the qualifications and experience for various posts should be as per IIT's. (Copy of attached as annexure III)2. The item is listed as agenda item BOG/2011:01:09
BOG/2010:03:09	<p>To consider the proposal for delegation of financial powers to various officers of the Institute</p> <p>The Board deliberated on the proposal for delegation of financial powers to various officers of the Institute and has constituted a committee consisting of Prof. H.P. Dikshit, SGGPA, Bhopal, Prof. Aparajita Ojha, Mr. Navin Soi, MHRD and Ms. Pratima Dikshit, Director(Technical), MHRD. The aforesaid committee will examine the proposal and submit its recommendation to the Board by the next meeting.</p>	Recommendations of the Committee are awaited.
BOG/2010:03:12:1	<p>To consider the recommendation of the committee constituted to frame rules and guidelines for consultancy and sponsored research/ development projects.</p>	Recommendation of the committee are placed as agenda item BOG/2011:01:11

	The report of the constituted committee is awaited. The matter was deferred and will be taken up only after the submission of the report.	
BOG/2010:03:12:2	<p>To consider the recommendation of the committee constituted to look into the request of Dr. Rajib Kumar Jha to change to salary on scale from the consolidated salary during the period of July 14-7-2008 to 13-7-2009.</p> <p>The report of the constituted committee is awaited. The matter was deferred and will be taken up only after the submission of the report.</p>	Recommendation of the Committee are awaited.

Item No.
BOG/2011:01:03

Confirmation of Minutes of BOG/2010/3rd meeting held on 27th December 2010.

The Minutes of BOG/2010/3rd meeting of the BOG were circulated to the members subsequent to the meeting after the approval of the Chairman. No comments have been received till date. Copy of Minutes is attached as BOG/2011/1/ANNEXURE-I (Page No. 05 to 09).

The Board is requested to confirm the minutes.



**Pandit Dwarka Prasad Mishra
Indian Institute of Information Technology,
Design & Manufacturing Jabalpur**

Minutes of the BOG/2010/3rd Meeting of the Board of Governors held on December 27, 2010 in the Conference Room, Shastri Bhawan, MHRD, New Delhi.

Members present:

Shri A.K. Singh, IAS (Retd.) Chairman, Board of Governors and Member, Public Enterprises Selection Board	Chairman
Prof. Aparajita Ojha Director PDPM IIITDM Jabalpur	Ex-officio Member
Prof. H.P. Dikshit Director General SGG&PA Bhopal	Member
Ms. Pratima Dikshit Director (T) MHRD, Govt. of India, New Delhi	Nominee of Shri Ashok Thakur, Member
Shri S.K. Ray Additional Secretary MHRD, Govt. of India, New Delhi	Special Invitee
Prof. Puneet Tandon PDPM IIITDM Jabalpur	Member
Shri R.P. Dwivedi Dy. Registrar PDPM IIITDM Jabalpur	Special Invitee
Shri V.K. Dubey Assistant Engineer PDPM IIITDM Jabalpur	Special Invitee
Shri R. Bhattacharya Dy. Registrar PDPM IIITDM Jabalpur	Actg. Secretary

Leave of absence was granted to Mr. Anurag Jain, IAS (IT Secretary and Secretary to CM) Madhya Pradesh, Professor S.G. Dhande, Director IIT Kanpur, Shri Pradyumna Vyas, Director NID, Ahmedabad, Professor Rajeev Sangal, Director, IIT Hyderabad, Professor Manoj Harbola, IIT Kanpur,

Professor Ashok Jhunjhunwala, IIT Madras, Dr. Manoj Gaur CEO & MD JP Associates, Shri Amit Khare, Joint Secretary Bureau of BPNCR, Education policy, UNESCO, INC and ICC, MHRD, New Delhi.

BOG/2010:03:01	Opening Remarks by the Chairman
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The Chairman welcomed the Board members and requested the Director to start the proceedings.

BOG/2010:03:02	Overview and Action Taken Report by the Director
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The Board took note of the overview and action taken report submitted by the Director during the meeting.

BOG/2010:03:03	Confirmation of the Minutes of BOG/2010/2nd meeting held on July 27, 2010
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Since no comments were received, the minutes of the BOG/2010/2nd meeting of the BOG held on July 27, 2010 were confirmed.

BOG/2010:03:04	To consider the recommendation of the Finance Committee through the FC/2010/3rd meeting to be held on December 27, 2010
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Recommendations of the Finance Committee through its meeting FC/2010/ 3rd meeting held on December 27, 2010 were placed before the Board and the Board approved the recommendations (Please see annexure A for the minutes of FC/2010/3rd meeting of FC).

BOG/2010:03:05	To consider the request of Shri R.P. Dwivedi for grant of five advance increments
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In the absence of any recommendation of the selection committee regarding advance increments the request of Mr. R.P.Dwivedi was not accepted as the Board opined that any deviation from the original approval will create a precedence.

BOG/2010:03:06	Regarding the notification of MHRD on career advancement scheme for members of the faculty appointed before the implementation of sixth pay commission recommendations (i.e. before 18-08-2009)
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The proposal of the Institute has been accepted and the promotion will be considered from the date of the selection committee proceedings.



BOG/2010:03:07	List of Board's nominee as expert for various selection committee of the Institute
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The Board deliberated on the list of Board's nominees as experts for various selection committees of the Institute and approved the list of nominees and further the Board suggested that a few additional names be included from other reputed Institutes/ Universities. The Chairman has been authorized by the Board to approve the additional names submitted by the Institute.

BOG/2010:03:08	Minimum qualification and experience requirement for various positions of the Institute
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The Board of Governors deliberated on minimum qualification and experience for various positions of the Institute. After discussion, Mrs. Pratima Dikshit, Director (Technical) MHRD was requested to examine the proposal on the qualifications and experience for each post prepared by the Institute. However the qualification and experience for the post of Placement Cum Public Relations Officer was approved by the Board.

BOG/2010:03:09	To consider the proposal for delegation of financial powers to various officers of the Institute
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The Board deliberated on the proposal for delegation of financial powers to various officers of the Institute and has constituted a committee consisting of Prof. H.P. Dikshit, SGGPA, Bhopal, Prof. Aparajita Ojha, Mr. Navin Soi, MHRD and Ms. Pratima Dikshit, Director(Technical), MHRD. The aforesaid committee will examine the proposal and submit its recommendation to the Board by the next meeting.

BOG/2010:03:10	To consider the proposal for one time issue of laptops to faculty and group A officers of the Institute at the time of first joining of the Institute
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The Board of Governors deliberated on the proposal for one time issue of laptops to faculty and group A officers of the Institute at the time of first joining of the Institute and approved the same.

BOG/2010:03:11	Report items/ Ratification of approvals accorded by the Chairman, BOG
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The Board ratified the approval of the Chairman, BOG on acceptance of the resignation as mentioned in item no. BOG/2010:03.11 and noted report items i.e. Joining of the Registrar and status of temporary appointments. For appointment of



emeritus fellows, the Board constituted a committee consisting of Prof. H.P.Dikshit, Mrs. Pratima Dikshit and Mr. Naveen Soi to frame the procedures and guidelines of such appointments.

BOG/2010:03:12	Any other item with the permission of the Chair
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BOG/2010:03:12:1	To consider the recommendation of the committee constituted to frame rules and guidelines for consultancy and sponsored research/development projects.
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The report of the constituted committee is awaited. The matter was deferred and will be taken up only after the submission of the report.

BOG/2010:03:12:2	To consider the recommendation of the committee constituted to look into the request of Dr. Rajib Kumar Jha to change to salary on scale from the consolidated salary during the period of July 14-7-2008 to 13-7-2009.
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The report of the constituted committee is awaited. The matter was deferred and will be taken up only after the submission of the report.

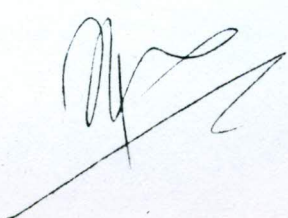
BOG/2010:03:12:3	Honorarium for external committee members.
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With the permission of The Chair, issue related to payment of honorarium for external members of Board / Finance Committee/ Senate/ B&WC/ External Examiners/ Selection Committee was taken up and it was decided unanimously that the honorarium for external members of various committees be paid as under:-

For All Committee Members (external)	Rs.2000/-
For Senate Members (external)	Rs.2000/-
For External Examiner (viva)	Rs.2000/-
For External Examiner (Thesis Evaluation)	Rs.3000/-
For Selection Committee Members	Rs.2000/-

BOG/2010:03:12:4	To consider the application of Dr. Gautam Dutta, Assistant Professor in Mechanical Engineering for one year leave to avail a post doctoral Indo-US research fellowship.
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The Board accepted the request of the applicant Dr. Gautam Dutta, Assistant Professor in Mechanical Engineering for granting of one year leave to avail the post doctoral Indo-US research fellowship in case of his selection with full pay (as per rules) under the condition that he will sign a bond to serve the Institute atleast for a



period of three years on his return, else he will have to return the entire salary paid to him during his leave period with interest as decided by the Institute.

BOG/2010:03:12:5	A proposal to participate as a founding member of a world wide consortium on Design Services-A Recommendation of the Senate.
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The proposal of the Institute to participate as a founder member of world wide consortium on design services was accepted by the Board in principle. The Board also asked the Institute to provide more details on the consortium.


Col (Retd.) P.S. Sandhu
Secretary, BOG

11 JAN 2011

Item No.
BOG/2011:01:04

To consider the recommendations of the FC/2011/1st Finance Committee through its meeting held on 03rd February 2011.

The recommendations of FC/2011/1st meeting of the Finance Committee held on February 03, 2011 are attached for the perusal and approval of the BOG as BOG/2011/1/ANNEXURE-II (Page No. 11 to 39).

The BOG is requested to consider the recommendations of the Finance Committee for approval.

**PANDIT DWARKA PRASAD MISHRA
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY,
DESIGN & MANUFACTURING JABALPUR**

Minutes of FC/2011/1st Meeting of the Finance Committee held on February 03, 2011 at 11.00 am in the Conference Hall of Shastri Bhavan, MHRD New Delhi.

Members Present:

- | | | |
|----|--|--|
| 1. | Shri S.K. Ray,
Additional Secretary & FA, MHRD, GOI | In Chair on behalf of
Shri A.K. Singh, Chairman
PDPM-IIITDMJ |
| 2. | Prof Aparajita Ojha
Director, PDPM-IIITDM Jabalpur | Ex Officio Member |
| 3. | Ms. Pratima Dikshit, Director (TS.I), MHRD, GOI | Member |
| 4. | Shri Anurag Jain, IAS | Member |
| 5. | Shri Navin Soi, Director (Fin.), MHRD, GOI | Ex- Officio Member |
| 6. | Col (Retd) P. S. Sandhu, Registrar | Special Invitee |
| 7. | Shri Arvind Verma, SE (CPWD) | Special Invitee |
| 8. | Shri V.K. Dubey, AE (Civil), PDPM-IIITDMJ | Special Invitee |
| 9. | Shri R.P. Dwivedi, Dy. Registrar, PDPM-IIITDMJ | Secretary |

Leave of absence was granted to following member:-

- 1) Prof. M. K. Harbola, IIT Kanpur

The Chairman welcomed the members and special invitees. After deliberations on the agenda items, following recommendations were made by the Committee:-

FC/2011 :01.01 Opening Remarks by the Chairman, Finance Committee.

The Chairman welcomed the members and others present and requested the Director to begin with the progress report of the Institute.

Shri A.K. Singh

FC/2011 :01.02

Overview Report by the Director.

The Director of the Institute Prof. Aparajita Ojha briefed the Committee members about the physical and financial progress of the Institute.

FC/2011 :01.03

Confirmation of the Minutes of FC/2010/3rd Meeting of the Finance Committee held on December 27, 2010.

Minutes of the FC/2010/3rd meeting of Finance Committee held on December 27, 2010 were confirmed.

FC/2011 :01.04

Recommendations of Building & Works Committee.

The Finance Committee deliberated on the following recommendations of Building & Works Committee and recommended the following as mentioned below:-

- (1) B&WC/2010:03. 03: To consider the Preliminary Estimate (PE) for the work of construction of P.G. Hostel for PDPM-IIITDM Jabalpur.**

The recommendations of the B&WC for the construction of P.G. Hostel with a Preliminary Estimate of Rs. 36,67,62,000/- (Rs. Thirty Six crores sixty seven lakhs and sixty two thousands only) which includes 22% Cost Index, 4% Service Tax, 1% Labour Cess, 1% Quality Assurance, 5.51% Architect fee (including service tax) and 3% contingencies were considered. In view of the fund position and priorities of the works, the Committee has recommended taking up the work in phases. The Committee recommended taking up the construction of married students block in the 1st Phase with preliminary estimate of Rs. 1237/- Lakhs.

- (2) B&WC/2010:03:04: To consider the Preliminary Estimate for the work of Construction of Library-cum-Computer Centre**

The recommendations of B&WC for the construction of Library-cum-Computer Centre with a Preliminary Estimate of Rs. 37,31,94,000/- (Rs. Thirty seven crores thirty one lakhs ninety four thousand only) which includes 22% Cost Index, 4% Service Tax, 1% Labour Cess, 1% Quality Assurance, 5.51% Architect fee (including service tax) and 3% contingency were considered by Finance Committee. Some members of the Committee were of the opinion that the rates are on higher side. The CPWD representative informed the members that the higher rates are basically due to (i) large spans (ii) superior structure keeping in mind the load bearing requirement of library building (iii) GRIHA specifications (iv) building automation and air-conditioning requirements of Computer Center and Library. After certain deliberations, the Committee recommended in principle the above proposal. The Committee further suggested to ask the CPWD to recheck the estimate calculation and provide justifications before the Preliminary Estimate is placed for the approval of the BOG.

- (3) B&WC/2010:03:05: To consider the Preliminary cum Detailed Estimate for the Work of Construction of Basket Ball Court (Indoor) Complex.**

The recommendations of the B&WC for the construction of Basket Ball Court (Indoor) Complex with a Preliminary Estimate of Rs. 2,30,64,000/- (Rs. Two crores thirty lakhs and sixty four thousand only) which includes 22% Cost Index, 4% Service Tax, 1% Labour Cess, 1% Quality Assurance, 5.51% Architect fee (including service tax) and 3% contingencies were further recommended to the BOG.

- (4) B&WC/2010:03:06: To consider the Revised Preliminary Estimate (RPE) for the work of construction of Hall of Residence-I.**

The Finance Committee recommended the Revised Preliminary Estimate (RPE) for the work of construction of Hall of Residence of Rs. 1473/- Lakhs (Rs. One thousand four hundred seventy three lakhs only). The Committee also suggested to start the process for making the final settlement of the project as per rules.

- (5) B&WC/2010:03:07 : To consider the matter related to release of Security Deposit against the Bank guarantee for the work of C/O Triple Seated Hall of Residence-I.**

Some of the members of the Committee asked whether release of Security Deposit is part of the agreement. The Institute Engineer confirmed the same and informed that the agreement conforms to the CPWD norms. The Committee noted the decision of the B&WC.

- (6) B&WC/2010:03:07 A: To consider the Preliminary Estimate for the work of construction of Students Activity Centre (Phase-I).**

In view of the recommendations of the Institute to prioritize the work, the Committee deferred the proposal due to paucity of funds. It was informed to the members that the project will be split into 2-3 phases and will be placed in a subsequent meeting on the recommendations of the B&WC.

- (7) B&WC/2010:03:08 (A): To take up the works upto Rs. 40 lakhs at Institute level.**

The Finance Committee recommended the same to the BOG.

- (8) B&WC/2010:03:08 (B): To Consider the Preliminary cum Detailed Estimate for the work of External Sewage System (Phase-I).**

The recommendations of the B&WC for the construction of External Sewage System (Phase-I) with a Preliminary Estimate of Rs. 118.8/-lakhs (Rs. One hundred eighteen and point eight lakhs only) which includes 22% Cost Index,

4% Service Tax, 1% Labour Cess, 1% Quality Assurance, 5.51% Architect fee (including service tax) and 3% contingencies were further recommended to BOG.

(9) B&WC/2010:03:08 (C) : To consider the estimate for a Project Team Office of the CPWD at Jabalpur.

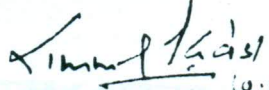
The B&WC recommendations for grant of Rs. 227.30 lakhs for establishing a Division of CPWD to augment the construction projects of PDPM-IIITDM Jabalpur were not considered and kept in abeyance.

FC/2011 :01.05

Proposal of Revised Budget Estimate (Plan Grant) for the F.Y. 2010-11 and Budget Estimate for the F.Y. 2011-12 (Plan & Non Plan)


The Committee discussed the Revised Budget proposals for the F.Y. 2010-11 in details and recommended the budget of Rs. 4620/- Lakhs (Rs. Four thousand six hundred twenty lakhs only) which includes Rs. 4500/- Lakhs as Grant in Aid and Rs. 120/- Lakhs as unspent balance of previous year. Regarding the F.Y. 2011-12, representatives of the Ministry (HRD) informed the members that they have proposed a budget of Rs. 5000/-Lakhs, Which could be further revised at later stage depending on requirement. In view of the above information, the budget was deliberated and revised and was further recommended to the BOG for approval.

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

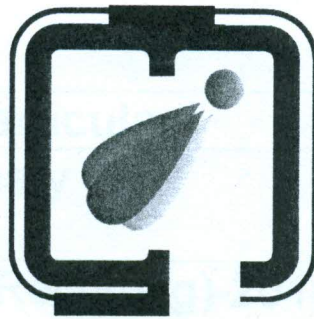

(R.P. Dwivedi) 10.02.2011
Deputy Registrar (F&A)
& Secretary


Forwarded for approval,

Aparajita Ojha, Director


Shri S.K. Ray,
Chairman Finance Committee
and
Additional Secretary & Financial Advisor MHRD

PANDIT DWARKA PRASAD MISHRA
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY
DESIGN & MANUFACTURING, JABALPUR



RECOMMENDATIONS OF
FINANCE COMMITTEE FOR APPROVAL OF BOG
REVISED PLAN BUDGET ESTIMATES(RE)
FOR THE F.Y. 2010-11

AND

PLAN BUDGET ESTIMATES(BE)
FOR THE F.Y. 2011-12

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BUDGET SUMMARY

FOR BE-2010-11(PLAN) & RE-2011-12(PLAN & NON-PLAN)

REVISED BUDGET ESTIMATES FOR F.Y. 2010-11

BUDGET	Rs. In Lakhs		
	BE 2010-11	Exp as on 31.12.2010	RE (2010-11)
RECURRING ESTIMATES	1162.00	737.29	1155.00
NON-RECURRING ESTIMATES	4640.00	2175.80	3465.00
TOTAL	5802.00	2913.09	4620.00

Funds/Expenditure Projections F.Y. 2010-11

(Rs. In lakhs)

(a) Balance from GIA from F.Y. 2009-10	-	113.00
(b) Grants-in-Aid by MHRD,GOI	-	4500.00
(c) Total funds available	-	<u>4613.00</u>
(d) Expenditure Projected(RE 2010-11)	-	4620.00

Recommendations - FC/2011/1st in its meeting held on Feb 3, 2011 recommended revised Budget of Rs. 4620.00 lakhs for the F.Y. 2010-11 (Copy of Minutes Enclosed).

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BUDGET ESTIMATES FOR THE F. Y. 2011-12

Rs. In Lakhs

PLAN ESTIMATES	3300.00
NON-PLAN	1700.00
TOTAL	5000.00

(1)The following works have been kept in F.Y. 2010-11

- 1) Mess and Dining Hall
- 2) Security Barracks
- 3) Lecture Hall and Tutorial Complex
- 4) Hall of Residence -4
- 5) Narmada Residency-II
- 6) Visitors' Hostel

(2)The following works have been shifted to F.Y. 2011-12

- 1) External Sewerage System.
- 2) Road Network.
- 3) Basket Ball Complex(Indoor)
- 4) PG Hostel (Ph-I)
- 5) Library-cum- Computer Centre
- 6) Students' Activity Centre

(3)The following works are shifted to F.Y. 2013-14

- 1) Design Studio
- 2) Rewa Residency(Staff Qtrs)
- 3) P.G. Hostel-Ph-2
- 4) Admin Block
- 5) Students' Activity Centre (Ph-II)
- 6) Narmada Residency-III

Recommendations -FC/2011/1st in its meeting held on Feb 3, 2011 recommended Budget Estimates of Rs. 5000.00 lakhs (Copy of Minutes Enclosed)

NAME OF THE INSTITUTE: PDPM IIITDM, JABALPUR

REVISED BUDGET ESTIMATES FOR THE F.Y. 2010-11

PLAN - RECURRING EXPENDITURE

Rs. in lakhs

Sl. No.	Budget Head	Exp during Financial Year 2009-10	Financial Year 2010-11		
			Apprd. B.E. 2010-11	Actual Exp as on 31 Dec 2010	Proposed R.E. 2010-11
	ITEMS				
1) Salary Component					
	a) Salary (Pay, DA, TA, HRA, EL, LTC etc)	359.1	525.00	380.73	495.00
	b) Leave Salary Contribution (Other Institute Employee)	0.24	5.00	0.28	1.00
	Total	359.34	530.00	381.01	496.00
2) Non-Salary Component					
	a) Advertisement & Publicity	60.58	60.00	36.12	47.00
	b) Postage & Telephones/Internet lease/line	20.42	15.00	38.60	45.00
	c) Printing & Stationary	7.6	20.00	10.05	15.00
	d) Rental Charges	5.03	10.00	2.91	6.00
	e) Repair & Maintenance	20.47	15.00	5.90	10.00
	f) Travelling & Conveyance	35.63	50.00	22.60	35.00
	g) Insurance and Bank Charges	0.74	10.00	0.60	1.00
	h) Professional Development Fund for teachers	0.28	10.00	9.49	40.00
	i) News Papers & Periodicals	0.24	1.00	0.20	0.50
	j) Consumables	10.47	15.00	9.79	15.00
	k) Workshop / Seminar Expenses	1.74	12.00	0.00	0.00
	l) Professional and Consultancy Charges	5.75	2.00	6.26	10.00
	m) Office / Miscellaneous	14.36	12.00	4.61	8.00
	n) Health Facilities (Faculty & other Employees)	5.12	15.00	6.07	12.00
	o) Honorarium	16.18	20.00	14.53	26.90
	p) Hospitality	7.68	14.00	4.40	10.00
	q) Student Scholarship (Ph.D, M.Tech, M.Des, MCM, SC/ST)	58.41	50.00	38.16	65.00
	Total	270.70	331.00	210.29	346.40

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NAME OF THE INSTITUTE: PDPM IIITDM, JABALPUR

REVISED BUDGET ESTIMATES FOR THE F.Y. 2010-11

PLAN - RECURRING EXPENDITURE

SL No.	Reasons for Revised Estimate in F.Y. 2010-11
1)	
a)	No increase in revised budget.
b)	No increase in revised budget.
2)	
a)	No increase in revised budget.
b)	To meet the increased demand of postage and telephones including data cards etc due to increase in faculty/officers.
c)	No increase in revised budget.
d)	No increase in revised budget.
e)	No increase in revised budget.
f)	No increase in revised budget.
g)	No increase in revised budget.
h)	To meet the expenditure of increased foreign tours of faculty.
i)	No increase in revised budget.
j)	No increase in revised budget.
k)	No increase in revised budget.
l)	To pay professional and consultancy charges to consultants.
m)	No increase in revised budget
n)	No increase in revised budget.
o)	To meet the expenses visiting faculty for conducting the course.
p)	No increase in revised budget.
q)	Due to increased students strength.

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Sl. No.	Budget Head	Exp during Financial Year 2009-10	Financial Year 2010-11		
			Apprd. B.E. 2010-11	Actual Exp as on 31 Dec 2010	Proposed R.E. 2010-11
	ITEMS				
	3) Other Operating Expenses				
	a) Departmental Operating	4.04	8.00	13.15	19.00
	b) Computer Consumables	5.98	4.00	4.45	8.00
	c) Student Support Services	8.49	12.00	2.31	8.00
	d) Hostel- Hiring Charges	13.05	10.00	7.22	8.00
	e)Transport Charges	32.4	25.00	18.79	30.00
	f) Medical Expenses (Students)	0.83	6.00	1.63	5.00
	g) Water, Electricity Charges, Generator Running and Maintencance Exp	28.7	50.00	57.64	90.00
	h)House Keeping & Security Services	47.23	80.00	35.41	60.00
	i)Convocation Expenses	0	6.00	4.54	4.60
	j) Periodicals & Online journals	55.04	100.00	0.85	80.00
	Total	195.76	301.00	145.99	312.60
	A'- GRAND TOTAL	825.80	1162.00	737.29	1155.00

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3)	
a)	Due to increase in Departmental and Academic activities.
b)	Due to increase in academic activities, faculty and staff.
c)	No increase in revised budget.
d)	No increase in revised budget.
e)	Due to increase in academic activities.
f)	No increase in revised budget.
g)	Due to increase in academic and hostel areas in the campus.
h)	No increase in revised budget.
i)	No increase in revised budget.
j)	No increase in revised budget.

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NAME OF THE INSTITUTE : PDPM-IIITDM, JABALPUR
REVISED BUDGET ESTIMATES FOR THE FINANCIAL YEAR 2010-11
PLAN BUDGET FOR -NON-RECURRING EXPENSES (FOR CAPITALISED ITEMS)

Sl. No.	Account Head	AA & ES	Exp Upto F.Y. 2009-10	B.E. 2010-11	Actual Exp as on 31 Dec 2010	Proposed R.E. 2010-11
A. CONSTRUCTIONS OF WORKS DIRECTLY UNDERTAKEN BY INSTITUTE						
1	Hall of Residence 1 (SH:Civil & Electrical)	1473.00	1147.00	68.00	86.57	126.00
2	Core Lab Complex (SH : Civil & Electrical)	700.00	696.95	0.00	16.52	37.00
3	Core Lab Complex (SH: Low Side of HVAC)	20.00	0.00	50.00	0.00	0.00
4	Triple Seated Hall of Residence-1 (SH : Civil & Electrical)	1690.00	609.00	1000.00	776.21	1081.00
	Total	3883.00	2452.95	1118.00	879.30	1244.00
B. CONSTRUCTION WORKS ASSIGNED TO CPWD						
1	Narmada Residency-II	1598.00	400.00	400.00	0	16.00
2	Narmada Residency-III	2203.00	500.00	925.00	24.31	24.31
3	Lecture Hall & Tutorial Complex (LH&TC)	3731.94	545.87	400.00	0.38	410.00
4	LH&TC (SH. Low side of HVAC)	0.00	0.00	150.00	0.00	0.00
5	Mess Dining Hall 1	628.00	201.80	200.00	14.09	14.09
6	Hall of Residence-4	2278.0	0	50.00	508.73	510.00
7	Security Barrack	74.91	0.00	55.00	21.18	22.00
8	Visitor's Hostel	1185.22	0	50.00	208.46	208.46
9	Road Network(Phase-I)	255.00	0	80.00	0.00	0.00
10	Boundary Wall at Nalah Portion	19.90	0	0	0.00	0.00
	Total	11973.97	1647.67	2310.00	777.15	1204.86

NAME OF THE INSTITUTE : PDPM-IIITDM, JABALPUR
REVISED BUDGET ESTIMATES FOR THE FINANCIAL YEAR 2010-11
PLAN BUDGET FOR -NON-RECURRING EXPENSES (FOR CAPITALISED ITEMS)

SL. No.	Reasons for Revised Budget Estimate for F.Y. 2010-11
A.	
1	The original PE was Rs. 1212.41 lakhs, the same has been put up for revision for Rs. 1473 lakhs and final bill to be settled
2	Final Bill to be settled.
3	Not taken up.
4	Hostel is likey to complete in this financial year, remaining amount is be paid.
B.	
1	No increase in revised estimate (RE).
2	No increase in revised estimate (RE) and Work is kept on hold till F.Y. 2012-13.
3	Minor increase in revised budget.
4	Not yet taken up.
5	No increase in revised estimate (RE).
6	Increase due to part payment of 1/3 amount to be deposited with CPWD.
7	No increase in revised estimate (RE).
8	Increase due to part payment of 1/3 amount to be deposited with CPWD.
9	The Work is shifted to next Financial Year, therefore, No provision of RE is made.
10	Work is postponed. Therefore, no Revised Estimate is made.

Sl. No.	Account Head	AA & ES	Exp Upto F.Y. 2009-10	B.E. 2010-11	Actual Exp as on 31 Dec 2010	Proposed R.E. 2010-11
C. OTHER CIVIL CONSTRUCTION WORKS						
1	Minor Civil Construction Works	85.27	0	22	60.01	110.00
2	Other Misc Works	122.00	0	122	37.70	60.00
	Total	207.27	0.00	144.00	97.71	170.00
D. OTHERS						
1	Water Supply System Tubewells etc	0.00	0.00	20.00	4.03	4.03
2	Sewage Treatment Plant	29.47	29.47	40.00	0	0.00
3	Surveying & Land Contouring	0.00	0.00	0.00	0	1.11
	Total		29.47	60.00	4.03	5.14
E. ELECTRIC INSTALLATION						
1	Electrical Supply & Management System (Sub Station)	726.00	403.21	50.00	66.87	134.00
2	External HT Line & Electrification (33KVA)(including shifting)	151.30	70.43	53.00	29.39	52.00
3	Electrical Installation & Electric Work in Class Rooms	18.00	0.00	60.00	7.38	10.00
4	Misc. Electrical Works	0.00	0.00	0.00	19.26	25.00
	Total	895.30	473.64	163.00	122.90	221.00

SL. No.	Reasons for Revised Budget Estimate for F.Y. 2010-11
C.	
1	Minor construction works undertaken at Institute level to provide academic infrastructure.
2	No increase in Revised Estimates.
D.	
1	No increase in Revised Estimates.
2	The work is shifted to next F.Y.
3	Provision for surveying etc made as new site is likely to be developed for constructions.
E.	
1	To pay remaining bills and to purchase 1 KV Gen Set.
2	No increase in revised budget
3	No increase in revised budget
4	Provisions for small electric works.

Sl. No.	Account Head	AA & ES	Exp Upto F.Y. 2009-10	B.E. 2010-11	Actual Exp as on 31 Dec 2010	Proposed R.E. 2010-11
F. FURNITURE & FIXTURES						
1	Furniture		51.92	150.00	51.58	90.00
	Total		51.92	150.00	51.58	90.00
G. EQUIPMENTS						
1	Lab Equipment		492.90	500.00	95.36	190.00
2	Office Equipment		7.77		38.81	50.00
	Total		500.67	500.00	134.17	240.00
H. COMPUTERS & PERIPHERALS						
1	Computer Hardware & Networking		147.48	100.00	45.46	140.00
2	Computer Software		26.82	75.00	62.24	140.00
	Total		174.30	175.00	107.70	280.00
I. LIBRARY BOOKS						
1	Books		7.71	20.00	1.63	10.00
	Total		7.71	20.00	1.26	10.00
	Total (B)		5,338.33	4,640.00	2,175.80	3,465.00
	Grand Total (A + B)			5802.00	2913.09	4620.00

Sl. No.	Reasons for Revised Budget Estimate for F.Y. 2010-11
F.	
1	No increase in Revised Estimates.
G.	
1	No increase in Revised Budget Estimates.
2	No increase in Revised Budget Estimates.
H.	
1	To meet the requirement of increased faculty, staff and students
2	To meet the requirement of academic and research.
I.	
1	No increase in Revised Budget Estimates.

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No.	Description	Date	Amount
1
2
3
4
5
6
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BUDGET ESTIMATES (PLAN)

FOR THE F.Y. 2011-12

14/22

NAME OF THE INSTITUTE : PDPM-IIITDM JABALPUR

PLAN BUDGET ESTIMATES (RECURRING) : F.Y. 2011-12

(Rs. In Lakhs)

Sl. No.	Budget Head	Financial Year 2011-12
	ITEMS	Proposed (Estimates)
A.	ESTABLISHMENT EXPENSES	
1	PAY & ALLOWANCES	
		662.00
1.1	Salary Regular Employees(Pay, DA, TA, HRA etc)	20.00
1.2	Salary & Wages (Contractual Employees)	60.00
1.3	LTC	8.00
1.4	Children Edn Allowances	60.00
1.5	NPS	0.10
1.6	Washing Allowance	2.90
1.7	Pension /Leave Salary Contribution(To other Institutes)	2.00
1.8	Bonus	
	Total	815.00
2	Expenses on Outsourcing	
		90.00
2.1	Manpower	
		70.00
2.3	Security Services	
		160.00
	Total	975.00
	Grand Total of -"A"	975.00
B.	OTHER ADMINISTRATIVE EXPENSES	
1	Travelling Expenses	
		50.00
1.1	TA/DA to Externals/Instiutue employees	
		50.00
	Total	
2	Educational Expenses	
		12.00
2.1	Workshop and Seminars	
		40.00
2.2	Professional Development Fund	
		80.00
2.3	Students Assistanceship/ Scholarships	
		10.00
2.4	Students Support Services	
		7.00
2.5	Medical Expenses(Students)	
		90.00
2.6	Library Periodicals/Online Journal etc	
		2.00
2.7	Prizes/Medals to students	
		7.00
2.8	Convocation Expenses	
		248.00
	Total	248.00

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NAME OF THE INSTITUTE : PDPM-IITDM JABALPUR

PLAN BUDGET ESTIMATES(RECURRING) : F.Y. 2011-12

REASONS FOR BUDGET ALLOCATION	
A.	
1	
1.1	Provision for Salary,DA/DA/HRA etc of Employees
1.2	Provision for Slary & Wages of Contractual Employees
1.3	Provision for LTC
1.4	Provision for Children Education Allowance
1.5	Provision for NPS Contribution
1.6	Provision for Washing Allowance
1.7	Provision for Leave Salary Contribution
1.8	Provision for bonus to employees
2	
2.1	Provision for manpower oujtsourcing
2.2	Provision for payment of Security Services
B.	
1	
1.1	Provisions for TA/DA to institute employees
2	
2.1	Provision for worksops and seminars
2.2	Provision for Professional Development Fund
2.3	Provision for students assistanceship and scholarship
2.4	Provision for student support services
2.5	Provision for Medical Expenses for students
2.6	Provision for Library periodicals/online journal etc.
2.7	Provision for Prizes/Medals to students
2.8	Provision for Convocation Expenses.

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3	OPERATING EXPENSES	
3.1	Departmental Operating	20.00
3.2	Computer Consumables	10.00
3.3	General Consumables	6.00
3.4	Electricity Charges	120.00
3.5	Generator & Vehicles Running and Maintenance Charges	16.00
3.6	Horticulture & Gardening	8.00
3.7	Health Facilities (Employees)	16.00
3.8	Printing & Stationary expenses	6.00
3.9	Advertisement and Publicity Expenses	65.00
3.10	Internet/leaseline Expenses	40.00
3.11	Telephone Expenses	10.00
3.12	Postage & Courier Expenses	2.00
3.13	Institute Membership Fee etc	4.00
3.14	Hospitality & Public Relations	8.00
3.15	Transport Hiring Charges	10.00
3.16	Rental Charges/Hiring of Hostel/Guest Houses etc	6.00
3.17	Professional Fee/Charges	10.00
3.18	Honorarium	15.00
3.19	Insurance & Bank charges	4.00
3.20	House Keeping Expenses	4.00
3.21	Other Misc and Contingent Expenses	10.00
	TOTAL	390.00
4	MAINTENANCE EXPENSES	
4.1	Civil Maintenance Expenses	10.00
4.2	Electrical(including A/c & Refrigeration)exp	10.00
4.3	Office and Lab Equipment Expenses	5.00
4.4	Furniture & Fixtures maintenance	8.00
4.5	Public Health & Pest Control	4.00
	TOTAL	37.00
	Grand total of "B"	725.00
	TOTAL NON-PLAN(A+B)	1700.00

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3	
3.1	Provision for Department expenses
3.2	Provision for computer consumables
3.3	Provision for General consumables
3.4	Provision for Electricity charges
3.5	Provision for Genrator & Vehicle running & maintenance
3.6	Provision for Horticulture & Gardening
3.7	Provision for Health Facilities for employees
3.8	Provision for printing and stationary expenses
3.9	Provision for advertisement and publicity expenses
3.10	Provision for internet/leaseline
3.11	Provision for Telephone Expenses
3.12	Provision for Postage & Courier expenses
3.13	Provision for institute's membership
3.14	Provision for Hospitality & Public Relations
3.15	Provision for transport Hiring
3.16	Provision for rental charges/hiring of hostel etc
3.17	Provision for professional fee/charges etc
3.18	Provision for Honorerium to honorerium
3.19	Provision for insurance & bank charges
3.20	Provision for house keeping expenses
3.21	Provision for misc and other contingent expenses
4	
4.1	Provision for civil maintenance
4.2	Provision for electrical , airconditioning maintenance etc.
4.3	Provision for Office and Lab equipment maintenance etc.
4.4	Provision for furniture & fixture maintenance
4.5	Provision for public health & pest control

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NAME OF THE INSTITUTE : PDPM-IITDM, JABALPUR

PLAN BUDGET (NON-RECURRING EXPENDITURE)

BUDGET ESTIMATES FOR THE FINANCIAL YEAR 2011-12

Sl. No.	Account Head	AA & ES	Actual Exp till 31 Dec 2010	Proposed Budget Estimate 2011-12
A	CONSTRUCTION BY CPWD			
1	Mess Dining Hall 1	628.00	215.89	213.52
2	Narmada Residency-II	1598.00	400.27	100.00
3	Narmada Residency-III	2203.00	524.30	0.00
4	Lecture Hall & Tutorial Complex (LH&TC)	3731.94	546.25	800.00
5	Hall of Residence-4	2278.00	508.73	100.00
6	Security Barrack	74.91	21.18	54.95
7	Visitors' Hostel	1185.22	208.46	100.00
8	Road Network(Phase-I)	255.0	0.0	90.00
9	Boundary Wall at Nalah Portion	19.90	0.00	0.00
	TOTAL	11974.0		1458.5
B	NEW PROJECTS RECOMMENDED BY B&WC/FC	*Appx Amount		1/3rd to be deposited with CPWD
1	PG Hostel(For Married& Unmarried Students)	3667.62	0.00	100.00
2	Library-cum-Computer Centre	2359.47	0.00	100.00
3	Students' Activity Centre	1090.25	0.00	0.00
4	External Sewage System	118.80	0.00	118.80
5	Basket Ball Cour(Indoor) Complex	230.00	0.00	50.00
	TOTAL	7466.14	0.00	368.80
C	OTHER CIVIL CONSTRUCTION WORKS			
1	Minor Construction Works	85.27	31.44	100.00
2	Other Misc Civil Works	122.00	35.70	110.00
		207.27	67.14	210.00
D	Electrical Works			
1	Electrical Supply & Management System	726.00	470.08	173.00
2	Externalnal HT Line& Electrification(33KVA) including Shifting)	151.30	123.43	19.73
3	Misc Electrical Works	0.00	19.26	80.00
	Total	877.30	612.77	272.73

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NAME OF THE INSTITUTE : PDPM-IIITDM, JABALPUR	
PLAN BUDGET (RECURRING EXPENDITURE)	
BUDGET ESTIMATES FOR THE FINANCIAL YEAR 2011-12	
SL. No.	REASONS FOR BUDGET ALLOCATION
A	
1	Provisions for remaining payment to CPWD
2	Provisions for remaining payment to CPWD
3	No provision has been made in Budget Estimate
4	Provisions for remaining payment to CPWD
5	Provisions for remaining payment to CPWD
6	Provisions for remaining payment to CPWD
7	Provisions for remaining payment to CPWD
8	Provisions for remaining payment to CPWD
9	No provision has been made in Budget Estimate
B	
1	Provision for part payment of 1/3rd amount to CPWD
2	Provision for part payment of 1/3rd amount to CPWD
3	No provision due to deferment of Project
4	Provision for payment to CPWD
5	Provision for part payment of 1/3rd amount to CPWD
C	
1	Provision for minor works taken up by CPWD on urgency basis
2	Provision for misc civil works.
D	
1	To pay remaining bills of Electrical Supply & Mgt Systems
2	To pay remaining bills of 33 KVA electrification
3	Provisions for Misc Electrical works.

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E	Water Supply Mgt System		10.0	50.00
			Revised Budget	
F	EQUIPMENTS			
1	Lab Equipment		220.0	250.00
2	Office Equipment		100.0	100.00
3	Misc Equipment		0.0	50.00
	Total		320.00	400.00
G				
1	Survey & Land Contouring		5.00	50.00
2	Landscaping & Storm water, drainage, rain water harvesting		0.00	50.00
	Total		5.00	100.00
H	Furniture & Fixtures		180	120.00
I	Library Books		20.00	20.00
J	Computer / Peripherals			
1	Computer Hardware & Networking		200.00	150.00
2	Computer Software		200.00	150.00
	Total		400.00	300.00
	Grand Total of NON-Recurring			3,300.00
	GRAND TOTAL OF RECURRING + NON-RECURRING			5,000.00

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E	Provisions for augmentation of water supply in Campus
F	
1	To procure lab equipment for academic & research purpose
2	To meet growing requirement of office equipments in institute.
3	To procure small and misc. equipments for institute.
G	
1	Provision for land contouring and survey
2	Provision for landscaping, storm water and
H	Provision for meeting the requirement of hostels, classrooms etc .
I	To meet the demand of books for students and faculty.
J	
1	Provision for Computer Hardware and Networking required for academic and research purpose
2	Provision for Computer softwares required for academic and research purpose

22/22

Item No.
BOG/2011:01:05

Recommendations of SENATE/2010-11/2nd meeting of the Senate to be held on 12 March 2011.

The recommendations of the Senate/ 2010-11/2nd meeting regarding the chief guest of the third convocation and creation of posts will be placed on the table for perusal and approval of the BOG. The meeting is scheduled to be held on March 12, 2011.

Item No.
BOG/2011:01:06

To Consider the proposal for considering minimum qualifications for the recruitment of employees of PDPM-IIITDM Jabalpur.

A proposal for approval of minimum qualifications and experience for various positions of the institute was discussed by the BOG in its meeting vide item No. BOG/2010:03:08. After discussion, Ms Pratima Dikshit, Director(T), MHRD was requested to examine the proposal on the qualifications and experience for each post as prepared by the Institute. She has examined the same and recommended to make the eligibility criteria on the lines of IITs. Copy of revised proposal is enclosed as BOG/2011/1/ANNEXURE-III (Page No. 42 to 47)

1. Posts which exist in IIT's. The qualification, experience and pay scale is proposed as per IIT norms.
2. Posts which do not exist in IIT system. The qualification and experience for such posts will be worked out in consultation with other IIIT's and will be put up to the Board.
3. Qualification and experience for the identified posts be approved to facilitate the requirement.

Board of Governors is requested to approve the same.

F. No. 27-4/2011-TS-I
Government of India
Ministry of Human Resource Development
Department of Higher Education
Technical - I Section

New Delhi, dated 9th February 2011

Subject : Proposal for fixing minimum qualification and experience required for filling up various positions of the Institute.

Kindly refer to your communication IIITDMJ/Dir/2011/01 dated 22nd January 2011 on the subject mentioned above. The Ministry has no specific comments / suggestions on the proposal of fixing minimum qualification and experience required for filling up various positions of the institute provided that as already indicated vide Ministry's orders No. 26-11/2004-TS-I dated 25th April 2005 and 18th May 2009, the educational qualifications and experience for the proposed non-faculty posts and mode of recruitment would be the same as IITs.

P. Dikshit

(Pratima Dikshit)
Director
Tele : 2338 6561

The Director,
IIITD&M, Jabalpur
Madhya Pradesh

Copy to Reg

AOJha 23 2.2011

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JK (Adm)

if details details

Educational Qualification and Experience for Non Faculty positions

Group-A

Name of post	Educational Qualification & Experience	Remarks
Registrar PB-4 + GP: Rs.10000/-	As per UGC norms	In IITs system, recruitment of these posts is also carried out as per UGC norms
Dy. Registrar PB-3+ GP:Rs.7600/-		
Assistant Registrar PB-3+GP:Rs.5400/-		
Assistant Librarian PB-3+GP:Rs.5400/-		
Executive Engineer PB-3+GP:Rs.6600/-	<p>(i) A Bachelor's Degree in Civil Engineering with 55% or equivalent grade.</p> <p>(ii) A minimum of 08 years experience in Planning, Design, Construction and maintenance of civil engineering projects and civil contract management. Out of the above at least 04 years experience should be at the level of Assistant Engineer or equivalent OR at least 15 years of total experience in planning, design, construction and maintenance of civil engineering projects and civil contract management.</p>	As per IITK
System –cum- Network Administrator PB-3+GP:Rs.5400/-	<p>(i) B.Tech/ B.E in Computer Science and Engineering/ Electronics and Communication Engineering, IT OR MCA/ M.Sc. Computer Science with first division or equivalent grade (ii) At least one year of System and Network Administration experience in an organization for general domain system administration with use accounts management, network administration, security administration, web-server and database administration.</p>	This post does not exist in IITs system
Placement-Cum- Public Relation Officer	Essential: MBA/ Post Graduate degree in Human Resource Management/ Mass Communication/ Master in Technology/ Engineering/ Design or equivalent with at least 55% marks from a reputed institute/ university	Already approved by BOG in its 2010/3 rd

PB-3+GP:Rs.5400/-	<p>with at least 4 years (post educational qualification) of work experience in an organization / PSU/ company/ industry of repute. The candidate must have excellent communication and soft skills. Proficiency in computer and internet usage is essential</p> <p>Desirable:(1) A basic degree in any discipline of engineering or equivalent, (2) Excellent interpersonal skills, (3) Experience of liaisoning with various government bodies, PSUs, Media and Companies, and (4) Experience of working with Engineering / IT sector companies in Metros/ big cities, preferably in HR/ Marketing Department.</p>	meeting held on Dec.27, 2010
Research Scientist PB-3+GP:Rs.8000/-	PhD in Physical Science or Engineering with 3 years experience in relevant field OR M.Sc/ M.Tech/ ME with 8 years of experience in relevant field (ii) First division or equivalent grade in all degrees/ certificate examinations.	These posts do not exist in IITs System
Design Engineer PB-3+GP:Rs.5400/-	(i) M.Tech/ ME/M.Des with thesis work in Design (Product Design/ Visual Design/ Software Design/ Electronic Design/ Mechanical Design) OR B.Tech/ BE/ B.Des + 2 years experience in the Design (ii) First division or equivalent grade in all degree/ certificate examinations.	
Research Engineer PB-3+GP:Rs.5400/-	B.Tech/ B.E. in relevant field + 2 years relevant experience in an R&D organization or industry OR M.Tech/ M.E.	As per IITK

Group-B

<p>Programmer PB-2 + GP: Rs.4200/-</p>	<p>(i) B.E/ B.Tech Computer Science and Engineering/ IT OR MCA/ M.Sc Computer Science with first division or equivalent grade (ii) Two years of relevant programming experience.</p>	<p>This post does not exist in IITs system</p>
<p>Asstt Engineer (Civil) PB-2 + GP: Rs.4600/-</p>	<p>1st Class Bachelor's Degree in Civil Engg. + 3 years relevant experience. OR Recognized diploma in Civil Engg. of 3 years duration with 15 years experience of civil construction works and its maintenance.</p>	<p>As per IITK</p>
<p>Asstt. Engineer (Elect) PB-2 + GP: Rs.4600/-</p>	<p>1st Class Bachelor's Degree in Elect. Engg. + 3 years relevant experience. OR Recognized diploma in Elect. Engg. of 3 years duration with 15 years experience in electrical wiring for large buildings, distribution of power on O.H. lines and under ground cables and erection and maintenance of Sub-station Equipments in large Industry or similar educational complex..</p>	<p>As per IITK</p>
<p>Sr. Stenographer PB-2 + GP: Rs.4200/-</p>	<p>Bachelor degree with minimum of 100 wpm of shorthand and minimum typing speed of 60 wpm with 8 years of relevant experience. Knowledge of office application computer & secretarial practice, drafting of letters.</p>	<p>This post does not exist in IITs system</p>
<p>Jr. Engineer (Civil) PB-2 + GP: Rs.4200/-</p>	<p>Bachelor's degree in civil engineering with at least one year field experience OR Diploma in Engineering in relevant field with three years experience.</p>	<p>As per IITs norms</p>
<p>Jr. Engineer (Elect.) PB-2 + GP: Rs.4200/-</p>	<p>Bachelor's degree in electrical engineering with at least one year field experience OR Diploma in Engineering in relevant field with three years experience.</p>	<p>As per IITs norms</p>
<p>Jr. Superintendent PB-2 + GP: Rs.4200/-</p>	<p>Masters Degree or Bachelor's degree with 2 years of relevant experience, knowledge of office application of computer & secretariat practices.</p>	<p>As per IITs norms</p>
<p>Sr. Lib. Information Assistant PB-2 + GP: Rs.4200/-</p>	<p>Degree from a recognized university or equivalent (ii) Bachelor's degree or equivalent diploma in Library Science of recognized university/ institute or equivalent obtained graduation (iii) Experience of two years in a Library/ Computerization of a Library or one ear certificate in computer application from a recognized institution or equivalent Graduate with degree in Library Science or its equivalent with minimum two years experience.</p>	<p>As per IITs norms</p>

Group-C

<p>UDC PB-1 + GP: Rs.2400/-</p>	<p>Essential: Bachelor degree with relevant experience of 3 years.</p> <p>Desirable: (i) Working knowledge of central govt. rules relating to accounts, audit, budget, service conditions, treasury and finance. (ii) Ability to independently draft simple and routine letters in English as well as Hindi. Familiarity with e-mail and general internet surfing operations</p>	<p>These positions not exist in IITs system</p>
<p>Dy. Account Asstt PB-1 + GP: Rs.2400/-</p>	<p>Essential: Bachelor degree in Commerce with relevant experience of 3 years. Working knowledge of central govt. rules relating to accounts, audit, budget, service conditions, treasury and finance.</p> <p>Desirable: Ability to independently draft simple and routine letters in English as well as Hindi. Familiarity with e-mail and general internet surfing operations.</p>	
<p>Library Assistant PB-1 + GP: Rs.2400/-</p>	<p>Essential: Bachelor degree or equivalent diploma in library science of a recognized university/ institute OR equivalent obtained after graduation. (ii) Experience of two years in a library/ computerization of a library OR One year certificate in computer application from a recognized institution.</p> <p>Desirable: (i) Higher academic qualification and/ or experience, (ii) Knowledge of library automation and networking and (iii) Experience of classification of books and other related technical work.</p>	
<p>Care Taker PB-1 + GP: Rs.2400/-</p>	<p>Bachelor degree in human resource management / hotel management or equivalent OR (10+2) with one year diploma in human resource management/ hotel management/ catering/ relevant field from Govt. approved/ recognized Institute with three years experience or done duties of JCO Adjutant/ Mess Havildar for a period of 5 years in Army/ Air force/ Navy.</p>	
<p>Electrician PB-1 + GP: Rs.1900/-</p>	<p>Matriculation with ITI Course of 12 months duration in appropriate field with 5 years of relevant experience</p>	
<p>Plumber PB-1 + GP: Rs.1900/-</p>	<p>Matriculation plus ITI Course of 12 months duration in appropriate field with 5 years of relevant experience.</p>	

LDC PB-1 + GP: Rs.1900/-	Bachelor's degree with knowledge of computer office applications.	As per IITs norms
Technical Assistant PB-1 + GP: Rs.2400/-	M.Sc. in appropriate field/ B.Tech. / B.E or B.Sc with two years relevant experience or MCA with one year experience. Knowledge of computer applications.	As per IITs norms
Lab Assistant PB-1 + GP: Rs.2000/-	Bachelors degree in appropriate field or Diploma in Engineering of three years duration in appropriate field. Knowledge of computer applications.	As per IITs norms
Driver PB-1 + GP: Rs.1900/-	Sr. Secondary (10+2) pass with Driving License of both heavy and light duty vehicles with 03 years of driving and maintenance experience OR 10+2 pass with ITI course with license for both heavy and light duty vehicles with 2 years of relevant experience.	As per IITs norms

Item No.
BOG/2011:01:07

To consider and finalize the procedure for appointment of Professors to HAG Grade keeping in view the Guidelines.

To consider the proposal for fixing the terms and conditions for appointment of Emeritus Fellows

The Board of Governors while discussing the matter of temporary appointments has constituted a committee comprising of Prof H.P. Dikshit, Mrs. Pratima Dikshit, Director(T) and Mr. Naveen Soi, Director(Fin.) of MHRD, GOI for framing the procedure and guidelines of such appointments.

The recommendations of committee will be placed in the meeting for the consideration and approval of BOG.

Item No.
BOG/2011:01:08

To consider and finalise the procedure for upgrading the scale of Professors to HAG Grade keeping in view the MHRD Guidelines.

Ministry of HRD, GOI vide para 1(iv)(3) made a provision for the existing Professors to be eligible for AGP of Rs.12000/- (Which has been replaced with HAG Scale of Rs. 67000/- to 79000/- with AGP with 3% DA vide MHRD letter No. 23.1/2008-TS.II dated 15th September 2010) after 6 years of regular service in AGP of Rs.10500/-p.m. subject to 40% of sanctioned posts of Professors. The placement in the HAG Grade will be done based on the guidelines suggested in the MHRD's order No. F.No.23-I/2008-TS-II dated 18 August, 2009 and further amended vide letter no.23-1/2008-TS-II dated 15/09/2010. Copies of Letters are enclosed as BOG/2011/1/ANNEXURE-IV(i)&(ii)(Page No. 50 to 55) respectively.

The Board is requested to constitute a Committee to frame the procedure for upgradation to HAG grade.

23-1/2008-TS.II
Government of India
Ministry of Human Resource Development
Department of Higher Education
Technical Section-II

Shastri Bhawan, New Delhi-01

Dated 15th September 2010

1373
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 6th Central Pay Commission (6th CPC).

Sir,

I am directed to refer to this Ministry's order of even number dated 18th August, 2009 which inter-alia provided Professors in the Academic Grade Pay of Rs. 10,500/- per month to be eligible to move to AGP of Rs. 12,000/- per month subject to conditions stipulated therein

2. It has now been decided in consultation with the Department of Expenditure to extend the HAG scale of Rs. 67000-79000/- without any Grade Pay in place of AGP of Rs. 12000/- per month. The AGP of Rs. 12000/- per month does not exist anymore. Other conditions of eligibility to move to the above scale of pay will remain the same. Further the new scale of pay as indicated in MHRD letter of even number dated 26.08.2010 will have prospective effect from the date of issue of orders revising the scales of pay, i.e., 18.08.2009

2. This issues with approval of Secretary (II):

Yours faithfully

P. Dikshit
(Pratima Dikshit)
Director

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 and 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 National Informatics Centre