INDIAN INSTITUTE OF TECHNOLOGY MADRAS

STATUTES

1. Short Title

These Statutes may be called the Indian Institute of Technology, Kharagpur/Bombay/Madras/ Kanpur/Delhi Statutes.

1-A Definitions

(a) 'Act means the Institutes of Technology Act, 1961;

(b) 'Assistant Warden' in relation to the Hall of residence of the Institute means Assistant Warden thereof,

(c) 'Authorities', 'Officers' and 'Professors' respectively mean the authorities, officers and professors of the Institute;

(d) 'Board' means the Board of Governors of the Institute;

(e) 'Building and Works Committee' means the Building and Works Committee of the Institute;

(0 'Chairman' means the Chairman of the Board;

(g) 'Council' means the Council of the Institute;

(h) 'Deputy Director* means the Deputy Director of the Institute;

(i) 'Director* means Director of the Institute;

fj) 'Finance Committee' means the Finance Committee of the Institute;

(k) 'Institute' means Institute known as the Indian Institute of Technology, Madras, incorporated under the Act;

(*) 'Ordinances' means the Ordinances of the Institute;

(m) 'Registrar* means the Registrar of the Institute;

(n) 'Senate' means the Senate of the Institute;

(0) Warden' in relation to a Hall of residence of the Institute means a Warden thereof.

2. The Board

(1) The bodies entitled to nominate or elect representatives on the Board shall be invited by the Registrar to do so within a reasonable time not ordinarily exceeding eight weeks from the date on which such invitations are issued by him. The same procedure shall be followed for filling casual vacancies on the Board.

(2) The Board shall ordinarily meet four times during calendar year.

(3) Meetings of the Board shall be convened by the Chairman either on his own initiative or at the request of the Director or on a requisition signed by not less than three members of the Board.

(4) Six members shall form a quorum for a meeting of the Board.

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Provided that if a meeting is adjourned for want of quorum, it shall be held on the same day in the next week at the same time and place or to such other day and such other time and place as the Chairman may determine and if at such a meeting, a quorum is not present within half an hour from the time appointed for holding a meeting, the members present shall be a quorum.

(5) All questions considered at the meetings of the Board shall be decided by a majority of the votes of the members present including the Chairman. If the votes be equally divided, the Chairman shall have a second or casting vote.

(6) The Chairman, if present shall preside at every meeting of the Board. In his absence, the members present shall elect one from amongst themselves to preside at the meeting.

(7) A written notice of every meeting shall be sent by the Registrar to every member at least three weeks before the date of the meeting. The notice shall state the place, the date and time of the meeting.

Provided that the Chairman may call a special meeting of the Board at short notice to consider urgent special issues.

(8) The notice may be delivered either by hand or sent by registered post at the address of each member as recorded in the office of the Board and if so sent shall be deemed to be duly delivered at the time at which notice would be delivered in the ordinary course of post

(9) Agenda shall be circulated by the Registrar to the members at least ten days before the meeting.

(10) Notices of motions for inclusion of any item on the agenda must reach the Registrar at least one **weak** before the meeting. The Chairman may, however, permit inclusion of any item for which due notice has not been received.

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(11) The ruling of the Chairman in regard to all questions of procedure shall be final.

(12) The minutes of the proceedings of a meeting of the Board shall be drawn up by the Registrar and circulated to all members of the Board present in India. The minutes, along with any amendment suggested, shall be placed for confirmation at the next meeting of the Board. After the minutes are confirmed and signed by the Chairman, they shall be recorded in a minute book which shall be kept open for inspection of the members of the Board and the Council at all times during office hours.

(13) If a member of the Board fails to attend three consecutive meetings without leave of absence from the Board, he shall cease to be a member of the Board.

3. Authentication of Orders and Decisions of **the** Board

All orders and decisions of the Board shall be authenticated by the signature of the Registrar or any other person authorised by the Board in this behalf.

4. The Senate

(1) In addition to the persons mentioned in Section 14 of the Act. the following shall be the members of the Senate, namely:-

(a) Heads of Departments. Centres, Schools or Divisions other than Professors;

(b) The Librarian of the Institute;

(c) One Warden by rotation in order of seniority in service as Warden, for a period of one year;

(d) Workshop Superintendent of the Institute;

(e) Not more than six other members of the staff for their special knowledge appointed by the Chairman after consultation with the Director for such period as may be specified by the Chairman.

(2) Subject to the provisions of the Act, the Senate shall have the power to -

(a) frame and revise curricula and syllabi for the courses of studies for the various Departments;

(b) make arrangements for the conduct of examinations; appoint examiners, moderators, tabulators and the like;

(c) declare the results of the examinations or to appoint Committees or Officers to do so and to make recommendations to the Board regarding conferment or grant of degrees, diplomas and other academic distinctions or titles;

(d) appoint Advisory Committees or Expert Committees or both for the Departments of the Institute to make recommendation on academic matters connected with the working of the Department, the Head of the Department concerned shall act as convener of such Committee;

(e) appoint Committees from amongst the members of the Senate, other teachers of the Institute and experts from outside to advise on such specific academic matters as may be referred to any such Committee by the Senate;

(f) consider the recommendations of the Advisory Committees attached to various departments and that of Expert and other Committees and take such action (including the making of recommendations to the Board) as circumstances of each case may require;

(g) make periodical review of the activities of the departments and take appropriate action (including the making or recommendations to the Board);

(h) supervise the working of the Library;

(i) promote research within the Institute and require reports on such -research from the persons engaged thereon;

(j) provide for the inspection of the classes and the Halts of Residence in respect of the instructions and discipline therein, supervise the co-curricular activities of the students of the Institute and submit reports thereon to the Board;

(k) award stipends, scholarships, medals and prizes and make other awards in accordance with the Ordinances and such other conditions as may be attached to the awards;

(4 make recommendations to the Board with regard to (i) the creation of posts on the Academic Staff and the abolition thereof and (ii) the emoluments and duties attached to such posts.

(3) The Senate shall meet as often as is necessary but not less than four times during a calendar year.

(4) Meetings of the Senate shall be convened by the Chairman of the Senate either on his own initiative or on a requisition signed by not less than 20% of the members of the Senate. Requisition meeting shall be a special meeting to discuss only those items of agenda for which requisition is made. The Requisition meeting shall be convened by the Chairman of the Senate on date and time convenient to him within 15 days of the notice given for such a requisition.

(5) One half of the total number of members of the Senate shall form a quorum for a meeting of the Senate.

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(6) The Director, if present, shall preside at every meeting of the Senate. In his absence, the Deputy Director shall preside and in the absence of both the Director and the Deputy Director, the senior-most of the Professors present shall preside at the meeting.

(7) A written notice of every meeting, together with the agenda, shall be circulated by the Registrar to the members of the Senate at least a week before the meeting. The Chairman of the Senate may, however, permit inclusion of any item for which due notice could not be given.

(8) Notwithstanding the provisions of sub-statute (7), the Director may call an emergency meeting of the Senate at short notice to consider urgent special issues.

{9) The ruiing of the Chairman of the Senate in regard to all questions of procedure shall be final.

(10) The minutes of the proceedings of a meeting of the Senate shall be drawn up by the Registrar and circulated to all the members of the Senate present in India, provided that any such minute shall not be circulated if the Senate considers such circulation prejudicial to the interests of the Institute. The minutes, along with amendments, if any, suggested shall be placed for confirmation at the next meeting of the Senate. After the minutes are confirmed and signed by the Chairman of the Senate, they shall be recorded in a minute book which shall be kept open for inspection of the members of the Senate, the Board and the Council at all times during office hours.

6. Finance Committee

(1) It is hereby declared that the Finance Committee, hereafter in this Sub-Statute referred to as 'Committee', shall also be an authority within the meaning of Section 10 of the Act and shall consist of the following persons, namely:

(a) the Chairman, *ex-officio,* who shall be the Chairman of the Committee;

(b) two persons nominated by the Central Government;

(c) two persons nominated by the Board; and

(d) the Director.

(2) The Committee shall perform the following functions, namely:-

(a) examine and scrutinise the annual budget of the Institute prepared by the Director and make recommendations to the Board;

(b) give its views and make its recommendations to the Board either on the initiative of the Board or of the Director, or on its own initiative of any financial question affecting the Institute.

(3) The Committee shall meet at least once a year.

(4) Three members of the Committee shall form a quorum for a meeting of the Committee.

(5) The Chairman, if present, shall preside over the meeting of the Committee. In his absence, the members present shall elect one from amongst themselves to preside over the meeting.

(6) The provisions in these Statutes regarding notices of the meeting, inclusion of items in the agenda and confirmation of the minutes applicable to the meetings of the Board shall, so far as may be, be followed in connection with the meeting of the Committee.

(7) A copy of the minutes of every meeting of the Committee shall be sent to the Board.

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6. Building and Works Committee

(1) It is hereby declared that the Building and Works Committee, hereafter in this sub-Statute referred to as 'Committee', consisting of not less than five and not more than seven members as may be appointed by the Board, shall also be, an authority within the meaning of section 10 of the Act.

(2) The Committee shall perform the following functions and have the following powers, namely:-

(a) It shall be responsible under the direction of the Board for construction of all major capital works after securing from the Board the necessary administrative approval and expenditure sanction.

(b) It shall have the power to give the necessary administrative approval and expenditure sanction for minor works and works pertaining to maintenance and repairs, within the grant placed at the disposal of the Institute for the purpose.

(c) It shall cause to be prepared estimates of cost of buildings and other capital works, minor works, repairs, maintenance and the like.

(d) It shall be responsible for making technical scrutiny as may be considered necessary by it.

(e) it shall be responsible for enlistment of suitable contractors and acceptance of tenders and shall have the power to give directions for departmental works where necessary.

(0 It shall have the power to settle rates not covered by tender and settle claims and disputes with contractors.

(3) The Committee shall perform such other functions in the matter of construction of buildings and development of land for the Institute as the Board may entrust to it from time to time.

(4) In emergent cases the Chairman of the Committee may exercise the powers of the Committee. Such cases shall be-reported by him-to-the Committee and the Board at the next meeting, of the Committee and of the Board.

(5) The Committee shall meet as often as is necessary, but at least twice a year.

(6) Three members shall form a quorum for a meeting of the Committee.

(7) The provisions in these Statutes regarding notices of meeting, inclusion of items in the agenda and confirmation of the minutes applicable to the meeting of the Board shall, so far as may be, be followed in connection with the meeting of the Committee.

(8) A copy of the minutes of every meeting of the Committee shall be sent to the Board.

7. The Chairman

(1) The Chairman shall have the power to fix, on the recommendations of the Selection Committee, the initial pay of an incumbent at a stage higher than the minimum of the scale in respect of posts to which appointments can be made by the Board under the provisions of the Act.

(2) The Chairman shall have the power to send the members of the Staff of the institute for training or for a course of instruction outside India subject to such terms and conditions as may be laid down by the Board from time to time.

(3) Contract of service between the Institute and the Director shall be in writing as, set out in Schedule "A" and be expressed to be made in the name of the Institute, and every such contract shall be executed by the Chairman but the Chairman shall not be personally liable in respect of anything under such contract

(4) In emergent cases the Chairman may exercise the powers of the Board and inform the Board of the action taken by him for its approval.

8. Travelling Allowances

(1) Members of the Board and other Authorities of the Institute and members of the Committees constituted under the Act or these Statutes or appointed by the Board and other authorities, other than Government employees and employees of the Institute, shall be entitled to travelling allowance and daily allowance for attending the meetings of the Authorities and their Committees as laid down by the Board from time to time.

(2) Members of the Board and other Authorities of the Institute and the Committees who are Government employees shall receive travelling allowance and daily allowance from the source from which they draw their salaries at rates admissible to them. If so, required, the Institute shall reimburse the Department/Government concerned.

If, however, required by the members, the Institute shall reimburse the TA or DA as laid down.by the Board from time to time, to the members concerned if they declare that they shall not claim TA or DA from other sources.

Provided that the Institute may pay to the aforesaid Government employees travelling allowance and daily allowance at the rates admissible to them, if they have been authorised by the appropriate Government to receive such travelling allowance and daily allowance.

9. The Director

(1) Subject to the budget provisions made for the specific purpose, the Director shall have the power to incur expenditure in accordance with the procedure as may be laid down by the Board from time to time.

(2) The Director shall have the power to reappropriate funds with respect to different items constituting the recurring budget upto a limit of Rs.10,000 for each item, provided that such reappropriation will not involve any liability in future years. Every such reappropriation shall as soon as possible, be reported to the Board.

(3) The Director shall have the power to waive recovery of overpayment upto Rs.500 to a member of the staff whose basic pay is Rs.500 per mensem or less, not detected within twenty-four months of payment. Every such waiver shall, as soon as possible, be reported to the Board.

(4) The Director shall have the power to write off irrecoverable losses upto Rs. 1,000 and of irrecoverable value of stores lost or rendered unserviceable due to fair wear and tear upto Rs.5,000/- in any individual case subject to such stipulations as may be made by the Board from time to time.

(5) The Director shall have the power to fix, on the recommendations of the Selection Committee, the initial pay of an incumbent at a stage higher than the minimum of the scale, but not involving more than five increments, in respect of posts to which appointment can be made by him under the powers vested in him by the provisions of the Act

(6) The Director shall have the power to employ technicians and workmen paid from contingencies involving emoluments not exceeding Rs.7 per head per day.

(7) The Director shall have the power to send members of the staff for training or for a course of instruction inside India subject to such terms and conditions as may be laid down by the Board from time to time.

(8) The Director shall have the power to sanction remission or reduction of rents for buildings rendered wholly or partially unsuitable.

(9) The Director shall have the power.to sanction temporary allocation of any building for any purpose other than that for which it was constructed.'

(10) In exceptional cases, subject to the availability of funds, the Director shall have the power to create temporary posts with the approval of the Chairman, of not more than two years' duration on

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approved scales of pay under report to the Board, provided that no such post, of which the Director is not the appointing authority, shall be so created.

(11) The Director shall have the power of a Head of Department for purposes of rules in the Account Code, the Fundamental and Supplementary Rules and other rules of the Government in so far as they are applicable or may be made applicable to the conduct of the business of the Institute.

(12) If, for any reason, the Registrar is temporarily absent for a period not exceeding one month, the Director may take over, or assign to any member of the staff of the Institute, any of the functions of the Registrar as he deems fit Provided that if, at any time, the temporary absence of the Registrar exceeds one month, the Board may, if it thinks fit, authorise the Director to take over or assign the function of the Registrar as aforesaid, for a period exceeding one month.

(13) All contracts for and on behalf of the Institute, except the one between the Institute and the Directors shall, when authorised by a resolution of the Board passed in that behalf, be in writing and be expressed to be made in the name of the Institute, and every such contract shall be executed on behalf of the Institute by the Director, but the Director shall not be personally liable in respect of anything under such contract.

(14) The Director may, during his absence from headquarters, authorise the Deputy Director or one of the Deans or the Seniormost Professor present, to sanction advances for travelling allowance, contingencies and medical treatment of the staff and sign and countersign bills on his behalf and authorise him for assuming such powers of Director as may be specifically delegated to the Deputy Director or one of the Deans or the seniormost Professor present by him in writing.

(15) The Director may, at his discretion, constitute such Committees as he may consider appropriate.

(16) In the event of the occurrence of any vacancy in the office of the Chairman by reason of his death, resignation, or otherwise, or in the event of the Chairman being unable to discharge his functions owing to absence, illness or any other cause, the Director may discharge the functions assigned to the Chairman under Statute 7.

(17) The Director may, with the approval of the Board, delegate any of his powers, responsibilities and authorities vested in him by the Act and Statutes to one or more members of academic or administrative staff of the Institute.

10. The Deputy Director

The Deputy Director shall assist the Director in academic and administrative work and in maintaining liaison with other institutions of higher learning and research and also with industrial undertakings and other employers.

11.Classification of the Members of the Staff of the Institute.

Except in the case of employees paid from contingencies, the members of staff of the Institute shall be classified as follows, namely:-

(a) *Academic* which term shall include Director, Deputy Director, Professor, Associate Professor, Assistant Professor, Lecturer, Workshop Superintendent, Associate Lecturer, Assistant Lecturer/Instructor, Scientific Officer, Research Assistants, Librarian, Deputy Librarian, Assistant Workshop Superintendent, Design Engineer, Senior Scientific Officer Grade I, Chief Design Engineer, Principal Scientific Officer, Chief Design Engineer (Sr.), Chief Security Officer, Chief Techno-Economic Officer, Senior Techno-Economic Officer, Techno-Economic Officer of Academic Departments and Manager of Computer Centre and such other academic posts as may be decided by the Board.

(b) *Technical* which term shall include Farm Superintendent, Foreman, Supervisor (Workshop), Mechanic, Farm Overseer, Horticultural Assistant, Technical Assistant, Draftsman, Physical Training Instructor, Chief Techno-Economic Officer, Senior Techno-Economic Officer of IC & SR,

Operational and Systems Staff members of Computer Centre and such other technical posts as may be decided by the Board.

(c) *Administrative & others* which term shall include Registrar, Assistant Registrar, Accounts Officer, Audit Officer, Stores Officer, Estate Officer, Medical Officer, House Surgeon and other Medical Staff, Chief Store Keeper, Steward, Office Superintendent and such other administrative and other staff as may be decided by the Board.

12. Appointments

(1) Ail posts at the Institute shall normally be filled by advertisement; but, the Board shall have the power to decide, on the recommendations of the Director, that a particular post be filled by invitation or by promotion from amongst the members of the staff of the Institute.

(2) While making appointments, the appointing authority shall take into consideration the claims of the members of the Scheduled Castes and Scheduled Tribes consistently with the maintenance of efficiency of administration and the teaching at the Institute.

(3) Selection Committees for filling up of posts under the Institute (other than the posts on contract basis) by advertisement or by promotion from amongst the members of staff of the Institute shall be constituted in the mariner laid down below, namely:-

(a) In the case of posts of Deputy Director and Professor, the Selection Committee shall consist of:

(i) Director	Chairman
(ii) One nominee of the Visitor	Member
(iii) Two nominees of the Board, one being an expert, but other than a member of the Board	Members
(iv) One expert nominated by the Senate other than a member of the Senate	Member

(b) In the case of posts of Assistant Professor, Senior Scientific Officer and Lecturer, the Selection Committee shall consist of;

(I) Director	Chairman
(ii) Two nominees of the Board, one being an expert, but other than a member of the Board	Members
(iii) One expert nominated by the Senate	Member
and	
(iv) Head of the Department concerned, if the post for which selection is made is lower in status than that occupied by the Head of the Department	Member

(bb) In the case of personal promotion to posts of Lecturer from Assistant Lecturer or Associate Lecturer, or to posts of Assistant Professor from Lecturer, the Selection Committee shall consist of-

(i) Director	Chairman
(ii) Two nominees of Board, one being an expert, but other than a member of the Board	Members

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(iii) One expert nominated by the Senate	Member
(iv) One nominee of the Chairman of the Council of Institutes of Technology	Member
and	
(v) Head of the Department concerned, if the post for which selection is made is lower in status than that occupied by the Head of the Department	Member

(c) In the case of posts of Librarian and Workshop Superintendent, the Selection Committee shall consist of:

(i) Director	Chairman
(ii) Two nominees of Board, one being an expert, but other than a member of the Board	Members
(iii) One expert nominated by the Senate	Member

(d) In the case of posts of Registrar, Assistant Registrar, Accounts Officer, Audit Officer, Stores Officer, Estate Officer and Medical Officer, the Selection Committee shall consist of:

(i) Director	Chairman
(ii) Deputy Director	Member
(iii) Two nominees of the Board	Members
(iv) Registrar, except for the post of Registrar	Member

(e) In the case of other posts not covered by categories (a), (b), (bb), (c) or (d) and carrying a scale of pay the maximum of which exceeds Rs.900 per mensem, the Selection Committee shall consist of

(i) Director or his nominee	Chairman
(ii) A nominee of the Board	Member
(iii) Head of the Department concerned or Registrar, as the case may be	Members
(iv) An expert from the staff of the Institute nominated by the Director	Member

(f) In the case of all other posts, the Director may, at his discretion, constitute such Selection Committees as may be considered appropriate by him.

(4) In the absence of the Director, any member of the staff of the Institute, who is appointed to perform the current duties of the Director, shall be the Chairman of the Selection Committees in the place of the Director.

(5) In the absence of the Deputy Director, the Director may nominate any member of the staff of the Institute to work on the Selection Committees in his place.

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(6) Where a post is to be filled on contract basis or by invitation, the Chairman, may, at his discretion, constitute such ad hoc Selection Committees, as circumstances of each case may require.

(7) Where a post is to be filled by promotion from amongst the members of the Institute or temporarily for a period not exceeding twelve months, the Board shall lay down the procedure to be followed.

(8) Notwithstanding anything contained in these Statutes, the Board shall have the power to make appointments of persons trained under "approved" programmes in such manner as it may deem appropriate. The Board will maintain a schedule of such "approved" programmes.

(9) If the post is to be filled by advertisement, the terms and conditions of the post shall be advertised by the Registrar and all applications received within the date specified in the advertisement shall be considered by the Selection Committee.

Provided that the Selection Committee may, for sufficient reasons, consider any application received after the date so specified.

(10) The Selection Committee shall examine the credentials of all persons who have applied and may also consider other suitable names suggested, if any, by a member of the Selection Committee or brought otherwise to the notice of the Committee. The Selection Committee may interview any of the candidates as it thinks fit and shall, at the discretion of its Chairman, cause a written test or tests to be held for all or some of the candidates as the chairman may think fit, and shall make its recommendations to the Board or the Director, as the case may be. the names of the selected candidates being arranged in order of merit.

(11) No act or proceeding of any Selection Committee shall be called in question on the ground merely of the absence of any member or members of the Selection Committee.

Provided that, if any meeting of the Selection Committee is found necessary, the Registrar shall give notice of the meeting to the members of the Committee at least a fortnight before the date of the meeting.

(12) Unless otherwise provided for under these Statutes, a Selection Committee constituted for the purpose of making recommendations for appointment to a post shall be eligible to exercise its functions in relation to that post until the time the appointment is made.

(13) A candidate applying for a post under the Institute shall be charged application fees at the rates detailed below: -

(a) Post carrying a scale of pay, the initial salary of which is less than Rs.950 per mensem	Re. 1.00
(b) Post carrying a scale of pay, the initial salary of which is Rs.950 or over but less than Rs.2200 per mensem	Rs. 3.00
(c) Post carrying a scale of pay, the initial salary of which is Rs.2200 or over per mensem	Rs. 7.50

Provided that the candidates belonging to Scheduled Castes and Scheduled Tribes and displaced persons may be granted such concessions in the payment of application fees as may be decided by the Board from time to time.

(14) Candidates selected for interview for a post under the Institute may be paid such travelling allowances as may be determined by the Board from time to time in this behalf.

(15) All appointments made at the Institute shall be reported to the Board at its next meeting.

13. TERMS AND CONDITIONS OF SERVICE OF PERMANENT EMPLOYEES

Permanent employees of the Institute shall be governed by the following terms and conditions, namely:-

(1) Every appointment shall be subject to the conditions that the appointee is certified as being in sound health and physically fit for service in India by a medical authority nominated by the Board.

Provided that the Board may, for sufficient reasons, relax the medical requirements in any particular case or cases or dispense with such medical examination in any case or class of cases, subject to such conditions, if any, as may be laid down by the Board.

(2) Subject to the provisions of the Act and the Statutes, alt appointments to posts in the Institute shall ordinarily be made on probation for a period of one year after which 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 age of 60 years.

Provided that where the Board considers that in the interests of students and for the purposes of teaching and guiding the research scholars, any member of the academic staff should be re- employed, it may re-employ such a member till the end of the semester or the academic session as may be considered appropriate in the circumstances of each case.

Provided further that where it becomes necessary to re-employ any such member beyond the end of the semester or academic session as the case may be, the Board may, with the previous approval of the Visitor re-employ any such member for a period upto three years in the first instance and upto two years thereafter and in no case exceeding the end of the academic session in which he attains the age of 65 years.

Provided also that in no circumstances such member shall be reemployed for any purposes other - than those of teaching and guiding the research scholars.

Subject to the provisions of the Act and the Statutes, all the new appointments to posts on revised salary scales adopted with effect from the 1st January 1986 under the Institute shall ordinarily 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 Statutes, as follows:

(a) Teaching Staff (Faculty) and Group 'D' Staff	Till the end of the month in which he attains the age of 60 years
(b) Groups 'A', 'B' and "C (non-faculty)	Till the end of the month in which he attains the age of 58 years

AH employees who were in position before 23.6.1989 and who were/will be subsequently appointed to higher positions by open selection at this Institute will be deemed to have been appointed by promotion for the purpose of superannuation.

(2A) Retirement on completion of 20 years qualifying serviceAt any time after an employee has completed twenty years' qualifying service, he may, by giving notice, not less than three months, in writing to the appointing authority, retire from service on the terms and conditions laid down by the Central Government from time to time for its own employees.

(2B) proposed amendment regarding age of superannuation in respect of Group 'A', 'B' and 'C belonging to non-teaching employees (new entrants only)

(3) The appointing authority shall have the power to extend the period of probation of any employee of the Institute for such periods as may be found necessary, provided that if, after the period of probation, the official is not confirmed, and, his probation is also not formally extended, he shall be

deemed to have continued on a temporary basis and that his services may then be terminable on a month's notice or on payment of a month's salary in lieu thereof.

(a) Every graduate engineer appointed at the Institute on or after 1st July 1969, shall, if so required, be liable to serve in India or abroad in any defence services or post connected with the defence of India for a period of not less than four years including the period spent on training, if any.Provided that such person—

(i) shall not be required to serve as aforesaid after the expiry of ten years from the date of such appointment, and

(ii) shall not ordinarily be required to serve as aforesaid after attaining the age of forty years.

(4) An employee of the Institute shall devote his whole time to the service of the Institute and shall not engage directly or indirectly, in any trade or business or any other work which may interfere with the proper discharge of his duties, but the prohibition herein contained shall not apply to academic work and consultative practice undertaken with the prior permission of the Director, which may be given subject to such conditions as regards the acceptance of remuneration as may be laid down by the Board.

(5) The appointing authority shall have the power to terminate the service of any member of the staff without notice and without any cause assigned during the period of probation.

(6) The appointing authority shall have the power to terminate the services of any member of the staff by three months' notice or on payment of three months' salary in lieu thereof, if, on medical grounds, certified by a medical authority nominated by the Board, his retention in service is considered undesirable by such appointing authority.

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(7) The Board shall have the power to terminate the services of any member of the staff on grounds of retrenchment or economy by giving the persons concerned six months' notice in writing or on payment of six months' salary in lieu thereof.

{8) An employee of the Institute may terminate his engagement by giving the appointing authority three months' notice, provided that the appointing authority may, for sufficient reasons, either reduce this period or call upon the employee concerned to continue till the end of the academic session in which the notice is received.

(9) The Director may place a member of the staff appointed at the Institute under suspension-

(a) where a disciplinary proceeding against him is contemplated or is pending, or

<b) where a case against him in respect of any criminal offence is under investigation or trial.

During the period of suspension, the member of the staff shall be entitled to the following payments, namely:-

(a) a subsistence allowance at an amount equal to the leave salary which the staff member would have drawn if he had been on leave on half average pay or on half pay and in addition, deamess allowance, if admissible on the basis of such leave salary:

Provided that where the period of suspension exceeds six months, the Director shall be empowered to vary the amount of subsistence allowance for any period subsequent to the period of the first six months as follows:

(i) The amount of subsistence allowance may be increased by a suitable amount not exceeding 50% of the subsistence allowance admissible during the period of the first six months, if, in the opinion of the Director the period of suspension has been prolonged for reasons to be recorded in writing, not directly attributable to the staff member

(ii) the amount of subsistence allowance may be reduced by a suitable amount, not exceeding 50% of the subsistence allowance admissible during the period of the first six months, if, in the opinion of the Director, the period of suspension has been prolonged due to reasons, to be recorded in writing, directly attributable to the staff member;

(iii) the rate of deamess allowance will be based on the increase, or, as the case may be, the decreased amount of subsistence allowances admissible under sub-clauses (i) and (ii) above.

(b) Any other compensatory allowance admissible from time to time on the basis of pay, of which the staff member was in receipt on the date of suspension subject to the fulfillment of other conditions laid down for the drawal of such allowances.

However, no payment shall be made unless the staff member furnished a certificate that he is not engaged in any other employment business, profession or vocation.

The following penalties may, for good and sufficient reasons, and as hereinafter provided, be imposed on any member of the staff, namely:-

(i) censure;

(ii) withholding of increments or promotion;

(iii) recovery from the whole or part of any pecuniary loss caused to the Institute by negligence or breach of orders;

(iv) reduction to lower service, grade or post or to a lower time-scale, or to a lower stage in a time- scale;

(v) compulsory retirement;

(vi) removal from service which shall not be a disqualification for future employment under the Institute;

(vii) dismissal from service which shall ordinarily be a disqualification for future employment in the Institute.

No order imposing on any member of the staff any of the penalties specified at (iv) to (vii) above shall be passed by any authority sub-ordinate to that by which he was appointed and except after an enquiry has been held and the member, of the staff concerned has been given reasonable opportunity of showing cause of the action proposed to be taken in regard to him.

No order imposing on any member of the staff any of the penalties specified at (i) to (ii) above shall be passed by any authority subordinate to that by which he was appointed and unless the member of the staff concerned has been given an opportunity to make a representation to the Appointing Authority.

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Notwithstanding the above provisions, it shall not be necessary to follow the procedure mentioned above in the following cases, namely:-

(a) where an employee is dismissed or removed or reduced in rank on the ground of conduct which has led to his conviction on a criminal charge;

(b) where the authority empowered to dismiss or remove the person or to reduce him in rank is satisfied that, for some reason to be recorded by that authority in writing, it is not reasonably practicable to give that person an opportunity of showing cause; or

(c) where the Visitor is satisfied that, in the interests of the security of the State, it is not expedient to give that person such an opportunity.

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If any question arises whether it is reasonably practicable to give any person an opportunity of showing cause under clause (b) above, the decision thereon of the authority empowered to dismiss or remove such person or to reduce him in rank, as the case may be, shall be final.

(10) A member of the staff aggrieved by any order imposing penalty passed by the Director against him shall be entitled to prefer an appeal to the Board against the order and there shall be no further appeal from the decision of the Board and a member of the staff aggrieved by any order passed by the Board against him inflicting a penalty on him shall be entitled to prefer an appeal to the Visitor against the order.

No appeal under this sub-Statute shall be entertained, unless it is submitted within a period of three months from the date on which the appellant receives a copy of the order appealed against, provided that the Appellate Authority may entertain the appeal after the expiry of the said period, if it is satisfied that the appellant has sufficient cause for not submitting the appeal in time.

(11) The authority to whom an appeal against an order imposing penalty lies under sub-Statute (10) may, of its own motion or otherwise, call for the records of the case in a disciplinary proceeding, review any order passed in such a case and pass such orders as it deems fit as if the member of the staff concerned had preferred an appeal against such'order.

Provided that no action under this sub-Statute shall be initiated more than six months after the date of the order to be reviewed.

(12) Notwithstanding anything contained in this Statute, the Visitor may, on his own motion or otherwise, after calling for the records of the case, review any order which is made under this Statute or is appealable thereunder, and-

(a) confirm, modify or set aside the order;

(b) impose any penalty or set aside, reduce, confirm or enhance the penalty imposed by the order;

(c) remit the case to the authority which made the order or to any other authority directing such further action or enquiry as he considers proper in the circumstances of the case; or

(d) pass such other orders as he deems fit.

Provided that—

(i) an order imposing or enhancing a penalty shall not be passed unless the person concerned has been given an opportunity of making any representation which he may wish to make against such enhanced penalty;

(ii) if the Visitor proposes to impose any of the penalties specified in clause (iv) to (vii) of Sub-Statute (9) in a case where proper enquiry has not been held and thereafter, on consideration of the proceedings of, such enquiry and after giving the member of the staff concerned an opportunity of making any representation which he may wish to make against such penalty, he may pass such orders as he deems fit.

(13) The decision of the Appellate Authority under sub-Statute (10) or (11) shall, subject to the provisions of sub-Statute (12), be final.

(14) (i) When a member of the staff of the Institute who has been dismissed, removed or suspended is reinstated, the authority competent to order the re-instatement shall consider and make a specific order-

fa) regarding the pay and allowances to be paid to the member of the staff of the Institute for the period of his absence from duty; and

(b) whether or not the said period shall be treated as a period spent on duty.

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(ii) Where such competent authority holds that the member of the staff of the Institute has been fully exonerated, or in the case of suspension, that it was wholly unjustified, the member of the staff of the Institute shall be given the full pay to which he would have been entitled had he not been dismissed, removed or suspended, as the case may be, together with any allowance of which he was in receipt prior to his dismissal, removal or suspension.

(iii) In other cases, the member of the staff of the Institute shall be given such proportion of such pay and allowances as such competent authority may prescribe.

Provided that the payment of allowances under clause (ii) or clause (iii) shall be subject to all other conditions under which such allowances are admissible.

(iv) In cases falling under clause (ii) the period of absence from duty shall be treated as a period spent on duty for all purposes.

(v) In cases falling under clause (iii) the period of absence from duty shall not be treated as a period spent on duty, unless such competent authority specifically directs that it shall be so treated for any specified purpose.

(15) The employees of the Institute shall be entitled to travelling and daily allowances according to the scales laid down by the Board from time to time.

(16) The employees of the Institute shall be entitled to reimbursement of medical expenses incurred on themselves and their families as set out in Schedule "A".

(17) The employees of the Institute shall be governed by the Conduct Rules as laid down in Schedule "B".

(18) It shall be for the Council to decide as to the class of employees of the Institute who shall be entitled to vacation.

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Decision.of the Council

Vacation Staff: Professor, Associate Professor, Assistant Professor, Lecturer, Associate Lecturer and Assistant Lecturer, Instructor.

Non-Vacation **Staff:** Director, Deputy Director, Registrar, Asst.Registrar, Accounts Officer, Stores Officer, Office Superintendent, Auditor, Estate Officer, Medical Officer, Scientific Officers, Research Assistants, Librarian, Deputy Librarian, Workshop Superintendent, Foreman, Mechanics, Overseers, Horticultural Assistant, Technical Assistants, Draughtsman, Physical Training Instructors, House Surgeon and other Medical Staff, Storekeepers, Steward, Chief Tech no-Economic Officer, Senior Techno-Economic Officer, Techno-Economic Officer, Manager and Operational Staff of Computer Centre and other staff sanctioned by the Institute.

14. TERMS AND CONDITIONS OF SERVICE OF TEMPORARY EMPLOYEES

(i) The service of a temporary employee shall be liable to termination at any time by notice in writing given either by the employee to the appointing authority, or by the appointing authority to the employee. The period of such notice shall be one month, unless otherwise agreed to by the Institute and the employee.

(ii) The other terms and conditions of service of such employee shall be such as may be specified by the appointing authority in his letter of appointment.

15. APPOINTMENT ON CONTRACTS:

(1) Notwithstanding anything contained in these Statutes, the Board may, in special circumstances, appoint an eminent person on contract for a period not exceeding five years, with a provision of renewal for further period, provided that every such appointment and the terms thereof shall be subject to the prior approval of the Visitor.

(2) Subject to the provisions contained in the Act, the Board may appoint any person on contract in the prescribed scales of pay and on the terms and conditions applicable to the relevant post for a period not exceeding five years with a provision of renewal for further period. For making such appointments, the Chairman may, at his discretion, constitute such adhoc Selection Committees, as the circumstances of each case may require.

(3) Notwithstanding anything contained in these Statutes, the Council may. appoint an eminent person as Director on contract for a period not exceeding five years, with a provision for renewal for further periods provided that every such appointment and terms there of shall be subject to the prior approval of the Visitor.

16. CONTRIBUTORY PROVIDENT FUND

(1) A Compulsory Contributory Provident Fund shall be constituted, maintained and administered for the employees of the Institute in accordance with the provisions set out in Schedule 'C\ All accumulations of the subscribers in the Contributory Provident Fund, maintained for the benefit of the employees of the Institute immediately before the commencement of these Statutes, shall stand transferred to the Compulsory Provident Fund constituted under the Statute and shall be credited to the accounts of the employees entitled thereto in the Fund so constituted. A subscriber shall contribute to the Fund so constituted an amount not less than 8-1/3% of his emoluments but Hie contribution of the Institute to the said Fund shall be limited to 8-1/3% of the emoluments of the subscriber.

(2) SUBJECT to the provisions contained in Schedule 'C, all permanent employees of the Institute who are appointed either for the first time or re-appointed on or after the 1st April 1962. but not after the 1st January 1971, and who have not otherwise exercised an option to join the Contributory Provident Fund-cum-Gratuity Scheme referred to in Statute 16-A or the General Provident Fund-cum-Penslon-cum-Gratuity Scheme referred to in Statute 16-B shall join the Contributory Provident Fund.

(3) No employee of the Institute whose services in the Institute entitle him to a pension and gratuity, or on whose account the Institute contributes towards pension, or who has been appointed by the Institute on a consolidated salary or on special terms which exclude the benefits of the Provident Fund shall be entitled to the benefits of the Contributory Provident Fund.

(4) Save as otherwise provided in Statute 16A or 16(B), in the case of an employee leaving the Institute of Central University to join any of the other Institutes or any Central University his accumulation in the contributory provident fund shall be transferred to the Institute or, as the case may be, the University he joins.

16-A CONTRIBUTORY PROVIDENT FUND-CUM-GRATUITY SCHEME

(1) Every employee of the Institute, -

(i) who is referred to in clause (2) of Statute 16, or

(ii) who holds an appointment on a temporary basis but is subscribing or is required to subscribe to the Contributory Provident Fund in terms of sub-paragraph (2A) of Schedule C, or

(iii) who may be appointed either for the first time or re-appointed on or after the 1st January 1971, may exercise an option to join the Contributory Provident Fund-cum-Gratuity Scheme sponsored by the Institute for the benefit of its employees:

Provided that no such option shall be exercised by an employee who has been appointed by the Institute on a consolidated salary or on special terms which exclude the benefits of the Contributory Provident Fund or who has exercised an option for the General Provident Fund-cum-Pension-cuhv Gratuity Scheme referred to in Statute 16-B.

(2) Any such option shall be exercised in Form I prescribed, for the purpose in Appendix I to Schedule E, -

(i) in case of an employee referred to in sub-clause (i) or (ii) within a period of three months from the 1st January 1971 and

(ii) in case of an employee referred to in sub-clause(iii), within a period of three months from the date of completion of one year's temporary continuous service or confirmation whichever is earlier;

(3) On receipt of such option from any of the employees referred to in sub-clause (i) or (ii), all accumulations of any such employee in the Contributory Provident Fund maintained for the benefit of the employees of the Institute immediately before such option was exercised shall stand transferred to the new Contributory Provident Fund less one-third percent of the contribution of the Institute, together with interest thereon which shall revert to the Institute and be credited to its fund.

(3A) . (a) Every employee of the Institute -

(i) who is governed by Statute 16 or who has exercised an option under sub-statutes (1) and (2) of Statute 16B or

(ii) who may be appointed either for the first time or reappointed on or after the 1-7-1977 may exercise an option to join the contributory Provident Fund-cum-gratuity scheme sponsored by the Institute for the benefit of its employees:

Provided that no such option shall be exercised by an employee who has been appointed by the Institute on a consolidated salary or on special terms which exclude the benefits of the retirement benefit scheme.

(b) Any such option shall be exercised in Form I prescribed for the purpose in Appendix I to Schedule E within a period of three months from date of issue of this notification and any such option once exercised shall be final.

On receipt of such option from any.of the .employees referred to in sub clause (i) or (ii) of clause (a) all accumulations of any such employees in the CPF, or GPF-cum-pension-cum-pension-cum- gratuity schemes, maintained for the benefit of the employees of the Institute immediately before such option was exercised, shall stand transferred to the contributory provident fund less one third percent of the contribution of the Institute together with, interest thereon from contributory Provident fund of those governed by Statute 16 shall revert to the Institute and be credited to its fund.

(4) Any such employee shall contribute to the fund so constituted an amount not less than eight and one third per cent of his emoluments but'the contribution of the Institute to the said fund shall be restricted to eight per cent of his emoluments.

(5) Any such employee shall, in addition, be also entitled to gratuity, equal to one-fourth of his emoluments for each completed six-monthly period of service subject to a maximum of sixteen and a half times the emoluments or rupees thirty four thousand whichever is less.

(6) Any such employee leaving the Institute or Central University to join any of the other Institutes or any Central University shall join the corresponding scheme of the new Institute or, as the case may be, the University and his accumulations in the fund shall be transferred to the corresponding fund of new Institute or University.

(7) The liability of total gratuity ultimately payable to any such employee shall be distributed between the Institutes in proportion to the length of qualifying service at each Institute.

(8) Save as otherwise provided in this Statute, in all other respects the provisions as contained in the Schedule E to these Statutes shall be applicable for the purposes of this scheme.

16-B. GENERAL PROVIDENT FUND-CUM-PENSION-CUM-GRATUITY SCHEME

(1) Every employee of the Institute, -

(i) who is referred to in clause {2) of Statute 16; or

(ii) who holds an appointment on a temporary basis, but is subscribing or is required to subscribe to the Contributory Provident Fund in terms of sub-paragraph (2A) of Schedule C; or

(iii) who may be appointed either for the first time or re-appointed on or. after the 1st January 1971 may exercise an option to join the General Provident Fund-cum- Pension-cum-Gratuity Scheme, sponsored by the Institute for the benefit of its employees:

Provided that no such option shall be exercised by an employee who has been appointed by the Institute on a consolidated salary or on special terms which exclude the benefits of the Contributory Provident Fund Scheme or who has exercised an option for the Contributory Provident Fund-cum-Gratuity Scheme referred to in Statute 16-A:

(2) Any such option shall be exercised in form I prescribed for the purpose in Appendix I to Schedule F, -

(i) in the case of an employee referred to in sub-clause (i) or (ii) within a period of three months from the 1st January 1971; and

(ii) in the case of an employee referred to in sub-clause (iii), within a period of three months from the date of completion of one year's temporary service or confirmation whichever is earlier;

(3) On receipt of such option from any of the employees referred to in sub-clause (i) or (ii), the amount of the contribution of the Institute with interest thereon standing in the credit of the employee in the Contributory Provident Fund shall revert to the Institute and be credited to its fund and the amount of the employee's own contribution to the Contributory Provident Fund after adjustment of advances, if any, taken from the said fund, shall, together with interest thereon, be maintained as his contribution to General Provident Fund to be opened by the Institute for the purpose.

(3A) (a) Every employee of the Institute -

(i) who is governed by Statute 16 or who has exercised an option under sub statutes (1) and (2) of Statute 16A or

(ii) who may be appointed either for the first time or re-appointed on or after 1-7-1977 may exercise an option to join the General Provident Fund-cum-pension-cum-gratuity scheme, sponsored by the Institute for the benefit of the employees:

Provided that no such option shall be exercised by an employee who has been appointed by the Institute on a consolidated salary or on special terms which exclude the benefits or the retirement benefit schemes.

(b) Any such option shall be exercised in Form I prescribed for the purpose in Appendix I to Schedule F within a period of three months from the date of issue of this notification and any such option once exercised shall be final.

(c) On receipt of such option from any of the employees referred to in sub-clause (i) or (ii) of clause (a) the amount of the contribution of the Institute with interest thereon standing to the credit of the employee in the CPF or CPF-cum-gratuity scheme shall revert to the Institute and be credited to its fund and the amount of the employee's own contribution to the CPF or GPF-cum- gratuity after adjustment of advance if any, taken from the said fund, shall together with interest thereon, be maintained as his contribution to the GPF opened by the Institute for the purpose.

(4) A permanent employee or an employee referred to in sub- clause (ii) of clause (1) who has retired or retires with the Contributory Provident Fund benefits on or after the 1st April 1970, but before the 1st January 1971, shall be granted the benefit of the General Provident Fund-cum- Pension-cum-Gratuity Scheme, if he exercises an option in Form II prescribed for the purpose in Appendix I to Schedule F within three months from the 1st January 1971, the contribution of the Institute to his Provident Fund

together with interest thereon, if already paid, being adjusted against the Death-cum-Retirement Gratuity admissible to him under the said Scheme and the balance, if any, being refunded to the Institute in cash.

(5) Any such employee shall, in addition, be also entitled to gratuity, equal to one-fourth of his emoluments for each completed six-monthly period of service subject to a maximum of sixteen and a half times emoluments or rupees thirty four thousand whichever is less.

(6) Any such employee leaving the Institute to join any of the other Institute incorporated under the Act shall join the corresponding Scheme of the new Institute and his accumulations in the fund shall be transferred to the corresponding fund of the new Institute.

(7) The liability of total gratuity and pension ultimately payable to such an employee shall be distributed between the Institute or University in proportion to the length of qualifying service at each Institute or the Institute and the University.

(8) Save as otherwise provided in the State in all other respects the provisions as contained in Schedule F to these Statutes shall be applicable for the purpose of this Scheme:

Provided that as respects payments towards policies of life insurance from subscriptions to the General Provident Fund, the provisions in this behalf contained in Schedule E shall be applicable.

The liability of total pension and gratuity ultimately payable to such an employee shall be distributed between the Institutes in proportion to the periods for which the employee concerned has drawn pay or leave salary from each of the Institutes.

17. VACATION AND LEAVE

(1) Employees of the Institute shall be entitled to vacation and leave as laid down in Schedule 'D'.

(2) The amount of accumulated leave to the credit of a member of the staff in the service of the Institute immediately before the 1st April 1962 shall become available to him after the date subject to the prescribed limit of leave.

(3) When an employee joins the Institute or Central University from any of the other Institutes or any Central University the leave to his credit on the date immediately before the date of such joining shall be carried forward and credited to his leave account in the Institute or Central University which he joins subject to the prescribed limit of accumulation of leave.

18. **RESIDENTIAL ACCOMMODATION** FOR **STAFF**

(1) Every employee of the Institute may be allotted an unfurnished house within the campus of ttie Institute for residential use, if available, in which he shall be required to reside, subject to such conditions as may be laid down by the Board.

(2) (a) An employee of the Institute who has been allotted house for residential use, shall be charged licence fee at the rate of ten per cent of his total emoluments or six per cent per annum of the capital cost (including municipal charges) of the house occupied by him, whichever is less:

Provided that in respect of an employee who draws pay in the revised scale of pay, and whose emoluments are below Rs.440/- per mensem, the licence fee shall be recovered at the rate of sever- and-a-half per cent of his total emoluments or six per cent per annum of the capital cost (including municipal charges) of the house occupied by him, whichever is less.

Provided further that in respect of an employee whose total emoluments are not less than Rs.440/- per mensem in the revised scale of pay, the net emoluments after deduction of licence fee shall not be less than Rs.421.55.

(b) In addition to the licence fee, charges for water, electricity and any other service rendered shall be recovered from an employee at such rates as may be determined by the Director from time to time and in the case of Director, by the Board.

(3) The Board may allot, furnished or unfurnished accommodation without levying any licence fee or levying such fee at concessional rates to any category of staff, if it considers it necessary to do so in the interest of the Institute.

Explanation:- For the purpose of this Statute the expression 'allot' means to grant a licence to an employee of the Institute to occupy a house or a portion thereof, owned or leased by the Institute, for use by him as residence.

19. DEPARTMENTS

The Institute shall have the following Departments: -

(a) Applied Mechanics

(b) Chemistry

(c) Chemical Engineering

(d) Civil Engineering

(e) Electrical Engineering

(f) Humanities and Social Sciences

(g) Mathematics

(h) Mechanical Engineering .

(i) Metallurgical Engineering

(j) Physics

(k) Aerospace Engineering {•**) K

(i) Computer Science & Engineering ^ / 0j, n^ifi

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Provided that in addition, the Board may establish or abolish one or more schools or centres of research on the recommendation of the Senate.

20. **HEAD** OF A **DEPARTMENT**

(1) Each Department of the Institute shall be placed in charge of a Head who shall be selected by the Director from among the Professors, Associate Professors and Assistant Professors.

Provided that when, in the opinion of the Director, the situation so demands, the Director may himself take temporary charge of a Department or place it under the charge of the Deputy Director or a Professor from another Department for a period not exceeding six months.

(2) The Head of a Department shall be responsible for the entire working of the Department, subject to the general control of the Director.

(3) it shall be the duty of the Head of a Department to see that the decisions of the authorities of the Institute and of the Director are faithfully carried out. He shall perform such other duties as may be assigned to him by the Director.

21. INSTITUTION OF FELLOWSHIPS, SCHOLARSHIPS, EXHIBITIONS, MEDALS AND PRIZES

The following fellowships, scholarships, free studentships, exhibitions, medals and prizes shall be instituted by the Institute, namely:-

(1) Scholarships of the value of Rs.75 per mensem each will be awarded to 25% of the students admitted to the under-graduate courses and post-graduate courses in Science leading to Master's degree in accordance with the provisions made in the Ordinances in this behalf.

(2) (a) All scholarships awarded by the institute in the under- graduate courses and post-graduate courses in Science leading to Master's degree shall carry the privilege of free tuition.

(b) A further 10% of the total number of students admitted to the'under-graduate courses and post- graduate courses in Science leading to Master's degree will be awarded free studentship on consideration of means alone.

The awards shall be made in accordance with the provisions made in the Ordinances in this behalf.

(3) Post-graduate scholarships of the value of Rs.250 per mensem will be awarded to all students admitted to the post-graduate courses in Engineering and Technology at the Institute.

The scholarships will be subject to such conditions as may be laid down in the Ordinances.

(4) Practical Training stipend of the value of Rs.1507- per mensem each will be awarded by the Institute, with effect from 1st August 1965 to graduates who have been previously in receipt of the Institute Scholarship in the final year class. The stipends will be tenable for a period of one year and shall be subject to such conditions as may be laid down in the ordinances.

(5) Research Scholarships of the value mentioned below will be awarded to all research scholars admitted to the Institute: -

(a) Research workers in Engineering and Technological subjects, provided the scholars have successfully completed a Master's degree in Engineering/Technology of two years' duration or have spent 2 years in study/ research approved by the Institute after obtaining a Bachelor's degree in Engineering/Technology .and have been registered by the Institute for Ph.D.degree	Rs.400 per mensem
(b) (i) Research workers in Science and other subjects, provided the scholars have had a Master's degree in the appropriate field	Rs.300 per mensem
(ii) Research workers in Engineering and Technological subjects, provided the scholars have had a Bachelor's degree in Engineering/Technology.	Rs.300 per mensem

The scholarships will be tenable for the duration of research, subject to such conditions as may be laid down in the Ordinances.

(6) Post-Doctoral Fellowship of the value of Rs.500/- p.m. shall be awarded to research fellows for the-duration of their work at the Institute.

The award shall be made in accordance with the provisions made in the Ordinances and shall be subject to such conditions as may be laid down therein.

(7) The Board may, on the recommendation of the Senate, Institute such exhibition, medals and prizes as it considers desirable. The awards shall be made in accordance with the provisions made in this behalf.

22. FEES

(1) The Institute shall charge the fees as may be prescribed by the IITs Council from time to time.

(2) Where the fee for a Programme/Course/Item has not been prescribed by the IITs Council, the same will be as-prescribed by the Board.

The recovery of security deposit from research scholars and fellows may be waived by the Director in special cases, subject to the production of surety from a responsible permanent employee of the Institute or Government

The security deposit is refundable to students, scholars and fellows after deduction of relevant dues, if any, within four years of their leaving the Institute. If no claim for refund is received within that period, the caution money shall be credited to the Institute Fund. The Director may, for sufficient reasons investigate and entertain claims for refund of caution money after the expiry of this period.

If a student, scholar or a fellow fails to deposit his dues by the dates notified, he shall be liable to pay a delay fine of Re.1 provided he clears his dues before the end of the month in which the dues were payable and a fine of Rs.5 if he clears the dues by the 15th of the following month. The student's name be struck off after this date and he may be readmitted on payment of readmission fee and no delay fine be charged.

The Director may waive the recovery of delay fines and re- admission fees in deserving cases. He may also delegate this authority to the Registrar and prescribe such condition as he may consider necessary for the purpose.

(3) All fees and deposits are required to be paid in cash, by crossed postal orders, by crossed bank drafts or by crossed cheques on the State Bank of India. Dues of the Institute may also be paid by money order, the date of remittance being regarded as the date of payment

23. HALLS AND HOSTELS

(1) The Institute shall be a residential institution and all students, research scholars and research fellows shall reside in the Halls of Residence and Hostels built by the Institute for the purpose.

tn exceptional cases, the Director may permit a student scholar or fellow to reside with his parent or guardian, but where any such permission is accorded to a student, scholar or fellow, such student, scholar or fellow, as the case may be, shalf be liable for the payment of such seat rent as he would have been liable for the payment of seat rent had he resided in the Hostel.

(2) Every resident in the Halls and Hostels shall conform to the rules laid down by the Senate for the purpose.

(3) For each Hall of Residence there shall be a Warden and such number of Assistant Wardens and other staff as may be determined by the Board from time to time.

(4> The offices of Warden and Assistant Warden shall be held by the members of the Academic Staff of the Institute. The appointments shall be made by the Director.

(5) Wardens and Assistant Wardens shall be entitled to rent-free unfurnished quarters corresponding to the type of quarters to which they are normally entitled as teachers of the Institute. In

addition, they shall be paid an allowance of Rs.50 per mensem, provided that in case a Professor is appointed as Warden, he shall not be entitled to receive any allowance.

(6) The management of the Halls of Residence and Hostels shall be in accordance with the rules laid down by the Director.

24. CONFERMENT OF HONORARY DEGREES

All proposals for the conferment of honorary degrees shall be made by the Senate and shall require' the assent of the Board before submission to the Visitor for confirmation. Provided that in cases of urgency, the Chairman may submit, on behalf of the Board, such proposals to the Visitor.

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