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**NATIONAL INSTITUTE OF TECHNOLOGY  
DURGAPUR-713209, WEST BENGAL, INDIA**

**AGENDA NOTES**

**FOR**

**50<sup>th</sup> Meeting of Board of Governors to be held on 02<sup>nd</sup> July, 2018 at 11:30 A.M. in the IIT Kharagpur Kolkata Campus HC Block, Sector – III Salt Lake City Kolkata – 700106**

Sl.	Item	Page No.
50.01	To confirm the Minutes of the 49 <sup>th</sup> Meeting of Board of Governors held on 09 <sup>th</sup> March, 2018.	01
50.02	To note action taken on the Minutes of the 49 <sup>th</sup> Meeting of Board of Governors held on 09 <sup>th</sup> March, 2018.	01-04
50.03	To consider the recommendation of the 45 <sup>th</sup> Finance Committee meeting scheduled on 02 <sup>nd</sup> July, 2018.	04
50.04	To consider the appointment to the post of Registrar at NIT Durgapur.	04
50.05	To consider the appointment of Professor Emeritus.	04
50.06	To consider the names of External Senate Members.	05
50.07	To consider the report of the Internal Enquiry Committee Constituted to enquire about the CVC Complaint against Prof. Swapan Bhattacharya, Ex-Director, NIT Durgapur.	05
50.08	Director's report on the initiatives undertaken since the last Board of Governors Meeting.	05
50.09	To ratify the extension of tenure of the Assistant Professor (on contract) who have joined the Institute in the year 2014.	06
50.10	To ratify the MoU with the MHRD already approved by circulation.	06
50.11	To consider mandatory implementation of Expenditure Advance Transfer (EAT) module of PFMS by NIT Durgapur w.e.f. 1st July, 2018.	06
50.12	To consider the relevant items approved in the 49 <sup>th</sup> Senate meeting held on March 23, 2018.	06
50.13	To consider the relevant items recommended / approved in the 50 <sup>th</sup> Senate meeting held on May 18, 2018.	07
50.14	To consider alteration of name of Karmachri Samity, Regional Engineering College to Karmachari Samity, National Institute of Technology Durgapur.	07
50.15	To consider the Plan & Progress of TEQIP III.	08
50.16	Any other item with the permission of the chair.	08



**Item#50.01: To confirm the Minutes of the 49<sup>th</sup> Meeting of Board of Governors held on 09<sup>th</sup> March, 2018.**

The 49<sup>th</sup> Meeting of the Board of Governors of NIT, Durgapur was held on 09<sup>th</sup> March, 2018 at Hotel O2 VIP, 641, Ramkrishna Pally, VIP Road, Kaikhali, Kolkata - 700052.

The Minutes of the said meeting was circulated amongst the Board members for comments.

Minutes of the meeting, incorporating the comments received from Under Secretary, Finance, MHRD, GoI, New Delhi is placed before the Board of Governors for consideration and confirmation.

Annexure - I  
P-09

**Item#50.02: To note action taken on the Minutes of the 49<sup>th</sup> Meeting of Board of Governors held on 09<sup>th</sup> March, 2018.**

Item No.	Subject	Action taken
49.01	To confirm the Minutes of the 48 <sup>th</sup> Meeting of Board of Governors held on 24 <sup>th</sup> October, 2017.	Confirmed.
49.02	To note action taken on the Minutes of the 48 <sup>th</sup> Meeting of Board of Governors held on 24 <sup>th</sup> October, 2017.	Noted. <b>Item#48.05 – Regarding confirmation case of Dr. Ashish Kumar Mal, Deptt. of ECE –</b> Action Completed. Office Order issued.
49.03	To consider the recommendation of the 44 <sup>th</sup> Finance Committee meeting scheduled on 09 <sup>th</sup> March, 2018.	Approved.
49.04	To consider the adoption of mapping of existing Professor and Associate Professor as per recommendation of anomaly committee on new Recruitment Rules for Faculties in NIT Durgapur.	Action Completed. Office Order issued.

49.05	To consider the summary report of NTMIS case.	<ul style="list-style-type: none"> <li>• As advised by Ld. Additional Solicitor General (in view of ensuing cease work at Hon'ble Kolkata High Court and keeping in mind the next date of hearing at Hon'ble CAT 19.03.18) a Special Leave Petition(SLP) was filed on behalf of NIT Durgapur challenging the CAT order dtd. 27/02/18.</li> <li>• After hearing the submission made by Senior Counsel, the Hon'ble Supreme Court directed that the order dated 27.02.18 (vide which the Ld. CAT had directed to report compliance on 19/03/18) would not be given effect till the time application for recall of order dated 20/12/16 filed by the NIT Durgapur is decided by the Ld CAT.</li> <li>• On 02/04/18 the Hon'ble CAT, Kolkata Bench directed the Registry of the Hon'ble CAT, Kolkata Bench to send the matter to the Principal Bench for placing the matter before the Hon'ble Chairman, CAT so that a special Bench can be constituted to take up and decide Miscellaneous Application (M.A.) No.169/2018 and M.A. No. 170/2018 regarding recalling application filed by NIT Durgapur.</li> </ul>
49.06	To consider and approve Selection Committee for recruitment of Faculty Members.	Selection Committee has been approved and the process for selection of new Faculty members is going on.
49.07	To consider the two names of Boards Nominee for Selection of Registrar.	Interview for the post of Registrar was conducted on 28.04.2018 as per the norms of First Statutes of NITs and resolution of 49 <sup>th</sup> BoG meeting. Recommendation of the selection committee will be placed on the table vide item no. 50.04

49.08	To consider the "Draft General Guidelines for Procurement of Goods and Services".	Adopted. The Central Purchase Committee of the Institute has started following the provisions of General Guidelines for Procurement of Goods & Services (framed in accordance with GFR 2017) under its purview.
49.09	Director's report on the initiatives undertaken since the last Board of Governors Meeting.	Noted.
49.10	Ratification of items already approved through circulation.	Ratified.
49.11	To consider the generation of anomalies due to the up gradation of 13 faculty members to the 4-tier system.	Anomalies due to up gradation of 13 faculty members has already been resolved as per the suggestion of MHRD to consult other NITs for similar cases. Accordingly, NIT Surathkal and NIT Calicut has been consulted and pay in respect of all Assistant Professor with AGP Rs. 8000/- has been fixed in accordance with Annexure-I of MHRD, GoI notification vide F.No.15-4/2017 TC dated 27/10/2017.
49.12	To consider enhancement of limit for Financial Power of Director from Rs. 1.0 crore to 5.0 crores.	Action Completed. Office Order issued.
49.13	To consider the recommendation of Disciplinary Committee in respect of Shri Sanat Kumar Sinha, Ex-Administrative Officer.	Action Completed. Office Order issued.
49.14	To consider the formation of Sponsored Research Consultancy Cell and Continuing Education Cell.	Approved. The regulation of the SRCC was approved by the 50 <sup>th</sup> Senate meeting and same is placed as a separate agenda item before the 50 <sup>th</sup> BoG meeting vide item#50:13 for consideration.
49.15	To consider and discuss about the policy on Cumulative Professional Development Allowance (CPDA), disbursal.	The report of the Committee for the revision of the norms of CPDA was recommended by the 50 <sup>th</sup> Senate meeting and the same is placed in current BoG meeting as an agenda item# 50:13 for consideration.
49.16	To consider the Separate Audit Report (SAR) on the accounts of the NIT Durgapur for the year 2016- 17, for necessary action on the observation of CAG.	The detail on Separate Audit Report (SAR) for the year 2016-17 and Action Taken thereon by NIT Durgapur is placed before the BoG as annexure. <b>Annexure - II</b>

49.17	To consider the adoption and implementation of Enhancement of superannuation age of doctors working in Higher and Technical Educational Institutions under Department of Higher Education, Ministry of Human Resource Development to 65 years.	Action Completed. Office Order issued.
49.18	To consider and approve the 57 <sup>th</sup> Annual Report (2016-2017) of NIT Durgapur.	Approved and the same has been circulated to all concerned.
49.19	Any other item with the permission of the chair.	<ul style="list-style-type: none"> <li>• <b>The issue of Reporting Officer and Reviewing Officer in respect of Annual Performance Appraisal Report (APAR) for Non-Faculty employees of the Institute for the purpose of Promotion – Action Completed. Office Order issued.</b></li> <li>• <b>The issue of approval of leave of Mr. R. Navanietha Krishnaraj – Action Completed Office Order issued</b></li> </ul>

**Item#50.03: To consider the recommendation of the 45<sup>th</sup> Finance Committee meeting scheduled on 02<sup>nd</sup> July, 2018.**

The Minutes of the 45<sup>th</sup> Finance Committee meeting scheduled 02<sup>nd</sup> July, 2018 will be placed on the table for consideration of the Board of Governors.

**Item #50.04: To consider the appointment to the post of Registrar at NIT Durgapur.**

Interview process for the post of Registrar was conducted on 28.04.2018 as per the norms of First Statutes of NITs and resolution of 49<sup>th</sup> BoG meeting.

Recommendation of the selection committee will be placed on the table for approval.

**Item#50.05: To consider the appointment of Professor Emeritus.**

As per the guidelines of MHRD, Govt. of India, vide letter no. F.No.33-9/2011-TS.III dated 15.01.2014(Page 21 of 22), two position of Professor Emeritus, one each in dept. of CSE and Dept. of ECE were considered. A Selection Committee comprising of Director, three Dean, HoDs of the above departments, a Senate representative and an external expert selected two eminent academician for the post of Professor Emeritus. The committee met on June 01, 2018 and selected Prof. Susanta Sen for

ECE Dept. and Prof. Bhabani P. Sinha for CSE Dept respectively. Detail bio-data are given in Annexure.

Placed before the Board of Governors for consideration.

Annexure -III  
P-19

**Item#50.06: To consider the names of External Senate Members.**

The names of the following persons are proposed for external members of the Senate as per the NIT Act.

1. Engineering - Prof. Siddhartha Sen, Professor, Electrical Engg. Dept., IIT Kharagpur
2. Science - Prof. (Mrs.) Swagata Dasgupta, Professor, Dept. of Chemistry, IIT Kharagpur
3. Humanities - Prof. Ajitava Raychaudhuri, Professor, Dept. of Economics, Jadavpur University Kolkata

**Invitee members**

1. Industries - Mr. Samiran Chatterjee, Managing Director, Innovative Heat Handling Pvt. Ltd. CG-106, Salt Lake City, Kolkata 700 091
2. Alumni - Mr. Biswanath Bhattacharya

Placed before the Board of Governors for consideration.

**Item#50.07: To consider the report of the Internal Enquiry Committee Constituted to enquire about the CVC Complaint against Prof. Swapn Bhattacharya, Ex-Director, NIT Durgapur.**

The Institute has received one CVC Complaint against Prof. Swapn Bhattacharya, Ex- Director, NIT Durgapur from Under Secretary to the Government of India, MHRD, Department of Higher Education vide letter No. F.No. 5-4/2012-TS.III dated 08/02/2018. An internal enquiry committee was constituted by the Director NIT Durgapur on 14.03.2018 for enquiring into an issue raised by CBI (pending with them) regarding procedural lapses relating to construction work of S.N.Roy Memorial Building. The report of the internal enquiry committee was sent to the Under Secretary to the Government of India, MHRD Department of Higher Education vide letter No.NITD/05 dated 11.05.2018 which is given in Annexure.

Submitted for consideration please.

Annexure -IV  
P-67

**Item#50.08: Director's report on the initiatives undertaken since the last Board of Governors Meeting.**

The report is attached as annexure.

Annexure -V  
P-69

**Item#50.09: To ratify the extension of tenure of the Assistant Professor (on contract) who have joined the Institute in the year 2014.**

A number of faculty members joined the Institute as Assistant Professor (on contract) in the year 2014. As per the terms and conditions of their appointment letter, they had to fulfil the eligibility, qualification, experience and requirements of the post as governed by the guidelines issued by MHRD, Govt. of India for consideration for the post of Assistant Professor with AGP of Rs 8000 within four years since the date of joining, failing which the contract would be terminated.

No selection interview was conducted by the Institute since 2014, and they did not get an opportunity to move into the post of Assistant Professor with AGP of Rs 8000. The contract tenure of four years is going to end shortly. Though the selection interview is going to commence from June 18, 2018, it will take some more time to conclude the process. Hence, their contract was renewed for one more year (vide Annexure).

Placed before the BoG for ratification.

Annexure -VI  
P-71

**Item #50.10: To ratify the MoU with the MHRD already approved by circulation.**

The MoU with the MHRD which was already approved by circulation through email was revised as directed by the MHRD subsequently (vide Annexure).

Placed before the Board of Governors for ratification.

Annexure - VII  
P-73

**Item#50.11: To consider mandatory implementation of Expenditure Advance Transfer (EAT) module of PFMS by NIT Durgapur w.e.f. 1st July, 2018.**

Communication received from MHRD, Govt. of India vide letter no. F.No.Pr.AO/MHRD/PFMS-EAT module/Abs/2018/43, dated 16<sup>th</sup> May, 2018 regarding mandatory implementation of EAT module of PFMS by all Autonomous Bodies w.e.f. 1<sup>st</sup> July, 2018 is placed before the Board of Governors for consideration.

Annexure -VIII  
P-91

**Item# 50.12: To consider the relevant items approved in the 49<sup>th</sup> Senate meeting held on March 23, 2018.**

Resolutions on item No. 49.3: The M. Tech. programs in Information Technology and Software Engineering shall be discontinued and the seats will be transferred to M. Tech. in Computer Science & Engineering.



Resolution on item No. 49.11: The Senate resolved to discontinue M. Tech in Entrepreneurship and Innovation and B. Tech. in Information Technology from 2018-19, and MCA from 2019-20.

Placed before the Board of Governors for approval.

**Item#50.13: To consider the relevant items recommended / approved in the 50<sup>th</sup> Senate meeting held on May 18, 2018.**

Resolutions on item No. 50.5: The PhD regulation of the Institute was revised.

Resolution on item No. 50.6: The Senate recommended the revised CPDA guidelines to support research activities, suggested by the internal committee constituted as per the resolutions of the BoG in its 49<sup>th</sup> meeting.

Submitted to the Board of Governors for approval.

**Annexure -IX**  
P-95

Resolutions on item No. 50.7: The revised curriculum for the B. Tech./Dual degree/Integrated M. Sc. Programs was approved by the Senate.

Resolutions on item No. 50.9: As recommended by the Expert committee, the Senate resolved to continue the MSW program with a thoroughly revised curricula and syllabi.

Resolution on item No. 50.10: The regulation of the SRCC as approved by the Senate is placed before the Board of Governors for approval.

**Annexure -X**  
P-99

Resolution on item No. 50.11: The regulation of the Continuing Education Cell as approved by the Senate is placed before the Board of Governors for approval.

**Annexure -XI**  
P-139

Resolution on item No. 50.14: MoUs were signed with Tomsk Polytechnic University Russia and Federal University of Rio De Janeiro as a follow up of the Institute's participation in the BRICS collaborative activities, a part of the Government of India initiative is placed before the Board of Governors for information.

**Annexure -XII**  
P-161

**Item#50.14: To consider alteration of name of Karmachri Samity, Regional Engineering College to Karmachari Samity, National Institute of Technology Durgapur.**

The Recognized Service Association of employees of NIT Durgapur was known as Karmachari Samity, Regional Engineering College, Durgapur (As recognized by the Board of Governors in its 17<sup>th</sup> meeting vide Item#17.08), which has been renamed as

Karmachari Samity, National Institute of Technology Durgapur w.e.f. 21.10.2016 with the same Reg.No.S/23133 of 1978-79 under the West Bengal Societies Registration Act. 1961, duly certified by Registrar of firms, Societies and Non-Trading Corporations, West Bengal.

The matter is placed before the Board of Governors for consideration.

Annexure - XIII

P - 171

**Item#50.15: To consider the Plan & Progress of TEQIP III.**

NIT Durgapur has been selected as one of the Mentor Institute under TEQIP III and got responsibility for mentoring two Institutes: i) Dumka Engg. College, Dumka, Jharkhand and ii) NIT Nagaland as Mentee Institute. Under TEQIP III, NIT Durgapur has got a sanction of Rs. 7 crore, out of which 3.5 crore is for procurement and rest for academic activities like students' learning, faculty & staff development, R & D, Reforms, I-I-I, Mentoring etc. and operating cost.

Under the procurement head, computers (approx. 185 numbers) and up-gradation of existing institute network including servers, switches etc. and XRD, EDS with Gold target (as attachment to the existing FESEM) were planned to procure. For effective twinning activities between Mentor and Mentee Institute, there is a need of STUDIO for online guidance to the Mentee Institute. Therefore, procurement plan may be revised as computers (approx. 185 numbers) and up-gradation of existing institute network including servers, switches etc., XRD and hardware & software components of STUDIO. Procurement committee for the same has been constituted and procurement process will be started soon.

Total expenditures for academic activities and operating cost till today are Rs.18.8 lakhs in 2017-18 and Rs.12.65 lakhs in 2018-19.

NIT Durgapur has also got a sanction of Rs. 3 crores in May 2018, out of which 2.7 crores is for continuation of COE (Centre of Excellence on Advanced Materials) activities and rest is for operating cost. Out of 2.7 crores, 2.4 crores is for further development of the centre and 0.3 crores is for twinning activities. Activities under this head are yet to start.

Annexure - XIV  
P - 175

**Item#50.16: Any other item with the permission of the chair**



**Shri U.C. Mukherjee  
Registrar (I/C) &  
Secretary, Board of Governors  
National Institute of Technology  
Durgapur - 713209**

09

# ANNEXURE - I

**NATIONAL INSTITUTE OF TECHNOLOGY**  
**DURGAPUR- 713209, WEST BENGAL, INDIA**

Minutes of the 49<sup>th</sup> meeting of Board of Governors held on 09<sup>th</sup> March 2018 at 11:30 A.M. in the Hotel O2 VIP, 641, Ramkrishna Pally, VIP Road, Kaikhali, Kolkata - 700052.

The following members attended the Meeting:

1. **Prof. Anupam Basu,** **Chairman**  
Director,  
National Institute of Technology Durgapur
2. **Shri D. K. Singh (Representing JS & FA, MHRD)** **Member**  
Under Secretary,  
Dept. of Higher Education,  
MHRD, Govt. Of India  
Shastri Bhavan, New Delhi
3. **Dr. D.K. Majumdar** **Member**  
Former Professor (Pharmaceutics)  
(DIPSAR) University of Delhi,  
C-8, IDPL Apartments  
Plot No -GH 10  
Sector 10A  
Gurgaon- 122001
4. **Prof. Partha Pratim Chakrabarti,** **Member(On VC)**  
Director,  
Indian Institute of Technology, Kharagpur,  
Kharagpur, West Bengal,  
India, Pin - 721 302.
5. **S. Jhunjhunwala,** **Member**  
CEO, Mani, Group,  
Kolkata,
6. **Prof. Parthapratim Gupta,** **Member**  
Professor,  
Department of Chemical Engineering,  
NIT Durgapur. **(Senate Nominee)**
7. **Dr. Suchismita Roy,** **Member**  
Associate Professor,  
Department of Computer Science and Engineering  
NIT Durgapur. **(Senate Nominee)**
8. **Shri U.C. Mukherjee,** **Secretary**  
Registrar (I/C),  
National institute of Technology, Durgapur.

Dr. Jyotsna Dhawan, Senior Principal Scientist, CCMB, Hyderabad, Dr. Mitali Mukerji, CSIR, IGIB, New Delhi and one Ministry representative could not attend the meeting and were granted leave of absence by the Chairperson, Board of Governors.

The Chairperson, Board of Governors welcomed all members of the Board to the 49<sup>th</sup> meeting of the Board of Governors.

**Item#49.01: To confirm the Minutes of the 48<sup>th</sup> Meeting of Board of Governors held on 24<sup>th</sup> October, 2017.**

Confirmed with corrigendum as following-

Item#48.09: Director is the Competent Authority to take a final decision regarding the seniority case of Sh. J K Ray, UDA. Subsequently, the Director formed a committee and the said committee recommended the promotion of Mr. J. K. Ray to the post of UDA w.e.f. 01.04.2000 in lieu of 04.04.2003 as agreed by the then Director vide letter dated 10.04.2007.

**Item#49.02: To note action taken on the Minutes of the 48<sup>th</sup> Meeting of Board of Governors held on 24<sup>th</sup> October, 2017.**

Noted with comments in respect of Item#48.05 as following-

Item#48.05: As no adverse report was found from the service records of Dr. Ashis Kr. Mal, Associate Professor, Deptt. Of ECE, his confirmation of service is approved by the Board of Governors w.e.f. 25.05.2008.

**Item#49.03: To consider the recommendation of the 44<sup>th</sup> Finance Committee meeting scheduled on 09<sup>th</sup> March, 2018.**

The recommendation of the 44<sup>th</sup> Finance Committee was placed by the Director. The Director also detailed the components of HEFA proposal to be submitted to MHRD. Both were approved.

**Item#49.04: To consider the adoption of mapping of existing Professor and Associate Professor as per recommendation of anomaly committee on new Recruitment Rules for Faculties in NIT Durgapur.**

The recommendation of the mapping committee formed, was placed for approval. The same was approved subject to the condition that prescribed norms and instructions of MHRD have been duly followed.

**Item#49.05: To consider the summary report of NTMIS case.**

The details of the case filed by the NTMIS employees and the status including the CAT order of compliance by 19<sup>th</sup> March, was discussed. It was resolved that an appeal should be preferred before the Hon'ble High Court at Calcutta, Division Bench, if possible, (in view of the ensuing cease work at the Hon'ble High Court at Calcutta) forthwith to obtain stay order on CAT verdict dated 20/12/2016. The Additional Solicitor General at Calcutta High Court should be consulted.

**Item#49.06: To consider and approve Selection Committee for recruitment of Faculty Members.**

A unified list of proposed selection committee members was placed for the approval of the Board. It was approved.

**Item#49.07: To consider the two names of Boards Nominee for Selection of Registrar.**

Board approved the name of Prof. Sriman Bhattacharya, Deputy Director IIT Kharagpur, Prof. Atal Chaudhuri, Vice Chancellor, Veer Surendra Sai University of Technology, Burla, Odisha, Prof. Shivaji Bandopadhyay, Director NIT Silchar. Any two of them may be invited.

**Item#49.08: To consider the "Draft General Guidelines for Procurement of Goods and Services".**

It was adopted and approved subject to the condition that it is in conformity with GFR 2017.

**Item#49.09: Director's report on the initiatives undertaken since the last Board of Governors Meeting.**

The Director presented the report of achievements since Dec 01, 2017. It was accepted with appreciation.

**Item#49.10: Ratification of items already approved through circulation.**

Following three items were circulated among Board members (vide email dated 12<sup>th</sup> January'2018) for their perusal and approval considering the exigency of implementation with immediate effect in the Institute.

12

a) Adoption of Revised Recruitment Rules (RRS) for Non- Teaching Staffs as recommended by the oversight Committee and Approved by the MHRD as communicated vide letter No. F-33/2/2012/TS-III dated 28<sup>th</sup> December, 2017.  
**Annexure -XI**

b) Adoption of revision of Pay of Faculty members of NIT Durgapur following pay revision of the Central Government Employees on the recommendation of 7<sup>th</sup> CPC in accordance with communication received from the MHRD vide F.No. 15-4/2017-TC dated 27<sup>th</sup> October, 2017.  
**Annexure -XII**

c) Adoption of revision of pay of Non-Teaching Staff of NIT Durgapur following the pay revision of Central Government Employees on the recommendation of 7<sup>th</sup> CPC in accordance with communication received from MHRD vide F. No-15-1/2017-TC (volume -II) dated 29<sup>th</sup> December' 2017.  
**Annexure -XIII**

Above three items are ratified by the Board of Governors.

**Item#49.11: To consider the generation of anomalies due to the up gradation of 13 faculty members to the 4-tier system.**

As the complete details have not been provided in the Agenda and the Minutes are not in line with the Agenda and discussion, this item may be brought in the next meeting of the BoG with complete details with the relevant instructions under which the proposal has been moved.

**Item#49.12: To consider enhancement of limit for Financial Power of Director from Rs. 1.0 crore to 5.0 crores.**

Approved.

**Item#49.13: To consider the recommendation of Disciplinary Committee in respect of Shri Sanat Kumar Sinha, Ex-Administrative Officer.**

Board of Governors resolved the matter and decided that Gratuity amount to be released after an adjustment of Rs. 40000/-. Pay as it was on 30.06.2017 to be considered for the purpose of pension calculation.

**Item#49.14: To consider the formation of Sponsored Research Consultancy Cell and Continuing Education Cell.**

Approved, without any additional financial implication.

(13)

**Item#49.15: To consider and discuss about the policy on Cumulative Professional Development Allowance (CPDA), disbursal.**

Device, accessories etc. which are required for research work may be permitted to be procured utilizing CPDA amount. An internal committee be constituted to prepare a final guideline in this regard and resolution of the committee be communicated to MHRD.

**Item#49.16: To consider the Separate Audit Report (SAR) on the accounts of the NIT Durgapur for the year 2016- 17, for necessary action on the observation of CAG.**

SAR was placed. It was suggested that a detail on Audit Query & SAR raised by CAG and settlement / action taken thereon, including copy of para-wise reply sent to CAG to be placed before next BoG meeting to take further necessary action in this regard.

**Item#49.17:To consider the adoption and implementation of Enhancement of superannuation age of doctors working in Higher and Technical Educational Institutions under Department of Higher Education, Ministry of Human Resource Development to 65 years.**

Adopted.

**Item#49.18: To consider and approve the 57<sup>th</sup> Annual Report (2016-2017) of NIT Durgapur.**

Approved.

**Item#49.19: Any other item with the permission of the chair.**

- The issue of Reporting Officer and Reviewing Officer in respect of Annual Performance Appraisal Report (APAR) for Non-Faculty employees of the Institute for the purpose of Promotion etc. have been discussed in light of non-availability of the Reporting Officer and Reviewing Officer for recent periods. It was unanimously resolved that if recent APAR is not available for any employee then the *latest available* APAR can be considered for the purpose of promotion. In case, where the comment of Reviewing Officer is not available, the comment of the Reporting officer will be considered as final.
- **Approval of leave of Mr. Krishnaraj** – As per CCS (Leave) rule it may be Approved.

**Item/ Issues carried forward from 48<sup>th</sup> BoG meeting to 49<sup>th</sup> BoG meeting.**

- **Collaboration with Russian Universities.** – In vogue.
- **Referring the case of promotion of 13 faculty members to MHRD** –Board of Governors agreed to implement 4-tier system to all eligible faculty members of AGP Rs. 8000/- (6<sup>th</sup> CPC) with prospective effect. The matter will be communicated to MHRD for information.
- **Documents and details related to Registrar's resignation etc.**–Prepared & placed before BoG for consideration.



**Shri U.C. Mukherjee  
Registrar (I/C) & Secretary,  
Board of Governors  
National Institute of Technology  
Durgapur – 713209**



**ANNEXURE - II**

NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR  
Action taken on the Separate Audit Report (SAR) F.Y. 2016-17

	<b>Audit Observation</b>	<b>Action Taken by NIT Durgapur</b>
<b>1</b>	<b>Balance Sheet</b>	
<b>1.1</b>	<b>Liabilities:</b>	
<b>1.1.1</b>	<b>Designated/ Earmarked Funds (Schedule 3): Rs. 17.01 Crore</b>	
<b>1.1.1.1</b>	The above head was overstated by Rs. 236.65 lakh due to inclusion of un-discharged contribution of New Pension Scheme (NPS) instead of showing in a Separate account in contravention of Format of account prescribed by MHRD. This resulted in overstatement of assets by Rs. 236.65 lakh.	As suggested the necessary reconciliation and rectification has been made in the financial year 2017-18.
<b>1.2</b>	<b>Assets</b>	
<b>1.2.1</b>	<b>Current Assets (Schedule-9): Rs. 104.57 crore</b>	
<b>1.2.1.1</b>	The above head was understated by Rs. 45.40 lakh due to non-writing back of time-barred cheques including Rs. 43.29 lakh in previous year. Despite mention in previous year's audit report, no rectification was done. This also resulted in understatement of Current Liabilities and Provisions (Schedule-6) by Rs. 45.40 lakh.	The necessary entries to write off the time barred cheques has been made in the FY 2017-18.
<b>2</b>	<b>Income and Expenditure Account</b>	
<b>2.1</b>	<b>Expenditure</b>	
<b>2.1.1</b>	<b>Depreciation (Schedule- 7): Rs. 20.17 Crore</b>	
<b>2.1.1.a</b>	'Office equipment' worth Rs. 4.18 lakh having depreciation rate @ 15 percent was included under the head 'Furniture and Fixture' with depreciation rate @ 10 percent, resulting in understatement of depreciation by Rs. 0.17 lakh.	The necessary rectification has been made in the FY 2017-18.
<b>2.1.1.b</b>	'Plant, Machinery and Equipments' valued Rs. 61.40 lakh bearing depreciation @ 15 per cent was incorrectly included in 'Furniture and Fixtures' @10 per cent depreciation, resulting understatement of depreciation by 2.19 lakh.	The necessary rectification has been made in the FY 2017-18.
<b>2.1.1.c</b>	'Computer and Peripherals' worth Rs. 38.44 lakh containing depreciation @60 per cent was included in 'Furniture and Fixtures' @ 10 per cent depreciation, resulting short charging of depreciation by RS 13.10 lakh.	The necessary rectification has been made in the FY 2017-18.
<b>2.2</b>	<b>Income</b>	
<b>2.2.1</b>	<b>Income from investment (Schedule- 13): Rs. 5.75 Crore</b>	
<b>2.2.1.a</b>	The above was overstated by Rs. 81.81 lakh due to net impact of excess inclusion of interest earned and accrued interest for the period prior to 2016-17.	The necessary action has been taken in the FY 2017-18.
<b>2.2.1.b</b>	The above head had also been understated by Rs. 7.73 lakh due to non-inclusion of interest earned/accrued interest from fixed deposits of Rs. 1.54 lakh of Mess Caution Money. Rs. 1.52 lakh of College Caution Money, Rs. 0.70 lakh of Testing and Consultancy and Rs. 3.97 lakh for State Bank of India-REC Branch. The net impact of above comments was overstatement of above head by Rs. 74.08 lakh and understatement of Excess of Expenditure over Income by Rs. 74.08 lakh.	The necessary action has been taken in the FY 2017-18.

NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR  
Action taken on the Separate Audit Report (SAR) F.Y. 2016-17

2.2.2	<b>Other Income (Schedule-14): Rs. 647.41 lakh</b>	
2.2.2.1	The above head was understated by Rs. 23.35 lakh due to inclusion of interest income directly into Corpus Fund instead of routing through Income and Expenditure Account. This also resulted in overstatement of Excess of Expenditure over Income by Rs. 23.35 lakh.	The interest earned on the Corpus fund has been reinvested for the accumulation of the same.
3	<b>General</b>	
3.1	<b>Despite mention in the previous year's Audit Report, no corrective actions had been taken in the following matters:</b>	
3.1.a	Liabilities towards the retirement benefit payable to the officials/staff on actuarial basis had not been provided for.	Liabilities towards the retirement benefits payable to the officials/staff on Accrual basis has been provided for the FY 2017-18.
3.1.b	Under Restricted Fund an amount of Rs. 70.04 lakh (IT Fund) and Rs. 121.41 lakh (Other Scholarship Fund) remained unutilized for years together. This was not transferred to Corpus/General Fund.	The necessary action has been taken in the FY 2017-18.
3.1.c	<b>Non-rectification of under-mentioned irregularities as appeared in Bank Reconciliation Statement in respect of Account no. 11520034072:</b>	
3.1.c.i	An amount Rs. 0.87 lakh was less credited by the bank than the amount shown in the cheque (as stated in the reconciliation statement of March, 2008)	The necessary action has been taken in the FY 2017-18.
3.1.c.ii	Cheques and drafts amounting to Rs. 116.28 lakh deposited in the bank in 2008-09, 2010-12 and 2013-14 had not yet been credited by the bank.	The necessary action has been taken in the FY 2017-18.
3.1.c.iii	The bank had debited Rs 13.32 lakh (Rs. 2.44 lakh in 2009-10, Rs. 4.20 lakh in 2010-11, Rs. 1.61 lakh in 2011-12 & Rs. 5.07 lakh in 2012-13) but the same had not been entered in the bank book of the Institute till March 2017.	This is an old case, so it has taken time for the reconciliation. After reconciliation the necessary entry will pass accordingly.
3.2	<b>Though Notes on Accounts (Schedule-22, Sl. No 2) declared that the format of accounts was as desired by the MHRD and despite mention in previous audit report, Institute made departure there from in the following areas:</b>	
3.2.a	As per the format of Balance Sheet, approved by the MHRD, only three accounts heads (Corpus/Capital Fund, Designated/Earmarked/Endowment Funds and Current Liabilities & Provisions) were to be operated under Sources of Funds. Against this, the Institute had operated six heads of accounts (Corpus, General Fund, Designated/Earmarked Funds, Restricted Fund, Loans/Borrowings, Secured/Unsecured Loan).	As suggested, only three accounts heads have been operated under the Sources of Funds during the FY 2017-18.
3.2.b	The amount of unutilized Plan Grant, if any, had not been worked out and transferred to Current Liabilities & Provisions.	The necessary action has been taken in the FY 2017-18.
3.2.c	The rates and method of depreciation charged on assets were different from that approved by the MHRD. The impact of the deviation had also not been disclosed.	The necessary action has been taken and Straight Line Method has been adopted in the F.Y. 2017-18 as per the rate of depreciation prescribed by the MHRD.
3.2.d	The excess of expenditure over income of the year amounting to Rs. 11.97 crore had been deducted from	The necessary action has been taken in the FY 2017-18.

NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR  
Action taken on the Separate Audit Report (SAR) F.Y. 2016-17.

	General Fund instead of Corpus Fund resulting in understatement of General Fund and overstatement of Corpus Fund by Rs. 11.97 crore.	
3.2.e	Restricted Fund accounts were opened in the Balance Sheet having a balance of Rs. 473.79 crore and Grants received were also credited to that head instead of Corpus/Capital Fund. Hence, Corpus/Capital Fund account remained understated and Restricted Fund accounts remained overstated by Rs. 473.79 crore.	The necessary action has been taken in the FY 2017-18.
3.2.f	GPF and NPS Accounts were included in the annual accounts instead of making separate accounts for each and attached the same with the accounts of the Institute.	Noted and necessary action will be taken accordingly.
3.3	There was a discrepancy of Rs. 8.6 lakh due to difference of closing balance of ledger account amounting to Rs. 245.25 lakh for NPS Fund and Rs. 236.64 lakh exhibited under Earmarked Fund (Schedule-3).	Noted and it is in the process of reconciliation.
3.4	An amount of Rs. 58.23 lakh stated as Secured Loan from Government of India was shown in the Balance Sheet. Since, the amount remains unadjusted for year's together, needs for review.	The necessary action has been taken in the FY 2017-18.
3.5	Institute did not make investments against the Donation Funds title Parpatidevi Chanadumal Memo (Rs. 1.63 lakh), Prof. M.S. Sinha (Rs 3.00 lakh), T.R Sinha(Rs. 1.5 lakh), D.V. Sitabai (Rs. 1.5 lakh), S.N.Roy (Rs. 0.48 lakh).	Noted for future compliance.
3.6	The MHRD vide Order No. F No 8-4/2014-TSVII dated 18 <sup>th</sup> March 2015 had re-entrusted NIT, Durgapur as a mentor to monitor all receipts and expenses on behalf of Gani Khan Choudhury Institute of Engineering and Technology(GKCIET), Malda, upto the year 2016-17, the unspent grant amounting to Rs. 4.37 Crore received on behalf of GKCIET was kept in the bank account of NIT, Durgapur. The amount was merged with the bank balance of NIT, Durgapur Instead of keeping the amount in a separate bank account and crediting the interest earned thereon in that bank account, NIT Durgapur had credited the interest earned in its own account. Despite mention in previous years audit report, Rectification was not done by Institute.	The necessary action has been taken and the interest earned on the un-utilized portion has been booked as our liability during the FY 2017-18.

*A. S. Sinha*  
Dy. Registrar (E&A) /c





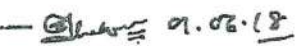

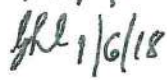



## ANNEXURE - III

NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR  
MAHATMA GANDHI AVENUE DURGAPUR - 713 209 (W.B.)

The Selection committee meeting for Emeritus Professor was held on June 01, 2018 and it has been resolved that Prof. Bhabani P. Sinha be appointed as Emeritus Professor for the Department of Computer Science & Engineering for an initial period of one year which may be extended. The consolidated emolument per month will be decided by the Director as per MHRD norms.









### Members Present:

1. Prof. Anupam Basu, Director 
2. Prof. Goutam Saha, Dept. of ECE, IIT Kharagpur  01/06/2018
3. Prof. I Basak, Dean (Acad.)  11/6/18
4. Prof. A. K. Meikap, Dean (R&C)  01.06.18
5. Prof. S. S. Thakur, Dean (FW)  01.06.18
6. Prof. R. Ghatak, HOD, ECE  01/06/2018
7. Prof. G. Sanyal, HOD CSE  1/6/18
8. Prof. A. Gangopadhyay, Senate Nominee  01/06/18

NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR  
MAHATMA GANDHI AVENUE DURGAPUR - 713 209 (W.B.)

The Selection committee meeting for Emeritus Professor was held on June 01, 2018 and it has been resolved that Prof. Susanta Sen be appointed as Emeritus Professor for the Department of Electronics & Communication Engineering for an initial period of one year which may be extended. The consolidated emolument per month will be decided by the Director as per MHRD norms.

Members Present:

1. Prof. Anupam Basu, Director 
2. Prof. Goutam Saha, Dept. of ECE, IIT Kharagpur  01/06/2018
3. Prof. I Basak, Dean (Acad.)  1/6/18
4. Prof. A. K. Meikap, Dean (R&C)  01.06.18
5. Prof. S. S. Thakur, Dean (FW) —  01.6.18
6. Prof. R. Ghatak, HOD, ECE  01/06/2018
7. Prof. G. Sanyal, HOD CSE  1/6/18
8. Prof. A. Gangopadhyay, Senate Nominee  01/06/18

14/05/2013

Follow up - anupambas@gmail.com - Gmail

Anupam Basu (অনুপম বসু) <anupambas@gmail.com>

to hod

Dear Rowdra,

Please find attached the resume of Prof. Susanta Sen.  
Please send me your recommendation through DAC, for Emeritus Professor.

Regards

2 Attachments

Year	Month	Journal Name	Page No.
2011	12	IEEE Trans. on Electron Devices	1234
2011	11	IEEE Trans. on Electron Devices	1234
2011	10	IEEE Trans. on Electron Devices	1234
2011	09	IEEE Trans. on Electron Devices	1234
2011	08	IEEE Trans. on Electron Devices	1234
2011	07	IEEE Trans. on Electron Devices	1234
2011	06	IEEE Trans. on Electron Devices	1234
2011	05	IEEE Trans. on Electron Devices	1234
2011	04	IEEE Trans. on Electron Devices	1234
2011	03	IEEE Trans. on Electron Devices	1234
2011	02	IEEE Trans. on Electron Devices	1234
2011	01	IEEE Trans. on Electron Devices	1234
2010	12	IEEE Trans. on Electron Devices	1234
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2010	04	IEEE Trans. on Electron Devices	1234
2010	03	IEEE Trans. on Electron Devices	1234
2010	02	IEEE Trans. on Electron Devices	1234
2010	01	IEEE Trans. on Electron Devices	1234

Susanta Sen CV....

Year	Month	Journal Name	Page No.
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2011	06	IEEE Trans. on Electron Devices	1234
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2010	03	IEEE Trans. on Electron Devices	1234
2010	02	IEEE Trans. on Electron Devices	1234
2010	01	IEEE Trans. on Electron Devices	1234

Publications.docx

HoD ECE NIT Durgapur  
to me

Respected Sir,

A DAC meeting was held today at 4:00 p:m to discuss the matter as given in your trail mail. It was resolved that "Prof. Susanta Sen, Retd. Prof. IRPE, Calcutta University may be consider Professor considering the requirement for specialized expertise in the domain of Microelectronics and VLSI". This is for your kind perusal.

Thank you,

Sincerely

Rowdra Ghatak





## Susanta Sen CV

**Name:** Susanta Sen

**Date of Birth:** December 30, 1951.

**Educational Qualifications:**

Exam.	Year	Board/Univ.	Div/Class	% marks	Subject
H.S.	1967	W.B. Board	1st Div.	72.6%	Science
B.Sc	1970	Calcutta Univ.	1st Class	62.25%	Physics Honours
B. Tech	1973	Calcutta Univ.	1st Class	77.78%	RPE
M. Tech	1975	Calcutta Univ.	1st Class	82.25%	RPE
Ph. D. (Tech)	1983	Calcutta Univ.			RPE

**Awards received:**

1. NSTS Scholarship - 1967
2. Ranjita Pal Memorial Silver Medal - 1970
1. University Silver Medal - 1973
2. Homi Bhabha Fellowship - 1992

**Present Position:**

Retired Professor  
 Institute of Radio Physics and Electronics  
 University of Calcutta  
 92 A. P. C. Road, Kolkata – 700 009, INDIA.

**Administrative Career:**

1. Member of the Managing Committee of the Computer Society of India, Calcutta Chapter between 1995 and 1999.
2. Head of the Department of Electronic Science, Calcutta University during 1991-93.
3. Secretary, Radio Physics and Electronics Association in 1981 and again during 1995-97.
4. Chairman, Council of Undergraduate Studies in Electronics, Calcutta University from 1991 to 1995.
5. Treasurer of the Computer Society of India, Calcutta Chapter during 1997-98 and Secretary during 1998-99.
6. Technical Program Chair of the International Conference on Computers and Devices for Communication (CODEC-98), organized by the Institute of Radio Physics and Electronics, Calcutta University at Science City, Calcutta, India (January 1998).
7. Industry Forum Chair of the 13<sup>th</sup>. International Conference on VLSI Design, Calcutta, India, (January 2000).
8. Co-chairman, National Workshop on "IT Bill 1999: Issues, Provisions & Legislation" organized jointly by Institution of Engineers (India) and FOSET, Calcutta (Aug. 2000).
9. Fellowship Chair, 18<sup>th</sup> International Conference on VLSI Design, Calcutta, India, (January 2005).
10. Dean, Faculty of Engineering and Technology, University of Calcutta; Dec. 2005 to Dec. 2009.

11. Head of the Department of Radio Physics and Electronics, University of Calcutta; April, 2006 to March, 2008.
12. Local Organizing Chair, VLSI Design and Test Symposium, Kolkata, India (August 2007)
13. General Chair, International Conference of Computers and Devices for Communication (CODEC-09); Kolkata, India (Dec. 2009).
14. Member, Governing Council for Saha Institute of Nuclear Physics, Kolkata: since 2007.
15. Deputy Director, Centre for Research in Nanoscience and Nanotechnology (CRNN), University of Calcutta; April 2010 to June 2012.

**Home Address:**

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e-mail : [susanta.rpe@gmail.com](mailto:susanta.rpe@gmail.com)  
[susanta.rpe@caluniv.ac.in](mailto:susanta.rpe@caluniv.ac.in)

**Patents and publications**

Research Papers	- 42
Book Chapters	- 6
Conferences (Invited)	- 33
Conferences (Contrib.)	- 33
Patents	- 4

Research Experience - Since 1976

Post Graduate Teaching - Since 1978 at Calcutta University.

**Visits to Foreign Institutions:**

University of Sheffield, Sheffield, UK	- Nov.-Dec. 1982
AT & T Bell Labs., Murray Hill, NJ, USA	- Feb. 1986 to Dec. 1988
CNRS, Grenoble, France	- Sept. 1993
Laboratorio TASC, Trieste, Italy	- Sept. 1993
Scuola Normale Superiore, Pisa, Italy	- Sept. 1993
University of Michigan, Ann Arbor, MI, USA	- Oct.-Nov. 1993
Hitachi Cambridge Lab., Cambridge, UK	- Dec. 1993
Tokyo Institute of Technology, Tokyo, Japan	- Oct. 2008
Ecole Polytechnique, Paris, France	- May, 2009 & May, 2010
Aalborg University, Aalborg, Denmark	- May, 2009 & June, 2010
Boston University, Boston, MA, USA	- Dec. 2010
Harvard University, Cambridge, MA, USA	- Dec. 2010
York University, Toronto, ON, Canada	- Oct. 2011
McMaster University, Hamilton, ON, Canada	- Oct. 2011
Dhaka University, Dhaka, Bangladesh	- Sept. 2012

**Professional memberships –**

1. *Fellow* - Institution of Engineers (India)
2. *Life Member* - CSI, India

26

ANNEXURE - IList of Research Papers, Book Chapters, Conference Talks and Patents of  
Susanta SenA. Research Papers :

1. Growth of AlGa<sub>x</sub>N alloys under excess group III conditions: Formation of vertical nanorods; Chirantan Singha, Sayantani Sen, Pallabi Pramanik, Mainak Palit, Alakananda Das, Abhra Shankar Roy, Susanta Sen and Anirban Bhattacharyya: *Journal of Crystal Growth*, **481**, 40-47 (2018).
2. Controlling the compositional inhomogeneities in Al<sub>x</sub>Ga<sub>1-x</sub>N/Al<sub>y</sub>Ga<sub>1-y</sub>N MQWs grown by PA-MBE: Effect on luminescence properties; Pallabi Pramanik, Sayantani Sen, Chirantan Singha, Abhra Shankar Roy, Alakananda Das, Susanta Sen, Deepak Kumar, D. V. Sridhara Rao and Anirban Bhattacharyya: *Journal of Crystal Growth*, **439**, 60-65, (2016).
3. Wavelength-Specific Ultraviolet Photodetectors based on AlGa<sub>x</sub>N Multiple Quantum Wells; Pallabi Pramanik, Sayantani Sen, Chirantan Singha, Abhra Shankar Roy, Alakananda Das, Susanta Sen, D. V. Sridhara Rao and Anirban Bhattacharyya: *IEEE Journal Of Quantum Electronics*, **Vol. 52**, No. 3 (2016).
4. Surface ozone and its precursors at two sites in the northeast coast of India; N. N. Purkait, S. De, S. Sen and D. K. Chakrabarty: *Indian J. of Radio & Space Physics*, **38**, 86 (2009).
5. High-responsivity High-gain In<sub>0.53</sub>Ga<sub>0.47</sub>As/InP Quantum-Well Infrared Photodetectors Grown Using Metal-Organic Vapor Phase Epitaxy; A. Mazumdar, A. Shah, M. Gokhale, Susanta Sen, S. Ghosh, B. M. Arora and D. C. Tsui: *IEEE J. Quantum Electronics*, **41**, 872 (2005).
6. An Improved Lead Compensation Technique for Three-Wire Resistance Temperature Detectors: *IEEE Trans. Instrumentation & Measurements*, **48**, 903 (1999).
7. Dependence of Al<sub>0.48</sub>In<sub>0.52</sub>As Schottky diode properties on molecular beam epitaxial growth temperature; A. S. Brown, P. Bhattacharya, J. Singh, P. Zaman, S. Sen and F. Turco: *Appl. Phys. Lett.*, **68**, 220 (1996).
8. Resonant tunneling bipolar transistor (RTBT): New functional device for electronics of the future; S. Sen, F. Capasso, F. Beltram and A. S. Vengurlekar: *J.I.E.T.E.*, **38**, 120 (1992).
9. Quantum transistors and circuits break through the barriers; F. Capasso, S. Sen, L. M. Lunardi and A. Y. Cho: *IEEE Circuits and Devices Mag.*, p. 18 (May 1991).
10. Current Voltage characteristics of resonant tunneling diodes; S. Sen, B. R. Nag and S. Midday: *Physical Concepts of Materials for Novel Optoelectronic Device Applications*, **SPIE-1362 (II)**, 750 (1991).
11. Observation of charge storage and intersubband relaxation in resonant tunneling via a high sensitivity capacitance technique; E. F. Schubert, F. Capasso, A. L. Hutchinson, S. Sen and A. C. Gossard: *Appl. Phys. Lett.*, **57**, 2820 (1990).
12. Quasi-ballistic resonant tunneling of minority electrons into the excited states of a quantum well; A. S. Vengurlekar, F. Capasso, S. Sen, A. L. Hutchinson, S. N. G. Chu, D. Sivco and A. Y. Cho; *Appl. Phys. Lett.*, **55**, 2529 (1989).

13. Quantum functional devices: Resonant tunneling transistors, circuits with reduced complexity and multiple-valued logic; F. Capasso, S. Sen, F. Beltram, L. M. Lunardi, A. S. Vengurlekar, P. R. Smith, N. J. Shah, R. J. Malik and A. Y. Cho: *IEEE Trans. Electron Dev.*, **36**, 2065 (1989).
14. Microwave multiple-state resonant tunneling bipolar transistors; L. Lunardi, S. Sen, F. Capasso, A. Y. Cho, P. R. Smith and D. L. Sivco: *IEEE Electron Dev. Lett.*, **10**, 219 (1989).
15. Parity generator circuit using a multi-state resonant tunneling bipolar transistor ; S. Sen, F. Capasso, A. Y. Cho and D. L. Sivco; *Electronics Lett.*, **24**, 1506 (1988).
16. New resonant tunneling bipolar transistor (RTBT) with multiple negative differential resistance characteristics operating at room temperature with large current gain; S. Sen, F. Capasso, A. Y. Cho and D. L. Sivco: *IEEE IEDM Tech. Digest 1988*, p. 834 (1988).
17. Multiple negative transconductance and differential conductance in a bipolar transistor by sequential quenching of resonant tunneling; F. Capasso, S. Sen, A. Y. Cho and D. L. Sivco: *Appl. Phys. Lett.*, **53**, 1056 (1988).
18. Multiple state resonant tunneling bipolar transistor operating at room temperature and its application as a frequency multiplier; S. Sen, F. Capasso, A. Y. Cho and D. L. Sivco: *IEEE Electron Dev. Lett.*, **9**, 533 (1988).
19. Stacked double barriers and their application in novel multi-state resonant tunneling bipolar transistors; S. Sen, F. Capasso, A. Y. Cho and D. L. Sivco: *Gallium Arsenide and Related Compounds 1988*, Ed: J. S. Harris, **96**, 605 (1988).
20. New resonant tunneling devices with multiple negative resistance regions and high room temperature peak-to-valley ratio; S. Sen, F. Capasso, D. Sivco and A. Y. Cho: *IEEE Electron Dev. Lett.*, **9**, 402 (1988).
21. Summary Abstract: Negative transconductance resonant tunneling field effect transistor and monolithically integrated resonant tunneling diodes; S. Sen, F. Capasso and A. Y. Cho: *J. Vac. Sci. and Tech. B*, **6**, 676 (1988).
22. Resonant tunneling through quantum wells: Physics and device applications; F. Capasso, S. Sen, A. Y. Cho, A. C. Gossard and R. A. Spah: *Solid State Electronics*, **31**, 723 (1988).
23. Observation of resonant tunneling through compositionally graded parabolic quantum well; S. Sen, F. Capasso, A. C. Gossard, R. A. Spah, A. L. Hutchinson and S. N. G. Chu: *Appl. Phys. Lett.*, **51**, 1428 (1987).
24. Room temperature operation of  $\text{Ga}_{0.47}\text{In}_{0.53}\text{As}/\text{Al}_{0.48}\text{In}_{0.52}\text{As}$  resonant tunneling diodes; S. Sen, F. Capasso, A. L. Hutchinson and A. Y. Cho: *Electronics Lett.*, **23**, 1229 (1987).
25. Integration of GaAs/AlAs resonant tunneling diodes for digital and analog applications with reduced circuit complexity; S. Sen, F. Capasso and A.Y. Cho: *IEEE GaAs IC Symp. Tech. Digest 1987*, p. 61, Portland, OR, USA (1987).
26. Resonant tunneling device with multiple negative differential resistance: Digital and signal processing applications with reduced circuit complexity; S. Sen, F. Capasso, A. Y. Cho and D. Sivco: *IEEE Trans. Electron Dev.*, **ED-34**, 2185 (1987).
27. Resonant tunneling: Physics, new transistors and superlattice devices; F. Capasso, S. Sen, and A. Y. Cho: *Quantum Well and Superlattice Phys.*, **SPIE-792**, 10 (1987).
28. Physics and new device applications of resonant tunneling in quantum well heterostructures; F. Capasso, S. Sen, A. Y. Cho: *Physica Scripta*, **T-19**, 199 (1987).

29. The resonant tunneling field-effect transistor: A new negative transconductance device; S. Sen, F. Capasso, F. Beltram and A. Y. Cho: *IEEE Trans. Electron. Dev.*, **ED-34**, 1768 (1987).
30. Negative transconductance resonant tunneling field-effect transistor; F. Capasso, S. Sen, and A. Y. Cho: *Appl. Phys. Lett.*, **51**, 526 (1987).
31. Resonant tunneling device with multiple negative differential resistance and demonstration of a three-state memory cell for multiple valued logic applications; F. Capasso, S. Sen, A.Y. Cho, D. Sivco: *IEEE Electron Dev. Lett.*, **EDL-8**, 297 (1987).
32. Resonant tunneling spectroscopy of hot minority electrons injected in gallium arsenide quantum wells; F. Capasso, S. Sen, A. Y. Cho and A. L. Hutchinson: *Appl. Phys. Lett.*, **50**, 930 (1987).
33. Resonant tunneling gate field effect transistor; F. Capasso, S. Sen, F. Beltram and A. Y. Cho: *Electronics Lett.*, **23**, 225 (1987).
34. Resonant tunneling electron spectroscopy; F. Capasso, S. Sen, A. Y. Cho and A. L. Hutchinson: *Electronics Lett.*, **23**, 28 (1987).
35. Quantum well resonant tunneling bipolar transistor operating at room temperature; F. Capasso, S. Sen, A. C. Gossard, A. L. Hutchinson and J. H. English: *IEEE Electron Dev. Lett.*, **EDL-7**, 573 (1986); also in *IEEE IEDM Tech. Digest 1986*, p. 282.
36. Hot electron resonant tunneling through a quantum well: A new electron spectroscopy; F. Capasso, S. Sen, A. Y. Cho and A. L. Hutchinson: *Gallium Arsenide and Related Compounds 1986*, Ed: W. T. Lindley, **83**, 539 (1986).
37. An anodic oxidation technique for the growth of transparent conducting layers of SnO<sub>2</sub>; S. Dhar, S. Sen and D. Biswas: *J. Electrochem. Soc.*, **132**, 2030 (1985).
38. Equivalent circuit of a gap in the central conductor of coaxial lines; Susanta Sen and P. K. Saha: *IEEE Trans. Microwave Theory and Tech.*, **MTT-30**, 2026 (1982).
39. Resonant modes in re-entrant cavities; Susanta Sen, P. K. Saha and B. R. Nag: *The Radio and Electronic Engr.*, **50**, 113 (1980).
40. New cavity *perturbation* technique for microwave measurement of dielectric constants; Susanta Sen, P. K. Saha and B. R. Nag: *Rev. Sci. Instrum.*, **50**, 1594 (1979).
41. Hysteresis effect in coaxial line Gunn oscillators; S. Sen: *J.I.E.T.E.*, **25**, 397 (1979).
42. Method of measuring loaded Q-factor of single ended cavity resonators using reflection bridge; G. Ghosh, Susanta Sen, D. Dasgupta and P. K. Saha: *Rev. Sci. Instrum.*, **49**, 378 (1978).

#### B. Book Chapters :

1. Quantum Electron Devices: Physics and Applications; F. Capasso, F. Beltram, S. Sen, A. Palevski and A. Y. Cho: Chapter-1 in *High Speed Heterostructure Devices*, Vol. Eds: R. A. Kiehl and T. C. L. G. Sollner: *Semiconductors and Semimetals Vol. 41*, Eds: R. K. Willardson, A. C. Beer and E. R. Weber, pp. 1-77, Academic Press, New York (1994).
2. Photonic and Electronic Devices Based on Artificially Structured Semiconductors; F. Beltram, F. Capasso and S. Sen: Chapter-10 in *Electronic Materials*, Ed: J. R. Chelikowski and A. Franciosi, pp. 233-285, Springer-Verlag, Berlin Heidelberg (1991).
3. Quantum Electron Devices; F. Capasso, S. Sen and F. Beltram: in *High Speed Semiconductor Devices*, Ed: S. M. Sze, John Wiley, New York (1990).
4. Physics and device applications of resonant tunneling; F. Capasso, S. Sen, F. Beltram and A. Y. Cho: Chapter-7 in *Physics of Quantum Electron Devices*, Ed: F. Capasso, pp. 181-252, Springer-Verlag, Berlin Heidelberg (1990).

5. Resonant tunneling diodes and transistors: Physics and circuit applications; S. Sen, F. Capasso and F. Beltram: Chapter-5 in *Introduction to Semiconductor Technology: GaAs and Related Compounds*, Ed: C. Wang, pp. 231-301, John Wiley, New York (1990).
6. Resonant tunneling devices and their application; F. Capasso, S. Sen, F. Beltram and A. Y. Cho: Chapter-5 in *Submicron Integrated Circuits*, Ed: R. K. Watts, p. 204, John Wiley, New York (1989).

C. Conference (Contributed) :

1. Optical properties of AlN/GaN MQWs grown by Molecular Beam Epitaxy; coauthors: Chirantan Singha, Pallabi Pramanik, Sayantani Sen, Alakananda Das, Abhra Shankar Roy, Susanta Sen, Anirban Bhattacharyya, **National Conference on Semiconductor Materials and Devices (NCSMD-2016)**, IIT Jodhpur, March 2016.
2. III-Nitride Materials Grown by MBE for Deep Ultraviolet Detectors; co-authors: Sayantani Sen, Pallabi Pramanik, Chirantan Singha, Abhra Shankar Roy, Alakananda Das, Susanta Sen, Anirban Bhattacharyya, **6<sup>th</sup> International Conference on Computers and Devices for Communication (CODEC-2015)**, Institute of Radio Physics and Electronics, University of Calcutta, December 2015.
3. Photoconductive and MSM Photodetectors based on AlGaIn Multiple Quantum Wells; co-authors: Sayantani Sen, Pallabi Pramanik, Chirantan Singha, Abhra Shankar Roy, Alakananda Das, Susanta Sen, Anirban Bhattacharyya, **18<sup>th</sup> International Workshop on Physics of Semiconductor Devices (IWPSD-2015)**, IISc Bangalore, December 2015.
4. Design of AlGaIn Quantum Well based Resonant Cavity Enhanced Photodetector; co-authors: Chirantan Singha, Pallabi Pramanik, Sayantani Sen, Alakananda Das, Anirban Bhattacharyya, **18<sup>th</sup> International Workshop on Physics of Semiconductor Devices (IWPSD-2015)**, IISc Bangalore, December 2015.
5. Solar Blind Photodetectors based on AlGaIn Bulk Films; Sayantani Sen, Pallabi Pramanik, Chirantan Singha, Alakananda Das, Abhra Shankar Roy, Anirban Bhattacharyya; **Workshop on Photonics Imaging and Sensing**, Centre for Research in Nanoscience and Nanotechnology, University of Calcutta, March 2015.
6. Study on the AlGaIn/AlGaIn Multiple Quantum Well Structures grown by Plasma Assisted Molecular Beam Epitaxy; co-authors: Chirantan Singha, Pallabi Pramanik, Sayantani Sen, Abhra Shankar Roy, Alakananda Das, Anirban Bhattacharyya, **Workshop on Photonics Imaging and Sensing**, Centre for Research in Nanoscience and Nanotechnology, University of Calcutta, March 2015.
7. Solar Blind Photodetectors based on AlGaIn Bulk Films and Quantum Wells; co-authors: Sayantani Sen, Pallabi Pramanik, Chirantan Singha, Alakananda Das, Abhra Shankar Roy, Anirban Bhattacharyya; **2<sup>nd</sup> IEEE International Conference on Emerging Electronics (ICEE 2014)**, IISc Bangalore, December 2014.
8. Theoretical and Experimental Studies on AlGaIn Multiple Quantum Wells for Ultraviolet Emitters; co-authors: Chirantan Singha, Pallabi Pramanik, Sayantani



- Sen, Alakananda Das, Abhra Shankar Roy, Anirban Bhattacharyya 2<sup>nd</sup> IEEE International Conference on Emerging Electronics (ICEE 2014), IISc Bangalore, December 2014.
9. Growth of bulk AlGa<sub>N</sub> films and AlN / GaN Quantum Wells by Plasma Assisted Molecular Beam Epitaxy; co-authors: Pallabi Pramanik, Sayantani Sen, Chirantan Singha, Alakananda Das, Abhra Shankar Roy, S. Dhar, Anirban Bhattacharyya International Union of Materials Research Societies-International Conference in Asia-2013 (IUMRS-ICA-2013), IISc Bangalore, December 2014.
  10. Study of substrate induced strained-Si/Si-Ge channel for optimizing CMOS digital circuit characteristics; co-authors: Sanatan Chattopadhyay and Bratati Mukhopadhyay; International Conference on Computers and Devices for Communication (CODEC – 2012), Kolkata, Dec. 17-19, 2012.
  11. Fast and Computationally Efficient Boundary Detection Technique for Medical Images; co-authors: A. Das and P. Goswami; Proc. American Physical Society (APS) March Meeting 2011, 21-25 March, 2011, Dallas, Texas, USA (<http://meetings.aps.org/Meetings/MAR11/Event/143050>).
  12. Nanostructured Solar Cells: The Next Generation Photovoltaics; Co-authors: Sanatan Chattopadhyay and Anirban Bhattacharyya; Joint Workshop on "Green Energy" with focus on "Cognitive Networks and Spectrum Management", Aalborg University, Aalborg, Denmark (May 31 – June 2, 2010).
  13. Analysis of process induced stress in the channel of nano-scale CMOS devices with TiN liner; Co-authors: B. N. Chowdhury, S. Chattopadhyay, in proceedings of the International Conference on Communications, Computers & Devices (ICCCD-2010), I. I. T. Kharagpur (2010), India.
  14. Could tsunami affect total ozone column? Co-authors: D. K. Chakraborty, N. N. Purkait and Sanghamitra De; Indian National Conference of URSI – INCURSI 07 (Golden Jubilee of Radio Science in India), National Physical Laboratory, New Delhi, Feb. 21-24, 2007.
  15. Surface Ozone Scenario at and around Kolkata; Co-authors: Sanghamitra De, D. K. Chakraborty and N. N. Purkait; National Space Science Symposium – 2006, Dept. of Physics, Andhra University, Vishakhapatnam, Feb. 9-12, 2006.
  16. Measurement of Total Columnar Ozone at Kolkata using Ground and Satellite Based Instrument; Co-authors: Sanghamitra De, D. K. Chakraborty and N. N. Purkait; National Space Science Symposium – 2006, Dept. of Physics, Andhra University, Vishakhapatnam, Feb. 9-12, 2006.
  17. In<sub>0.53</sub>Ga<sub>0.47</sub>As/InP Quantum-Well Infrared Photodetectors Grown Using Metal-Organic Vapor Phase Epitaxy; Co-authors: A. Mazumdar, A. Shah, M. Gokhale, S. Ghosh, and B. M. Arora; International Conference on Computers and Devices for Communication (CODEC-04), Kolkata, Jan. 1-3, 2004.
  18. An investigation of imperfections in InGaAs/InP p-I-n/HBT OEIC structures grown by MOVPE; Co-authors: M. R. Gokhale, B. M. Arora, A. P. Shah, A. Bhattacharya and K. S. Chandrasekaran; International Conference on Fiber Optics and Photonics, (Photonics- 2000), Calcutta, India (Dec., 2000).
  19. Software error correction takes care of analog to digital converter nonlinearity; Co-authors: S. Pradhan and T. Samanta; All India Seminar on Integrated Electronics, Roorkee, India (March 1993).

20. Design of microprocessor based instruments for 50 Hz compatibility; Co-authors: S. Pradhan and P. Kundu, **International Conference on Electromagnetic Interference and Compatibility**, Calcutta, India (Dec 1992)
21. The design of resonant tunneling transistors; Co-authors: F. Capasso and A. Y. Cho: **National Conference on Electronic Circuits and Systems**, Roorkee, India (Nov. 1989).
22. Multiple state resonant tunneling bipolar transistor operating at room temperature with high current gain and its circuit applications; Co-authors: F. Capasso, A. Y. Cho and D. L. Sivco: **IEEE International Electron Device Meeting 1988**, San Francisco, CA, USA (Dec. 12-14, 1988).
23. Stacked double barriers and their application in novel multi-state resonant tunneling bipolar transistors; Co-authors: F. Capasso, A. Y. Cho and D. L. Sivco: **15th International Symposium on Gallium Arsenide and Related Compounds**, Atlanta, GA, USA (Sept. 11-14, 1988).
24. Observation of resonant tunneling through a compositionally graded parabolic quantum well; Co-authors: F. Capasso, A. C. Gossard, R. A. Spah and A. L. Hutchinson: **IEEE International Electron Device Meeting 1987**, Washington, DC, USA (Dec. 6-9, 1987).
25. Integration of GaAs/AlAs resonant tunneling diodes for digital and analog applications with reduced circuit complexity; Co-authors: F. Capasso and A. Y. Cho: **IEEE Gallium Arsenide IC Symp. 1987**, Portland, OR, USA (Oct. 13-16, 1987).
26. Negative transconductance resonant tunneling field effect transistors and monolithically integrated resonant tunneling diodes; Co-authors: F. Capasso and A. Y. Cho: **8th Molecular Beam Epitaxy Workshop**, Los Angeles, CA, USA (Sept. 9-11, 1987).
27. Resonant tunneling transistors and hot electron spectroscopy; Co-authors: F. Capasso, A. Y. Cho and A. C. Gossard: **Third International Conference on Superlattices, Microstructures and Microdevices**, Chicago, IL, USA (Aug. 17-20, 1987).
28. Quantum well resonant tunneling bipolar transistor operating at room temperature; Co-authors: F. Capasso, A. C. Gossard, A. L. Hutchinson and J. H. English: **IEEE International Electron Device Meeting 1986**, Los Angeles, CA, USA (Dec. 7-10, 1986).
29. Hot electron resonant tunneling through a quantum well: A new electron spectroscopy; Co-authors: F. Capasso, A. Y. Cho and A. L. Hutchinson: **13th International Symp. on Gallium Arsenide and Related Compounds**, Las Vegas, NV, USA (Sept. 28 - Oct. 1, 1986).
30. Etchants for orienting InP; Co-authors: S. Dhar and D. Biswas: **Third Nat. Seminar on the Physics of Semiconductor Devices**, IISc, Bangalore, India (Jan., 1984).
31. A. Microprocessor controlled digital temperature monitor; Co-author: A. Banerji: **Second Internat. Symp. on Instrumentation**, IIST, Calcutta, India (Dec. 16 -18, 1983).
32. A digital power factor meter; Co-author: D. Biswas: **Second Internat. Symp. on Instrumentation**, IIST, Calcutta, India (Dec. 16 -18, 1983).
33. Some chemical etchants for InP; Co-author: S. Dhar: **Second Internat. Workshop on the Physics of Semiconductor Devices (IWPSD)**, Delhi, India (1983).

D. Conference (Invited) :

1. CMOS Process Flow, **Photonics, Electronics, Nano-technology, Integrated Circuits and Systems (PHOENICS – 2016)**: an UGC NRCPS outreach program of the Institute of Radio Physics and Electronics in collaboration with Tripura University, Agartala, March 02 – 05, 2016.
2. CMOS Logic Design, **Photonics, Electronics, Nano-technology, Integrated Circuits and Systems (PHOENICS – 2016)**: an UGC NRCPS outreach program of the Institute of Radio Physics and Electronics in collaboration with Tripura University, Agartala, March 02 – 05, 2016.
3. From Electronics to Photonics: The World scenario and We, *Keynote Address, Photonics, Electronics, Nano-technology, Integrated Circuits and Systems (PHOENICS – 2016)*: an UGC NRCPS outreach program of the Institute of Radio Physics and Electronics in collaboration with Tripura University, Agartala, March 02 – 05, 2016.
4. Digital CMOS Design: How to make both ends meet, **National Institute of Technology, Patna, Foundation Day Lecture**, NIT Campus, Patna, January 28, 2015.
5. Electronics: The twentieth century wonder and the role of the University of Calcutta, **Bharat-Nepal Siksha Maitree Karyakram**, University of Calcutta, Nov. 12, 2014.
6. CMOS VLSI Design, **Winter School on Advances in Semiconductors, Communication Electronics and Nano-technology (ASCENT – 2014)**, UGC NRCPS Program of the Institute of Radio Physics and Electronics in collaboration with National Institute of Technology, Yupia, Arunachal Pradesh, May 26 – 30, 2014.
7. Electronics: Its emergence as a discipline in the twentieth century and the role of the University of Calcutta, *Keynote Address in Winter School on Advances in Semiconductors, Communication Electronics and Nano-technology (ASCENT – 2014)*, UGC NRCPS Program of the Institute of Radio Physics and Electronics in collaboration with National Institute of Technology, Yupia, Arunachal Pradesh, May 26 – 30, 2014.
8. Growth of AlGaN alloys by Molecular Beam Epitaxy and development of Optoelectronic Devices based on them, **National Workshop on III-Nitride Materials and Devices**, SSPL Delhi (Dec 2013).
9. Digital Design using FPGA, *Embedded Tutorial in International Symposium on Electronic System Design (ISED)*, Kolkata, India, December 19 – 22, 2012.
10. Nanoelectronics Research in the University of Calcutta, **International Workshop on Nanotechnology**, Dhaka, Bangladesh, Sept. 21 – 23, 2012.
11. Nanoelectronics Research in the University of Calcutta, **Canada-India Frontiers Workshop**, York University, Toronto, Ontario, Canada, October 11-12, 2011.
12. CMOS and beyond: From micro to nano electronics, **Workshop on Challenges in Electronics**, Saha Institute of Nuclear Physics (SINP), Nov. 27, 2009.
13. Nanotechnology and its challenges in electronics, **One-day Seminar on Nanotechnology** organized by BIT-Kolkata, Indian Association for the Cultivation of Science (IACS), Kolkata, Jan. 30, 2009.

14. FPGA and HDL: A reconfigurable platform; **National Workshop on Signal Processing and its application to Software Defined Radio**, Govt. College of Engineering and Ceramic Technology, Kolkata, Jan. 11-12, 2008.
15. Information and communication technology scenario in the coming decade: Indian opportunities and the role of academics; **International Conference on Information Technology**, Haldia Institute of Technology, March 22, 2007.
16. A brief history of initial phase of development of electronic science in India; Co-authors: M. H. Engineer, P. K. Saha and P. K. Basu: **Indian National Conference of URSI – INCURSI 07 (Golden Jubilee of Radio Science in India)**, National Physical Laboratory, New Delhi, Feb. 21-24, 2007.
17. Emerging Issues in VLSI Scaling: Approaching the Quantum Confinement Limit; **IEEE India Conference (INDICON 2004)**, Indian Institute of Technology, Kharagpur (Dec. 21-22, 2004).
18. Quantum well light modulators; **Material Surfaces and Interfaces**, Institute of Physics, Bhubaneswar, India (April 10-12, 1995).
19. Resonant tunneling transistors: Design, application and prospects; **Hitachi Cambridge Laboratory, University of Cambridge**, Cambridge, UK (Dec. 17, 1993).
20. Resonant tunneling transistors: Their development and applications; **Center for High Frequency Microelectronics, University of Michigan**, Ann Arbor, MI, USA (Oct. 29, 1993).
21. Resonant tunneling devices: Prospects and recent trends in research; **Centre National de la Recherche Scientifique (CNRS)**, Grenoble, France (Sept. 15, 1993).
22. New optical phenomenon in quantum wells and superlattices; Solid State Electronics Group Seminar, **Tata Institute of Fundamental Research**, Bombay, India (June 4, 1993).
23. Tunneling through heterostructures; **BARC Physics Colloq.**, Bhabha Atomic Research Centre, Trombay, Bombay, India (May 26, 1993).
24. Boundary conditions at the interfaces of nonparabolic semiconductors; Solid State Electronics Group Seminar, **Tata Institute of Fundamental Research**, Bombay, India (June 8, 1992).
25. Quantum tunneling phenomenon: The path to functional devices; **DAE National Symp. on Solid State Physics**, Varanasi, India (Dec. 1991).
26. Resonant tunneling diodes and transistors: Electronic Devices for the twenty-first century; A course of 4 talks delivered as **Visiting Professor** at the **Tata Institute of Fundamental Research**, Bombay, India (Dec. 1990).
27. Resonant tunneling bipolar transistors: Physics and circuit applications; **Professor S. K. Mitra Birth Centenary Memorial Lecture**, Institute of Radio Physics and Electronics, Calcutta University, Calcutta, India (Aug. 24, 1990).
28. Resonant tunneling: Its prospects and promises; **Colloq. at the Solid State Physics Laboratory**, Delhi, India (May 1990).
29. Physics and device applications of resonant tunneling; **Colloq. at the Seeker Head Laboratory - RCI (DRDO)**, Hyderabad, India (Dec. 7, 1989).

30. Resonant tunneling transistors; **School on Optoelectronic Materials and Devices**, TIFR, Bombay, India (Aug. 29 - Sept. 6, 1989).
31. Perpendicular transport through quantum wells and superlattices; **School on Optoelectronic Materials and Devices**, TIFR, Bombay, India (Aug. 29 - Sept 6, 1989).
32. Resonant tunneling transistors and circuits; Co-author: F. Capasso: **US Air Force Office of Scientific Research Workshop on Quantum Electronic Devices**, Atlanta, GA, USA (Sept. 15-16, 1988).
33. Microelectronics; **Recent Trends in Physics Research**, Indian Physics Association, Calcutta Chapter, Calcutta, India (Sept. 1981).

E. Patents :

1. Sequential quenching resonant tunneling transistor; US Patent No. 4,999,697 dated March 12, 1991. Co-inventors: F. Capasso and A. Y. Cho.
2. Apparatus including resonant tunneling device having multiple-peak current-voltage characteristics; US Patent No. 4,902, 912 dated Feb. 20, 1990. Co-inventors: F. Capasso, A. Y. Cho, M. Shoji and D. Sivco.
3. Resonant tunneling device and mode of device operation; US Patent No. 4,853,753 dated Aug. 1, 1989. Co-inventors: F. Capasso and A. Y. Cho.
4. An alloy for soldering/brazing Aluminium; Indian Patent application No. 1134/Cal/1978-K dated Oct. 20, 1978. Patent sealed under No. 150909. Co-inventor: S. Dhar.

36



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Arun C Minz &lt;minzac@gmail.com&gt;

## Fwd: Follow up

Anupam Basu (অনুপম বসু) <anupambas@gmail.com>  
 To: Arun C Minz <minzac@gmail.com>

Fri, Jun 1, 2018 at 1:24 PM

অনুপম বসু  
 Anupam Basu  
 Director  
 National Institute of Technology, Durgapur  
 &  
 Professor (on-lien)  
 Dept. of Computer Science & Engineering (CSE)  
 IIT Kharagpur 721302

----- Forwarded message -----

From: **Susanta Sen** <susanta.rpe@gmail.com>  
 Date: Mon, May 14, 2018 at 12:37 PM  
 Subject: Re: Follow up  
 To: "Anupam Basu (অনুপম বসু)" <anupambas@gmail.com>

Dear Anupam,

Sorry for an inadvertent error in my previous mail.  
 The DA during my last drawn salary was @75%.

Best wishes,

Susanta da

\*\*\*\*\*  
 Prof. Susanta Sen  
 Institute of Radio Physics & Electronics  
 University of Calcutta  
 92 A.P.C. Road, Kolkata - 700 009, INDIA  
 Phone: +(91) (33) 2350-9115 Ext. 36  
 FAX : +(91) (33) 2351-5828  
 \*\*\*\*\*

On Mon, May 14, 2018 at 12:35 PM, Susanta Sen <susanta.rpe@gmail.com> wrote:

> Dear Anupam,  
 >  
 > My last drawn salary was Rs. 70,310/- (Basic).  
 > The total perhaps was was Rs. 1,29,343/- (with 85% DA + Rs. 6,000/-  
 > HRA + Rs. 300 Med. Allowance)  
 >  
 > My Pension is Rs. 21,093/- (Basic: 30% of last drawn basic under CPF scheme)  
 > The present total is Rs. 42,468/- (with 100% DA + Rs. 300/- Med. Allowance).  
 >  
 > Best wishes,  
 >  
 > Susanta da  
 > \*\*\*\*\*  
 > Prof. Susanta Sen  
 > Institute of Radio Physics & Electronics  
 > University of Calcutta  
 > 92 A.P.C. Road, Kolkata - 700 009, INDIA  
 > Phone: +(91) (33) 2350-9115 Ext. 36  
 > FAX : +(91) (33) 2351-5828  
 > \*\*\*\*\*

38

>  
>  
> On Mon, May 14, 2018 at 11:43 AM, Anupam Basu (অনুপম বসু)

> <anupambas@gmail.com> wrote:

>> Dear Susanta da,

>>

>> May I know your last drawn salary and the pension amount please.

>>

>> Regards,

>>

>> Anupam

>>

>> অনুপম বসু

>> Anupam Basu

>> Director

>> National Institute of Technology, Durgapur

>> &

>> Professor (on-lien)

>> Dept. of Computer Science & Engineering (CSE)

>> IIT Kharagpur 721302

>>

>> On Thu, Apr 26, 2018 at 1:08 PM, Susanta Sen <susanta.rpe@gmail.com> wrote:

>>>

>>> Dear Prof. Basu,

>>>

>>> Attached are my brief Resume and List of Publications.

>>>

>>> Regards,

>>>

>>> Susanta Sen

>>>

>>> \*\*\*\*\*

>>> Prof. Susanta Sen

>>> Institute of Radio Physics & Electronics

>>> University of Calcutta

>>> 92 A.P.C. Road, Kolkata - 700 009, INDIA

>>> Phone: +(91) (33) 2350-9115 Ext. 36

>>> FAX : +(91) (33) 2351-5828

>>>

>>> \*\*\*\*\*

>>>

>>>

>>> On Wed, Apr 25, 2018 at 9:57 AM, Anupam Basu (অনুপম বসু)

>>> <anupambas@gmail.com> wrote:

>>> > Dear Prof. Sen,

>>> >

>>> > Can you please send me a copy of your resume?

>>> >

>>> > Regards,

>>> >

>>> > Anupam

>>> >

>>> > অনুপম বসু

>>> > Anupam Basu

>>> > Director

>>> > National Institute of Technology, Durgapur

>>> > &

>>> > Professor (on-lien)

>>> > Dept. of Computer Science & Engineering (CSE)

>>> > IIT Kharagpur 721302

>>>

>>





Arun C Minz &lt;minzac@gmail.com&gt;

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**Fwd:**

---

Anupam Basu (অনুপম বসু) <anupambas@gmail.com>  
To: Arun C Minz <minzac@gmail.com>

Mon, May 14, 2018 at 12:35 PM

অনুপম বসু  
Anupam Basu  
Director  
National Institute of Technology, Durgapur  
&  
Professor (on-lien)  
Dept. of Computer Science & Engineering (CSE)  
IIT Kharagpur 721302

----- Forwarded message -----

From: **Bhabani Sinha** <sinha.bhabani@gmail.com>  
Date: Mon, May 14, 2018 at 12:09 PM  
Subject: Re:  
To: anupam@cse.iitkgp.ernet.in, "Anupam Basu (অনুপম বসু)" <anupambas@gmail.com>

Dear Anupam,

Please find attached my CV as desired by you.

Please note that my last gross salary at Indian Statistical Institute at the time of my retirement (April 30, 2017) was Rs. 2,10,000 (approx) in the pre-revised scale (according to 6th pay commission recommendation). I have no idea about what the gross salary would have been according to the 7th pay commission recommendation.

Kindly note that I used to receive Rs. 15,000 pm as an additional pay for being a fellow of at least two academies of the country.

Right now at SOA university, I am getting a consolidated pay of Rs. 2,10,000 plus fully furnished accommodation and office transport.

If you have any further query, please feel free to ask me.

On Tue, Feb 6, 2018 at 12:58 PM, Bhabani Sinha <sinha.bhabani@gmail.com> wrote:

Dear Anupam,

I suddenly discovered today that my earlier mail to you was sent to anupam.bas@gmail.com, whereas the correct address should be anupambas@gmail.com. I guess, therefore, that you might have not received my updated CV as desired by you and so didn't hear from you in this regard.

However, I am attaching my updated CV along with this mail for your perusal. Please let me know if anything turns out at either NIT or IIIT. I am seriously thinking of discontinuing my current assignment with immediate effect.

Looking forward to hear from you and with best wishes,

Bhabani-da

On Sat, Sep 23, 2017 at 2:54 AM, Bhabani Sinha <sinha.bhabani@gmail.com> wrote:

Dear Anupam,

As desired by you, I am attaching a CV of myself to this mail for your reference.


Thanks and all the best wishes,

Bhabani-da



Dr. Bhabani P Sinha. IEEE Fellow  
 Distinguished Professor  
 Department of Computer Science and Engineering  
 SOA University, Bhubaneswar - 751030  
 Former Professor (Higher Academic Grade) and Dean, Indian Statistical Institute  
 Distinguished Adjunct Professor, NIT Arunachal Pradesh  
 Voice :+(91)-9433-00-9433  
 Homepage : [www.isical.ac.in/~bhabani](http://www.isical.ac.in/~bhabani)  
 Email : [sinha.bhabani@gmail.com](mailto:sinha.bhabani@gmail.com)

Dr. Bhabani P Sinha. IEEE Fellow  
 Distinguished Professor, SoA University  
 Former Professor (Higher Academic Grade) and Dean, Indian Statistical Institute  
 Dept. of Computer Science & Engineering  
 ITER Campus, Khandagiri, Bhubaneswar - 751030  
 Voice :+(91)-9433-00-9433  
 Homepage : [www.isical.ac.in/~bhabani](http://www.isical.ac.in/~bhabani)  
 Email : [sinha.bhabani@gmail.com](mailto:sinha.bhabani@gmail.com)

 CV-March 2018.docx  
51K

41

**CURRICULUM VITAE**  
of  
**Professor Bhabani P. Sinha**

**PERSONAL DATA**

**Current Position:** Distinguished Professor  
**Affiliation:** Department of Computer Science and Engineering  
Siksha 'O' Anusandhan University  
Bhubaneswar, Odisha - 751030

**Last Position:** Professor (Higher Academic Grade), retired on April 30, 2017  
**Affiliation:** Advanced Computing and Microelectronics Unit  
Indian Statistical Institute, Calcutta, India

**Date of Birth:** April 4, 1952

**Nationality:** Indian

**Mailing Address:**  
Department of Computer Science and Engineering  
ITER Campus, SOA University  
Bhubaneswar - 751030, INDIA  
e-mail : sinha.bhabani@gmail.com  
Voice: +91-9433-00-9433

**EDUCATION**

- Ph. D., University of Calcutta, 1979, Radiophysics and Electronics (Subject Area: *Computer Science*).
- M. Tech., University of Calcutta, 1975, Radiophysics and Electronics.
- B. Tech., University of Calcutta, 1973, Radiophysics and Electronics.
- B. Sc. (Honours in Physics), University of Calcutta, 1970.

**PROFESSIONAL EXPERIENCE**

1. Department of Posts and Telegraph, Government of India - *Assistant Divisional Engineer Telegraph* (08/1976 to 09/1976)
2. Indian Statistical Institute, Calcutta :
  - *Professor (Higher Academic Grade)* (07/2011 till 04/2017)
  - *Professor* (12/1987 to 06/2011)
  - *Associate Professor* (01/1982 to 11/1987)
  - *Computer Engineer* (10/1976 to 12/1981)
  - *Dean of Studies* (09/2010 to 09/2012)

- *Head of the Advanced Computing and Microelectronics Unit* (01/1993 to 05/2001, 06/2004 to 09/2010)
  - *Professor-in-charge of Computer and Communication Sciences Division* (09/1998 to 08/2000)
3. SOA University, Bhubaneswar, India, Distinguished Professor (07/2017 till date).
  4. National Institute of Technology, Arunachal Pradesh, Distinguished Adjunct Professor (04/2014 till date)
  5. Clemson University<sup>+</sup>, Clemson, USA, Department of Computer Science - *Visiting Professor*, 08/2001 to 08/2002.
  6. Indian Institute of Technology<sup>+</sup>, Kharagpur - *Indian Space Research Organization Chair Professor*, 07/2000 to 12/2000.
  7. University of Central Florida<sup>+</sup>, Orlando, USA - *Visiting Professor*, School of Computer Science (09/1998 to 11/1998).
  8. Southern Illinois University<sup>+</sup>, Carbondale, USA - *Visiting Associate Professor*, Department of Computer Science (05/1986 to 12/1987).
  9. Alexander von Humboldt Foundation fellow<sup>+</sup> - Informatik Kolleg, GMD, Bonn (02/1980 to 09/1981), University of Saarbruecken, Saarland (09/1990 to 01/1991), University of Karlsruhe (09/2003 to 12/2003).

---

<sup>+</sup> *On academic leave from Indian Statistical Institute, Calcutta, India*

## HONORS AND AWARDS

1. *Fellow of the IEEE, USA.*
2. *Fellow of the Indian National Academy of Engineering.*
3. *Fellow of the National Academy of Sciences, India.*
4. *Fellow of the Institution of Electronics and Telecommunication Engineers, India.*
5. *Fellow of the West Bengal Academy of Science and Technology.*
6. *M. K. Singal Memorial Award of the Indian Science Congress Association in 2012 (the award was handed over by the Hon'ble Prime Minister of India) for significant and lifetime contributions to the development of Science and Technology.*
7. *Ram Lal Wadha Medal from the Institution of Electronics and Telecommunication Engineering, India in 2012 for outstanding original contribution in the field of electronics and telecommunication engineering during the last ten years.*
8. *Eminent Engineer Award from the Institute of Engineers, India in 2008.*
9. *Award for Faculty Excellence from Clemson University, South Carolina, USA in 2002.*

10. *Homi J. Bhaba Award* of the University Grants Commission, India, in 1998, for outstanding contributions to Applied Sciences.
11. *Alexander von Humboldt Foundation Fellowship* of Germany during 1979-81, 1990-91 and 2003.
12. *S. K. Mitra Memorial Award* of the Institution of Electronics and Telecommunication Engineers, India in 1977 for the best research publication of the year in the Journal of IETE.
13. *Gold medals* from the University of Calcutta for securing *first position in order of merit* in the B. Sc. (1970) examination, *first position in order of merit* in the B. Tech. (1973) examination and *first position in order of merit* in the M. Tech. (1975) examination of Calcutta university.
14. *National Scholarship* on the basis of the results of the Higher Secondary Examination, 1967 of West Bengal.

## PROFESSIONAL MEMBERSHIP

1. Fellow of the IEEE, USA
2. Fellow of the Indian National Academy of Engineering
3. Fellow of the National Academy of Sciences, India
4. Fellow of the Institution of Electronics and Telecommunication Engineers, India
5. Fellow of the West Bengal Academy of Science and Technology

## COURSES TAUGHT (in India and Abroad)

Computer Organization, Computer Architecture, Data Structures, Design and Analysis of Algorithms, Operating Systems, Computer Networks, Data Base Management Systems, Software Engineering, Parallel Architectures and Algorithms, Mobile Computing.

## RESEARCH INTERESTS

Published research papers in the following areas:

- |  |                             |
|--|-----------------------------|
| 1. Microprogramming                      | 2. Computer Arithmetic      |
| 3. Fault Diagnosis                       | 4. Graph Algorithms         |
| 5. Parallel Architectures and Algorithms | 6. Interconnection Networks |
| 7. Wireless Networks & Mobile Computing  |                             |

Recent research interests are in the areas of *Mobile Computing, Social Computing, Ad hoc and Sensor Networks, Cognitive Radio Networks, Low-Power Wireless Networks, and Algorithms.*

## RESEARCH GUIDANCE

### a) List of students who have been awarded Ph.D. degree:

1. Suranjan Ghose (1988), Jadavpur University, Calcutta
2. Krishnendu Mukhopadhyaya (1994), Indian Statistical Institute, Calcutta
3. Rajib K. Das (1995), Indian Statistical Institute, Calcutta
4. Srabani Mukhopadhyaya (1997), Indian Statistical Institute, Calcutta
5. Mallika De (1997), Jadavpur University, Calcutta
6. Debasish Das (1998), Indian Statistical Institute, Calcutta
7. Prasanta K. Jana (2000), Jadavpur University, Calcutta
8. Sasthi C. Ghosh (2004), Indian Statistical Institute, Calcutta
9. Amitava Sen (2010), Jadavpur University, Calcutta
10. Rabindranath Ghosh (2013), Jadavpur University, Calcutta
11. Goutam K. Audhya (2014), Jadavpur University, Calcutta
12. Ansuman Bhattacharya (2016), University of Calcutta

### b) List of students who have registered for Ph.D. degree:

1. Pratham Majumder, University of Calcutta
2. Sayan Sen Sarma, University of Calcutta

## SPONSORED RESEARCH (EXTERNALLY FUNDED)

1. *Design and Analysis of Cryptographic Algorithms*, DRDO funded project, Principal Investigator, 2012-2014.
2. *Compilation and Optimization of Reconfigurable Co-processors*, Indo-French Center for the Promotion of Advanced Research (IFCPAR), Co-investigator (in collaboration with IRISA, France), 1999-2002.

## PROFESSIONAL ACTIVITIES

- Subject Area Editor (Algorithms) of the *Journal of Parallel and Distributed Computing (Elsevier)*, 2008-2011.
- Associate Editor of the *IEEE Transactions on VLSI Systems*, 1998-2000.
- General Co-Chair, Ninth IEEE International Conference on Advanced Networks and Telecommunications (IEEE ANTS 2015).
- General Co-chair, Sixth International Conference on High - Performance Computing (HiPC'99).
- General Co-chair, Sixth International Workshop on Distributed Computing (IWDC 2004).

- **General Chair**, International Workshop on Mobile Computing, Tezpur, Assam, India, 2000.
- **Conference Chair**, International Conference on Radar, Communication and Computing (ICRCC 2012), Tiruvannamalai, India, Dec. 2012.
- **Program Co-Chair**, ITPC 2003, Kathmandu, Nepal.
- **Program Co-Chair**, ADCOM (International Conference on Advanced Computing and Communications) 2000 and ADCOM 2001.
- **Program Chair**, International Workshop on High Performance Computing, Indian Statistical Institute, India, 1998.
- **Vice chairman (Asia), Program committee**, High Performance Computing, 1997.
- **Program Chair**, NSTCS (National Seminar on Theoretical Computer Science), India, 1992.
- **Panel Co-Chair**, Eighth International Conference on Advanced Networks and Telecommunications (IEEE ANTS), 2014.
- **Member, Steering Committee**, Tenth International Conference on Advanced Networks and Telecommunications (IEEE ANTS), 2016.
- **Member, Steering Committee**, International Workshop on Distributed Computing (IWDC), 2000-2005.
- **Member, Steering Committee**, International Conference on Distributed Computing and Networking (ICDCN), 2006-2011.
- **Member, Program committees**, IWDC 2005, HiPC '02, I-SPAN '02, ADCOMP '98, ADCOMP '97, HiPC '96, VLSI Design '94, NSTCS '94, NSTCS '93.
- **Member, Organizing committee**, FSTTCS (Foundations of Software Technology and Theoretical Computer Science Conference), 1997.
- **Co-editor**, *Lecture Notes in Computer Science*, Vol. 3326, Springer-Verlag, Heidelberg, 2004.
- **Co-editor**, *Lecture Notes in Computer Science*, Vol. 1745, Springer-Verlag, Heidelberg, 1999.
- **Co-editor**, *Recent Trends in Computing and Communication*, (Proceedings of the 9th International Conference on Advanced Computing and Communications, December 16-19, 2001, Bhubaneswar, India), Tata McGraw-Hill, New Delhi, 2001.
- **Co-editor**, *Recent Advances in Computing and Communications*, (Proceedings of the 8th International Conference on Advanced Computing and Communications, December 14-16, 2000, Cochin, India), Tata McGraw-Hill, New Delhi, 2000.
- **Co-editor**, *Recent Trends in High Performance Computing*, Indian Statistical Institute, Calcutta, 1998.
- **Editor**, Proceedings, NSTCS National Seminar on Theoretical Computer Science, 1992.

- **Keynote Speaker**, International Workshop on Wireless Networks and Mobile Computing, Tezpur, Assam, India, August 2004.
- **Plenary Speaker**, International Conference on Advances in Engineering and Technology, Govt. College of Engineering and Ceramic Technology, Kolkata; April, 2016.
- **Referee**, IEEE Transactions on Computers, IEEE Transactions on Parallel and Distributed Systems, IEEE Transactions on VLSI Systems, Parallel Computing, Journal of Parallel and Distributed Computing, Journal of Systems Architecture, Fibonacci Quarterly, Journal of IETE, India, Journal of Institution of Engineers, India, Indian Journal of Pure and Applied Mathematics, etc.
- **Referee**, IWDC ('04, '05), AMOC ('06), INDICON ('04), I-SPAN ('02), HiPC ('95, '96), ADCOM ('00, '01, '04), ADCOMP ('97, '98), VLSI Design, ('94, '95, '96, '97, '04), Asian Test Symposium, India ('95), ICPP ('92), International Conference on Parallel and Distributed Systems ('97), International Symposium on Parallel Processing, India, ('89), NSTCS ('91, '92, '93 and '94), etc.
- Nominated **Council Member** of the Institution of Electronics and Telecommunication Engineers, India (2010-11).
- Served as a **member**, *Sir J. C. Bose National Science Talent Search* awards committee, India
- Was invited as an **expert member** in the accreditation team of the State Technical Education Board, West Bengal, India.
- Was invited as an **expert member** in the academic and administrative audit team of Tezpur University, Assam (2011, 2014) and Dibrugarh University, Assam (2014).
- Served as the **Visitor's Nominee** for faculty selection at the National Institutes of Technology.
- Served as an **expert member** in the faculty selection committees of various Institutes and Universities including Indian Institute of Technology, Kharagpur, Indian Institute of Technology, Kanpur, Indian School of Mines, Dhanbad, University of Calcutta, Jadavpur University, Bengal Engineering and Science University, Shibpur, Howrah, Indian Institute of Engineering Science and Technology, Shibpur, Howrah, West Bengal University of Technology, National Institute of Technology, Durgapur, National Institute of Technology, Arunachal Pradesh, National Institute of Technology, Meghalaya, National Institute of Technology, Karaikal, National Institute of Technology, Sikkim, National Institute of Technology, Mizoram, National Institute of Technology, Manipur, SRM University, Amravati, IIIT Bhubaneswar, Kalinga Institute of Industrial Technology University, Bhubaneswar, Kalyani University, Institute of Technology and Marine Engineering, Diamond Harbour, West Bengal, etc.
- Served as a **Member** of Board of Academy, Viswabharati University, India, Board of Studies in Information Technology, Kalyani University, India, Board of Studies of Rashtraguru Surendra Nath College, Barrackpore, India, Board of Studies of University Institute of Technology, Burdwan, India, Board of Studies, Narula Institute of Technology, Kolkata. Board of Studies, Indian School of Mines, Dhanbad.
- Serving as an **expert member** of the Research Advisory Committee, SRM University, Chennai.



## ACADEMIC ADMINISTRATION

Served in various committees of the Indian Statistical Institute. Most notable of them are as follows:

- Served as the **Dean of Studies** (responsible for all students' affairs, examination process, faculty matters and students' admission system) during September 2010 – September 2012.
- Served as the **Professor-in-Charge** of the Computer and Communication Sciences Division during 1998-2000.
- Served as the **Head of Advanced Computing and Microelectronics Unit** from January 1993 to May 2001 and June 2004 to September 2010.
- **For the M.Tech. (Computer Science) programme of the Institute,**
  - i) served as a key person in introducing the M.Tech. (Computer Science) programme of the Institute (first batch in 1981-83) starting from the two-year Advanced PG Diploma programme,
  - ii) took part in revising the curriculum and syllabi of the M.Tech. (Computer Science) programme in three different phases (first as a member, then as the vice-chairman and finally as the chairman of the revision committees),
  - iii) served as the chairman of the Curriculum Implementation Committee for about 17 years.
- Served as a member of the **Ph.D./D.Sc. committee** of the Institute for five terms.
- Served as the **chairman/convener of the M.Tech. (Computer Science) admission committee** for many years, as the chairman/convener of the JRF (Computer Science) admission committee for many years, and as a member of several admission committees for a number of years including M.Tech. (Computer Science), JRF (Computer Science) and B.Stat. admission committees.
- Served as the **chairman of several committees for the selection of research fellows** for externally funded research projects in the Institute (including those funded by CSIR and DST).
- Served in numerous committees (in the capacity of chairman/convener/member) for recruitment of project-linked personnel in the Institute.
- Served as a **member of different faculty recruitment/promotion committees** over the years.
- Served as a **member of the Finance Committee** for two consecutive terms.
- Served as the **chairman of a committee** set up for assessing the number of employees needed for proper functioning of the Institute in categories C and D and then to submit a report to the ministry.
- Served as the **chairman of the Travel Grants Committee (TGC)** for almost a decade, and before that served as a member of the TGC for many years.

48

- Served as the chairman of the Category Manual revision committee.
- Served as the chairman of various committees for recruitment at different categories including Office Assistants, Assistant Librarians, Drivers, etc.
- Served as the chairman of a committee set up for investigating about some allegation of theft against an employee.
- Served as a member of i) pay fixation committee and ii) a committee to look into anomalies of pay structure for different levels of employees.
- Served as a member of the Baranagar Works Advisory Committee (BWAC) for several terms which was responsible for the planning of all types of civil and electrical works at the Kolkata premises of the Institute.

List of Publications  
of

## Professor Bhabani Prasad Sinha

### A. Books:

1. K. Sinha, S. C. Ghosh and B. P. Sinha, **Wireless Networks and Mobile Computing**. New York : CRC Press, 2016.
2. N. Das, A. Sen, S. K. Das and B. P. Sinha (Eds.), **Lecture Notes in Computer Science**, Vol. 3326, Springer 2004.
3. P. K. Sinha, B. P. Sinha and R. Gupta (Eds.), **Recent Advances in Computing and Communications**, Tata McGraw-Hill, 2000.
4. P. Banerjee, V. K. Prasanna and B. P. Sinha (Eds.), **Lecture Notes in Computer Science**, Vol.1745, Springer 1999.

### B. Papers Published in Journals:

5. G. K. Audhya, S. C. Ghosh and B. P. Sinha, "Lower bound on bandwidth and channel assignment algorithm for multimedia communication in cellular networks", *IEEE Trans. Mobile Computing*, *in press*.
6. K. Mondal, P. S. Mandal and B. P. Sinha, "A robust deterministic approach to node localization using NLOS signal", **International Journal of Communication Networks and Distributed Systems**, (Inderscience), Vol. 20, No. 3, pp. 263-290, 2018.
7. A. Datta, M. De and B. P. Sinha, "Fast parallel algorithm for prefix computation in multi-mesh architecture", **Parallel Processing Letters**, Vol. 27, pp. 1-12, 2017.
8. A. Bhattacharya, K. Sinha, D. Datta and B. P. Sinha, "MRBNS : a new energy-efficient communication scheme in low power wireless networks", **International Journal of Sensor Networks**, (Inderscience), Vol. 23, No. 3, pp. 155-169, 2017.
9. C. Sub-r-pa, G. Chakraborty and B. P. Sinha, "Route recommendation system to support multiple destinations and multiple routes to minimize road congestion", **International Journal of Communication Networks and Distributed Systems**, (Inderscience), Vol.19, No.4, pp.465-481, 2017.
10. A. Bhattacharya, R. Ghosh, K. Sinha, D. Datta, and B. P. Sinha, "Multimedia Channel Allocation in Cognitive Radio Networks using FDM-FDMA and OFDM-FDMA", *arXiv:1603.03938*, 2016.
11. A. Bhattacharya, P. Majumder, K. Sinha, B. P. Sinha and K. V. N. Kavitha, "An energy-efficient wireless communication scheme using Quint Fibonacci number system", **International Journal of Communication Networks and Distributed Systems**, (Inderscience), Vol. 16, No. 2, pp. 140-161, 2016.
12. A. Bhattacharya, R. N. Ghosh, K. Sinha, D. Datta and B. P. Sinha, "Non-contiguous channel allocation for multimedia communication in cognitive radio networks", *IEEE Trans. on Cognitive Communications and Networking*, Vol. 1, No. 4, pp. 420-434, 2015.

13. K. Mondal, P. S. Mandal and B. P. Sinha, "Analysis of multi-bound signals towards localization: A theoretical approach", *Wireless Personal Communications*, (Springer), Vol. 83, No. 1, pp. 49-67, July 2015.
14. Rabindranath Ghosh, Koushik Sinha, Debasish Datta and Bhabani P. Sinha, "Energy-efficient communication in multihop wireless sensor networks using ternary encoding and silent symbols", *International Journal of Communication Networks and Distributed Systems*, (Inderscience), Vol. 11, No. 4, pp. 376-389, 2013.
15. Anupam Chattopadhyay, Koushik Sinha, Subhamoy Maitra and Bhabani P. Sinha, "High-Performance Hardware Implementation for RC4 Stream Cipher", *IEEE Transactions on Computers*, Vol. 62, No. 4, pp. 730-743, 2013.
16. Goutam K. Audhya, Koushik Sinha, Kalikinkar Mandal, Rana Dattagupta, Sasthi C. Ghosh and Bhabani P. Sinha, "A New Approach to Fast Near-Optimal Channel Assignment in Cellular Mobile Networks", *IEEE Transactions on Mobile Computing* Vol. 12, No. 9, pp. 1814-1827, 2013.
17. K. Sinha and B. P. Sinha, "A Recurrence Relation Characterizing Run Distributions in the Context of Sensor Networks", *International Journal of Advanced Computer Engineering and Architecture*, Vol. 2, No. 2, pp. 321-330, 2012.
18. K. Sinha, B. P. Sinha and D. Datta, "An energy efficient communication scheme for wireless networks: a redundant radix-based approach," *IEEE Transactions on Wireless Communications*, Vol. 10, pp. 550 – 559, 2011.
19. G. K. Audhya, K. Sinha, S. C. Ghosh and B. P. Sinha, "A survey on the channel assignment problem in wireless networks", *Wireless Communication and Mobile Computing (John Wiley)*, (special issue on *Wireless Mesh and Other Emerging Wireless Network Topologies*), Vol. 11(5), pp. 583-609, May 2011.
20. K. Sinha, B. P. Sinha and D. Datta, "CNS: a new energy efficient transmission scheme for wireless sensor networks," *Wireless Networks Journal (ACM / Springer)*, vol. 16(8), pp. 2087–2104, 2010.
21. K. Sinha and B. P. Sinha, "On the distribution of runs of ones in binary strings", *Computers and Mathematics with Applications (Elsevier)*, Vol. 58, pp. 1816-1829, Nov. 2009.
22. G. K. Audhya and B. P. Sinha, "Multimedia channel assignment in cellular networks", Book chapter in *Algorithms, Architectures and Information Systems Security (Platinum Jubilee Series on Statistical Science and Interdisciplinary Research – Vol. 3)*. Singapore : World Scientific, 2009, pp. 161-194.
23. G. K. Das, S. Das, S. C. Nandy and B. P. Sinha, "Efficient algorithm for placing a given number of base stations to cover a convex region", *Journal of Parallel and Distributed Computing (Elsevier)*, Vol. 66, pp. 1353-1358, 2006.
24. P. K. Jana and B. P. Sinha, "An improved parallel prefix algorithm on OTIS-mesh", *Parallel Processing Letters (World Scientific)*, Vol. 16, No. 4, pp. 429-440, December 2006.
25. S. C. Ghosh, B. P. Sinha and N. Das, "Coalesced CAP : An improved technique for frequency assignment in cellular networks", *IEEE Transactions on Vehicular Technology*, Vol. 55, pp. 640-653, March 2006.

26. S. Mukhopadhyaya and B. P. Sinha, "Efficient algorithms for some common applications on GHCC", *Journal on Interconnection Networks (World Scientific)*, Vol. 6, No. 4, pp. 417-433, December 2005.
27. A. Laha, A. Sen and B. P. Sinha, "Parallel algorithms for identifying convex and non-convex basis polygons in an image", *Parallel Computing*, Vol. 31, pp. 290-310, 2005.
28. S. C. Ghosh, B. P. Sinha and N. Das, "Channel assignment using genetic algorithm based on geometric symmetry", *IEEE Transactions on Vehicular Technology*, Vol. 52, No. 4, pp. 860-875, July 2003.
29. S. C. Ghosh, B. P. Sinha and N. Das, "A new approach to efficient channel assignment for hexagonal cellular networks", *International J. Foundations of Computer Science, (World Scientific)*, (invited paper), Vol. 14, No. 3, pp. 439-463, June 2003.
30. P. K. Jana, B. D. Naidu, S. Kumar, M. Arora and B. P. Sinha, "Parallel prefix computation on extended Multi-Mesh network", *Information Processing Letters*, Vol. 84, No. 6, pp. 295-303, October 2002.
31. A. Sen, S. Bandyopadhyay and B. P. Sinha, "A new architecture and a new metric for lightwave networks", *IEEE Journal of Lightwave Technology*, Vol. 19, pp. 913-925, July 2001.
32. A. Sen, S. Bandyopadhyay and B. P. Sinha, "On new architectures for lightwave networks", *Computer Communications Journal (Special Issue on the Performance Evaluation of Telecommunication Systems : Models, Issues and Applications)*, (Elsevier), Vol. 24, No. 9, pp. 868-876, 2001.
33. B. P. Sinha and A. Mukherjee, "Parallel Sorting Algorithm using Multi-Way Merge and its Implementation on a Multi-Mesh Network", *Journal of Parallel and Distributed Computing, (Academic Press)*, Vol. 60, pp. 891-907, July 2000.
34. D. Das, M. De and B. P. Sinha, "A new network topology with multiple meshes", *IEEE Transactions on Computers*, Vol. 48, pp. 536-551, May 1999.
35. S. Sen Gupta and B. P. Sinha, "An  $O(\log n)$  time algorithm for testing isomorphism of maximal outerplanar graphs", *Journal of Parallel and Distributed Computing (Academic Press)*, Vol. 56, pp. 144-156, 1999.
36. P. K. Jana and B. P. Sinha, "Fast parallel algorithms for Graeffe's root squaring technique", *Computers and Mathematics with Applications, (Pergamon-Elsevier)*, Vol. 35, No. 3, pp. 71-80, 1998.
37. M. De, D. Das, M. Ghosh and B. P. Sinha, "An efficient sorting algorithm on the Multi-Mesh network", *IEEE Transactions on Computers*, Vol. 46, pp. 1132-1137, October 1997.
38. P. K. Jana and B. P. Sinha, "Fast parallel algorithms for forecasting", *Computers and Mathematics with Applications, (Pergamon-Elsevier)*, Vol. 34, No. 9, pp. 39-49, 1997.
39. P. K. Jana and B. P. Sinha, "Fast parallel algorithms for Lagrange and Hermite Interpolations", *International Journal of Applied Science and Computations*, Vol. 4, pp. 118-136, October 1997.
40. M. De and B. P. Sinha, "Fast parallel multiplication using redundant quarternary number system", *Parallel Processing Letters, (World Scientific Publishing Co.)*, Vol. 7, No. 1, pp. 13-23, 1997.
41. S. Sen Gupta, R. K. Das, K. Mukhopadhyaya and B. P. Sinha, "A family of network topologies with multiple loops and logarithmic diameter", *Parallel Computing, (Elsevier)*, Vol. 22, pp. 2047-2064, 1997.

42. R. K. Das and B. P. Sinha, "A new topology with odd degree for multiprocessor systems", *Journal of Parallel and Distributed Computing*, (Academic Press), Vol. 39, No. 1, pp. 87-94, November 1996.
43. K. Mukhopadhyaya and B. P. Sinha, "Fault-tolerant routing in distributed loop networks", *IEEE Transactions on Computers*, Vol. 44, pp. 1452-1456, December 1995.
44. R. K. Das and B. P. Sinha, "Optimal communication algorithms in distributed loop networks", *Journal of Parallel and Distributed Computing*, (Academic Press), Vol. 30, pp. 85-90, 1995.
45. D. Das, K. Mukhopadhyaya and B. P. Sinha, "Implementation of four common functions on an LNS co-processor", *IEEE Transactions on Computers*, Vol. 44, pp. 155-161, January 1995.
46. P. K. Jana and B. P. Sinha, "Fast parallel algorithm for polynomial interpolation", *Computers and Mathematics with Applications*, (Pergamon-Elsevier), Vol. 29, No. 4, pp. 85-92, 1995.
47. R. K. Das, K. Mukhopadhyaya and B. P. Sinha, "A new family of bridged and twisted hypercubes", *IEEE Transactions on Computers*, Vol. 43, pp. 1240-1247, October 1994.
48. M. De and B. P. Sinha, "Fast parallel algorithm for ternary multiplication using multivalued PL technology", *IEEE Transactions on Computers*, Vol. 43, pp. 603-607, May 1994.
49. S. Sen Gupta, K. Mukhopadhyaya, B. P. Sinha and B. B. Bhattacharya, "Geometric classification of triangulations and their enumeration in a convex polygon", *Computers and Mathematics with Applications*, (Pergamon-Elsevier), Vol. 27, No. 7, pp. 99-115, 1994.
50. S. Ghose, B. P. Sinha and J. Dattagupta, "An extensible fault-tolerant network architecture", *Computers & Electrical Engineering*, (Pergamon Press), Vol. 19, No. 5, pp. 365-376, 1993.
51. R. Fleischer, B. P. Sinha and C. Uhrig, "A lower bound for the worst-case of Bottom-Up Heapsort", *Information and Computation* (Academic Press), Vol. 102, No. 2, pp. 263-279, February 1993.
52. K. Mukhopadhyaya and B. P. Sinha, "Reliability analysis of networks using stochastic model", *Information Sciences* (Elsevier), Vol. 65, No. 3, pp. 225-237, November 1992.
53. K. Mukhopadhyaya and B. P. Sinha, "Hamiltonian graphs with minimum number of edges for fault-tolerant topologies", *Information Processing Letters*, (North Holland), Vol. 44, pp. 95-99, November 1992.
54. P. K. Srimani, B. P. Sinha, B. B. Bhattacharya and S. Ghose, "Properties of a class of trivalent network graphs and optimal routing", *Computers and Mathematics with Applications*, (Pergamon Press), Vol. 22, No. 2, pp. 39-47, 1991.
55. B. P. Sinha and P. K. Srimani, "Fast parallel algorithms for binary multiplication and their implementation on systolic arrays", *IEEE Transactions on Computers*, Vol. C-38, pp. 424-431, March 1989.
56. B. P. Sinha, B. B. Bhattacharya, S. Ghose and P. K. Srimani, "A parallel algorithm to compute the shortest paths and diameter of a graph and its VLSI implementation", *IEEE Transactions on Computers*, Vol. C-35, pp. 1000-1004, November 1986.

57. B. P. Sinha, S. Ghose, B. B. Bhattacharya and P. K. Srimani, "A further note on Pascal graphs", *Fibonacci Quarterly*, pp. 251-257, August 1986.
58. B. P. Sinha, J. Dattagupta and A. Sen, "Improvement in the speed of FFT processors using segmented memory and parallel arithmetic units", *Signal Processing, (North Holland)*, Vol. 8, No. 2, pp. 267-274, April 1985.
59. B. P. Sinha and B. B. Bhattacharya, "On the numerical complexity of short-circuit faults in logic networks", *IEEE Transactions on Computers*, Vol. C - 34, pp. 186-190, February 1985.
60. B. P. Sinha and P. K. Srimani, "A new approach to program verification", *Computers and Electrical Engg., (Pergamon Press)*, Vol. 11, pp. 159-171, 1984.
61. P. K. Srimani and B. P. Sinha, "A simple way to near minimization of microprogram control memory", *International Journal of Computer and Information Sciences, (Plenum Publishing)*, Vol. 12, No. 1, pp. 47-64, 1983.
62. B. P. Sinha and P. K. Srimani, "Some studies on the characteristic polynomial of a graph", (*invited paper*), *International Journal of Electronics, (Taylor & Francis)*, Vol. 54, No. 3, pp. 377-400, 1983.
63. P. K. Srimani and B. P. Sinha, "Impossible pair constrained test path generation in a program", *Information Sciences, (Elsevier)*, Vol. 28, pp. 87-103, 1982.
64. P. K. Srimani, N. De and B. P. Sinha, "A new algorithm to compute vertex cutsets in a graph", *Computers and Electrical Engg., (Pergamon Press)*, Vol. 8, No. 4, pp. 293-299, 1981.
65. B. P. Sinha, P. K. Srimani, A. Guha Thakurta and J. Dattagupta, "Application of associative memories in designing assemblers", *Information Sciences, (Elsevier)*, Vol. 24, pp. 201-215, 1981.
66. P. K. Srimani, B. P. Sinha and A. K. Choudhury, "An address generation scheme to minimize the control memory requirements in microprogrammed digital computers", *International Journal of Electronics, (Taylor & Francis)*, Vol. 48, pp. 457-470, June 1980.
67. P. K. Srimani, B. P. Sinha and A. Pal, "Fail-safe realisation of sequential machines with a two - level MOS module", *Computers and Electrical Engg., (Pergamon Press)*, Vol. 7, pp. 163-173, 1980.
68. P. K. Srimani, B. P. Sinha and A. K. Choudhury, "A new method to find out the chromatic partition of a symmetric graph", *International Journal of Systems Science*, Vol. 9, pp. 1425-1437, December 1978.
69. P. K. Srimani, B. P. Sinha and A. K. Choudhury, "A new algorithm to determine all the minimum edge sets of a system graph", *Journal of IETE*, Vol. 24, pp. 434-439, December 1978.
70. P. K. Srimani, B. P. Sinha and A. K. Choudhury, "1-Distinguishability of SEC graphs", *Proceedings of the IEEE*, Vol. 66, pp. 1668-1669, December 1978.
71. B. P. Sinha, P. K. Srimani and A. K. Choudhury, "Some studies on optimal specification of read-only memories in microprogrammed digital computers", *Journal of IETE*, Vol. 23, pp. 535-541, September 1977 (*S. K. Mitra Memorial award winning paper*).
72. P. K. Srimani, B. P. Sinha and A. K. Choudhury, "On certain investigations on control memory minimization in microprogrammed digital computers", *Journal of IETE*, Vol. 23, pp. 542 - 548, September 1977 (*S. K. Mitra Memorial award winning paper*).

73. P. K. Srimani, B. P. Sinha and A. K. Choudhury, "Non-real time realization of any finite state sequential machine using a single shift register", *Proceedings of the IEEE*, Vol. 65, pp. 1618-1619, November 1977.
74. B. P. Sinha, P. K. Srimani and A. K. Choudhury, "A new algorithm for the generation of all maximal compatible classes", *Journal of Computer Society of India*, Vol. 7, pp. 10-13, December 1976.
75. B. P. Sinha, "Fast computations using the TDM rate multiplier", *Journal of IETE*, Vol. 22, pp. 595-600, September 1976.

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62



NATIONAL INSTITUTE OF TECHNOLOGY, DURGAPUR  
DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

Meeting of newly formed CSE Department held on 13/02/2018, at 5.00 P.M in the Seminar room of CSE Block.

Members Present:

- 1) Dr G Sanyal *gsl*
- 2) Dr S Roy *S Roy*
- 3) Dr G Sarkar *G Sarkar*  
22.02.18
- 4) Dr. T De
- 5) Dr A Sarkar *A Sarkar*
- 6) Dr S Changder *S Changder*
- 7) Dr S Choudhury *S Choudhury*
- 8) Dr S Mukhopadhyay *S Mukhopadhyay*
- 9) Dr J Howlader *J Howlader*
- 10) Dr S Das *S Das*
- 11) Dr M Saha *M Saha*
- 12) Dr B Sen *B Sen*
- 13) Dr A Dutta *A Dutta*
- 14) Dr D Mitra *D Mitra*
- 15) Dr N D Jana *N D Jana*
- 16) Mr P Guhathakuratha *P Guhathakuratha*
- 17) Dr A Sharma *A Sharma*
- 18) Dr C Saravanan *C Saravanan*
- 19) Mr R K Chatterjee *R K Chatterjee*
- 20) Dr D R Kisku *D R Kisku*
- 21) Dr. M Dalui *M Dalui*
- 22) Dr. S Bhattacharyya *S Bhattacharyya*
- 23) Dr S Saha *S Saha*
- 24) Dr D Das *D Das*
- 25) Mr. S Sadhu *S Sadhu*
- 26) Mr S Majhi *S Majhi*
- 27) Mr B Sarkar *B Sarkar*

64

Resolutions:

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65

- 1) UG Curricula: The Proposed U G Curricula has been discussed in the meeting. However Dr S Mukhopadhyay, Dr D Mitra, Dr D R Kisku and Dr B Sen are requested to prepare the draft. The draft will be placed in the next DAC meeting.
- 2) Proposal for Appointing a Distinguished/Adjunct Faculty: DAC opined to appoint a Distinguished faculty from a reputed Institutes for Academic and Research activities of CSE department. It is proposed that Dr B P Sinha, a retired professor of ISI, Kolkata may be requested for the said post in CSE Department.

66

(67)

Speed post

**ANNEXURE - IV**

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राष्ट्रीय प्रौद्योगिकी संस्थान दुर्गापुर

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का संस्थान)  
महात्मा गांधी एम्पेन्सू, दुर्गापुर - 713209, (पश्चिम बंगाल), भारत

**NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR**

(Institute of National Importance Under MHRD, Govt. of India)

MAHATMA GANDHI AVENUE, DURGAPUR - 713209, (WEST BENGAL), INDIA

*Prof. Anupam Basu*  
Director

No. NITD/05  
Date: 11.05.2018

To  
Shri K Rajan,  
Under Secretary  
Government of India  
Ministry of Human Resource Development  
Department of Higher Education  
Shastri Bhawan  
New Delhi - 110 001

Sub: CVC Complaint against Prof. Swapan Bhattacharya, Ex-Director, NIT Durgapur - regarding

Ref: i. Your letter F.No.5-4/2012-TS.III, dtd. 08.02.2018  
ii. Our letter No. NITD/05, dtd. 14.03.2018


Sir,

Kindly refer to the above. This is to inform that the internal enquiry committee of the Institute has submitted its report and will be placed in the forthcoming Board of Governors meeting for further action.

The summary of the internal enquiry committee report is being attached for your kind information please.

With kind regards,

Yours sincerely,

  
(Anupam Basu)

Encl: As above.

68

NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR

MAHATMA GANDHI AVENUE, DURGAPUR

WEST BENGAL-713209 (INDIA)

[www.nitdgp.ac.in](http://www.nitdgp.ac.in)

OFFICE OF DEAN (P&D)

Contact No. 9434788040



09/05/2018

COVER NOTE

With reference to the Office Order NITD/60 dtd. 14/03/2018 the committee has finally completed the task highlighting the procedural lapses as raised by CBI relating to Construction of S.N. Ray Memorial Building.

The report is consisting of seventeen pages with Fifty Annexures (= Appendices). The salient points in this report are 1. The Notice Inviting Tender was published in 03/01/2005 (05/01/2005) and the successful bidder (L1) was declared in 29/11/2005 just one day before joining Prof. S. Bhattacharya as a permanent Director.

2. The LOI was issued by the then Dean (P & D) Prof. P.P. Sengupta as PIC on 2<sup>nd</sup> December 2005 when Prof. S. Bhattacharya was in a meeting with Secretary in MHRD, New Delhi.

3. The agreement was issued by Prof. A. C. Ganguly as PIC on 04/01/2006 when Prof. S. Bhattacharya was in U.K. to complete his unfinished work at University of New Castle upon Tyne.

4. The inclusion of a Basement Floor was proposed by the contractor and a Committee recommended it and asked for its estimation on 15/02/2006. However, the same was neither placed before the Director for Approval nor send a copy of the recommendation to him for appraisal.

5. A portion of the Over Head High Tension line which infringing the site was converted to Under Ground Cable. The requisition was first placed to CPWD but it couldn't even submit Preliminary estimate in 3 months. So on 08/08/2007 a committee had resolved to make it to be done by the contractor and placed it before the Director for approval.

6. Prior to this project, NIT Durgapur had taken up all the construction work based on 'Item Rate' basis calculated after having the complete BOQ in hand. But this particular work was done as 'Turn Key' basis where the contractor itself submit the BOQ. Since the finalization of tendering was done in a haste (Just in 8 days) such huge deviation was appeared.

  
Kamal Bhattacharya

Member-Convener

Two lapses

**ANNEXURE - V****Director's Report****Salient activities after the 49<sup>th</sup> BoG meeting:**

- 13<sup>th</sup> Convocation was held at the Institute on April 02, 2018. Dr. R. Chidambaran, the then Principal Scientific Adviser to the Government of India, & Chairman, Scientific Advisory Committee to Cabinet graced the occasion as the Chief Guest.
- The curriculum for the B. Tech. and dual degree M. Tech. programs was revised.
- The PhD regulation was revised.
- Accreditation for five B. Tech programs on Chemical Engg, Civil Engg., Electrical Engg., Mechanical Engg. and Metallurgical & Materials Engg & Technology were extended further by one year till June 30, 2019.
- 32 candidates successfully defended their PhD theses.
- Even semester examinations were conducted and the results were published.
- The Institute applied for a loan of Rs 97 crore under HEFA to build up academic and research infrastructure and set up four centres of excellence.
- One international conference, one GIAN program and four short term courses were conducted at the Institute.
- The selection for the post of Registrar was completed.
- The interview for the selection of faculty commenced from June 18, 2018.
- The Institute conducted the recruitment of faculty for the TEQIP-III mentee institutions.
- NIT Durgapur was selected as the eastern zone hub of FOSSEE to develop and implement open source software based education tools in regional languages.
- On premises local chapter of NPTEL was established at the Institute.
- It has been on-boarded to the National Academic Depository (NAD).

70



# ANNEXURE - VI

(71)

## NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR OFFICE OF THE DEAN (FACULTY WELFARE)

Date: 13.06.2018

### Note Sheet

It is proposed to increase the contract period of the following faculty members, recruited as Assistant Professor (On contract, AGP of Rs. 6000 & AGP of Rs. 7000; PB3: Rs.15,600-39,100) through the Advertise no. NITD/11/07/2013, dated 19.07.2013, by one year from the date of joining.

Sl. No.	Name	Department	Date of joining
1.	Dr. Sandip Mondal	Earth and Environmental Studies	24.07.2014
2.	Dr. Bimal Das	Chemical Engineering	01.08.2014
3.	Dr. Barnali Maji	Metallurgical and Materials Engineering	05.08.2014
4.	Dr. Dakshina Ranjan Kisku	Computer Science and Engineering	12.08.2014
5.	Dr. Nibedita Mahata	Biotechnology	11.07.2014
6.	Dr. Amlan Ghosh	Department of Management Studies	01.08.2014
7.	Dr. Suman Halder	Electrical Engineering	01.08.2014

Placed for kind perusal and necessary approval.

Director

*Extended to  
for 12 months  
13/6/18*

*[Signature]*  
13.06.18  
Dean (FW)

72



**NIT**  
DURGAPUR

(73)

**ANNEXURE - VII** registrar@admin.nitdgp.ac.in>

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## Signing of MOU between Ministry of Human Resource Development and National Institute of Technology Durgapur – reg.

---

Registrar NIT Durgapur <registrar@admin.nitdgp.ac.in>

Wed, May 23, 2018 at 6:26 PM

To: sandhu.edu@nic.in, technical section <technicalsection3@yahoo.co.in>, K Rajan <k.rajan@nic.in>

Cc: Anupam Basu <anupambas@gmail.com>, parthagupta2000@yahoo.com, uc Mukherjee <ucmukherjee@gmail.com>, das ashutosh <das.ashutosh@gmail.com>

Dear Sir,

Kindly refer to our telephonic discussion today. As requested we are resubmitting herewith the MoU of our Institute for your kind perusal please.

With regards,

--

Registrar (I/C)  
NIT, Durgapur - 713209  
West Bengal (India)  
[Quoted text hidden]



MoU\_NITD\_MHRD.pdf  
2674K

74

75



# MEMORANDUM OF UNDERSTANDING

Between

National Institute of Technology  
Durgapur

And

Department of Higher Education  
Ministry of Human Resource  
Development  
Government of India

For

2018-2019

76

**Memorandum of Understanding (MoU) between Department of Higher Education, Ministry of Human Resource Development, Government of India & the National Institute of Technology Durgapur for 2018-2019 in pursuance of the Rule 229(xi) of the GFR, 2017**

This Memorandum of Understanding (hereinafter referred to as MoU) is entered into at New Delhi on this twenty fourth day of April, 2018 between Department of Higher Education, Ministry of Human Resource Development, Government of India, Shastri Bhawan, Rajendra Prasad Road, New Delhi-110011 (hereinafter referred to as MHRD)

And

The National Institute of Technology Durgapur (hereinafter referred to as the Institute) having its Headquarter at Durgapur, West Bengal and represented by its Director (hereinafter referred to as the Institute) which term and expression shall mean and include, unless repugnant to the context, its successors, assignees, administrators of the Institute.

**WHEREAS**

1. This MoU is executed in terms of Rule 229 (xi) of the General Financial Rules, 2017 (hereinafter referred to as GFR, 2017) and the subsequent instructions issued by the Ministry of Finance, Department of Expenditure, (hereinafter referred to as MoF) with the objective of improving efficiency of the expenditure, making the action plan outcome oriented, maintaining financial discipline and measuring performance of the Institution on key parameters against the targets set so as to improve its performance.
2. The Institute has the pre-defined Vision, Mission and Objectives as outlined hereunder:-

**(A) Vision:**

- (i) To contribute to society through excellence in scientific and technical education and research
- (ii) To serve as a valuable resource for industry and society

**(B) Mission:**

- (i) To generate new knowledge by engaging in cutting-edge research and to promote academic growth by offering state-of-the-art undergraduate, postgraduate and doctoral programmes.
- (ii) To identify, based on an informed perception of Indian, regional and global needs, areas of specialization upon which the institute can concentrate.
- (iii) To undertake collaborative projects which offer opportunities for long-term interaction with academia and industry.
- (iv) To develop human potential to its fullest extent so that intellectually capable and imaginatively gifted leaders can emerge in a range of professions.

**(C) Objectives:**

- (i) To provide the best educational infrastructure for imparting high class education in science and technology and a creative atmosphere for inter-disciplinary research both by the students and the faculty.
- (ii) To increase the student capacity to meet the growing demands for industry
- (iii) To maintain global standards in student-faculty ratio, research output, publications in journals and placement of students
- (iv) To participate in and contribute to nation building through various flagship schemes of the Government of India/State Governments requiring technological interventions thereby spurring economic growth for the welfare of the masses
- (v) To provide research and development consultancy, which will foster healthy industry-academia partnership, thereby providing a competitive edge to the indigenous manufacturing

**NOW, THEREFORE,** the parties here to express their common understanding as under:

**(A) MHRD shall**

- (i) Provide financial support to the Institute to meet its recurring and non-recurring liabilities in such manner and on such conditions as prescribed by the Government of India (hereinafter referred to as GoI) from time to time,

- (ii) Help raise other resources, including loan from HEFA for expansion of infrastructural facilities, which has a direct bearing on the performance of the Institute as committed in this MOU.
- (iii) Provide guidance and advice in administrative, financial, legal and such other matters as the Institute may require in fulfilling its mandate.
- (iv) Provide support in obtaining necessary clearances and approvals, as and when required, from various Ministries, Departments, and Agencies of the Central/State Governments.
- (v) Provide support in resolving any dispute with any other authority of the Central/State Government or a private party, as and when required.

**(B) THE INSTITUTE shall comply with:**

- (i) Without prejudice to what has been stipulated in the National Institutes of Technology, Science Education and Research Act, 2007, as amended from time to time and the Statutes framed there under, the institute is expected to recover user charges at rates not lower than cost recovery norms
- (ii) Specific provisions as contained in the OM No.1/1/2016-EIHA dated 13.01.2017 in relation to revision of pay scales in accordance with the recommendations of the 7<sup>th</sup> CPC and any other instruction issued by MHRD from time to time on issues pertaining to the Institute.
- (iii) The provisions of the GFR, 2017, including the instructions on financial advice for autonomous bodies, as mentioned in Rule 229(viii) and those concerning release of grants-in-aid, submission of audited accounts, performance report etc.
- (iv) Guidelines issued by the Central Vigilance Commission (CVC) in matters of vigilance and disciplinary proceedings etc.
- (v) Instructions issued by the MoF/DoE vide OM dated 15.01.2016 or any other instructions issued from time to time with regard to foreign travel as well as those issued by the Ministry of Home Affairs (hereinafter referred to as MHA) with regard to availing/extending foreign hospitality.
- (vi) Uniform accounting procedure in accordance with the guidelines issued by MoF.



- (vii) Instructions issued by MHRD/MoF/DOP&T with regard to creation of posts and framing of Recruitment Rules.

**(C) THE INSTITUTE** shall also ensure to:

- (i) Finalize any understanding or MoU with any other party including similar organizations abroad with prior approval of the competent authority in the Government.
- (ii) Frame Rules for its corpus fund indicating clearly the IRG that can be transferred to such fund or utilized from such fund and items for which such expenditure can be incurred. It shall be the endeavor of the institute to increase IRG by focusing on the Research, consultancy etc. in addition to fee.
- (iii) Have clearly defined 'Delegation of Powers' for deciding all administrative and financial matters.
- (iv) Shall run courses, to the extent possible, to be self supporting without the need for cross subsidization as well as over-charging from students for flagship courses.
- (v) Ensure that the post of Registrar is filled up by a person having sufficient experience as prescribed under the Recruitment Rules and should preferably be an appropriate level official from the Government/CFTIs on deputation to ensure neutrality and transparency.
- (vi) Ensure that the Recruitment Rules for the posts of Registrar and the Finance Officer are framed and the selection must follow the Recruitment Rules.
- (vii) Ensure that all its accounts are audited by internal auditors regularly and formal audit by the C&AG.
- (viii) Ensure that all financial operations are done under PFMS system with the purpose of avoiding parking of funds.
- (ix) Present an outcome budget along with annual action plan so that it can be dovetailed in the outcome budget of MHRD.
- (x) Comply strictly with the timelines for submission of annual reports and annual audited accounts to the MHRD for the purpose of being tabled in Parliament by the stipulated date.
- (xi) Forward to MHRD any information required by it to satisfy any requirement related to Parliamentary Matter, RTI, Public Grievances, VIP References, Court Cases, Notices from Commissions and Statutory Authorities and also inputs for formulation of any policy.

**(D) FINANCIAL POSITION:**

Details of funds available with the Institute in the last three years are as under:-

Nature of Funds	2015-16	2016-17	[Rs.in lakhs]
			2017-18 (Provisional)
Government Grants	11300.00	10330.00	16934.00
Internal Resource Generation	2707.87	2839.66	3123.00
Corpus Funds	1173.91	1214.57	1299.57
Any other Source (Indicate)	985.06	1113.45	1344.00
Total	16166.84	15497.68	22700.57

**(E) RECEIPT AND EXPENDITURE POSITION:**

Estimates of Receipt and Expenditure for the period of MoU, i.e. 2018-19 are as under:-

Nature of Receipt	Amount	Heads of Expenditure	[Rs.in lakhs]
			Amount
Government Grants [Excluding HEFA]	10314.00	Expenditure from Government Grants (Excluding HEFA):	
Internal Resource	3279.15	Head 31 -Recurring Expenditure i.e. Pensioners, Scholarship and other contingencies.	4688.00
Corpus Funds	90.95	Head 35- Civil Constructions.	1447.00
Any other Source	1438.08	Head 36- Staff payments & Benefits.	4179.00
Total	15122.18	Total	10314.00

**(F) ANNUAL TARGETS FOR PHYSICAL OUTPUTS/DELIVERABLES:**

(As per Annexure I)

**(G) PERFORMANCE EVALUATION PARAMETERS:**

- (i) The performance will be evaluated using the criteria listed at Annexure I. The weightage to be attached to each criterion and the criterion value corresponding to different performance ratings are also given therein. The overall score


(81)

will be calculated through the formula given in the Annexure based on the scores obtained in each parameter.

- (ii) There would also be a negative marking by which the overall score obtained through Annexure I will be reduced based on penalties listed out in Annexure II
- (iii) The Consolidated score would be arrived at by reducing the negative score obtained in Annexure II from the overall score obtained under Annexure I.
- (iv) The overall rating of the organization would be as given in Annexure III based on the Consolidated score obtained in Para (iii) above.

**(H) IMPLEMENTATION AND MONITORING OF THE MoU:**

- (i) Performance Evaluation against MOU parameters shall be carried out every quarter and monitored by the Institution.
- (ii) The performance evaluation shall be submitted to the Board of Governors on quarterly basis during the Board meetings for consideration & review. After the review by the Board, the same shall be sent to MHRD along with the recommendations and the comments, if any, of the Board.
- (iii) A Joint review by the Institution and the MHRD shall be carried out within 90 days of completion of the financial year. The result of the Joint Review shall be placed before the Board. The Director of the Institute shall ensure compliance of the issues raised or pointed out in the review and shall cause the MoU report and the review comments prominently hosted on the website of the Institute.

  
(.....)

Director

National Institute of Technology

(.....)

Secretary

Department of Higher Education  
Ministry of Human Resource  
Development  
Government of India

New Delhi:

Date: April 24, 2018

82

National Institute of Technology Durgapur

Annexure-I

PERFORMANCE EVALUATION PARAMETERS AND TARGETS 2018-19

Sl. No.	Criteria	Existing Levels	Targeted Levels	Unit	Weightage	Criteria Value				
						1	2	3	4	5
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
		Average of years 2015-16, 2016-17 & 2017-18 (X)	2018-19 (Y)			Excellent (10 pts)	V. Good (8 pts)	Good (6 pts)	Fair (4 pts)	Poor (2 pts)
						Reached the figure Y, i.e. Target as given in Col. (4)	Less than Y but Reached Figure = X + 0.8*(Y-X)	Less than Figure in Col. 8 but Reached Figure = X + 0.6*(Y-X)	Less than Figure in Col. 9 but Reached Figure = X + 0.4*(Y-X)	Less than Figure = X + 0.4*(Y-X)
1.	Student strength				(35)					
1.1	UG students intake	747	725	No.	10					
1.2	PG students intake	381	360	No.	10					
1.3	Ph.D. intake (full time)	51	52	No.	5					
1.4	Dual Degree, if any, during the year	3	8	No.	5					
1.5	Teacher student ratio	25.77	23.0	ratio	5					
2	Research and Professional practice				(22)					
2.1	Combined Metric for Publications	373	380	Metric parameter	5					

2.2	Combined Metric for Quality of Publications	1230	1260	Metric Parameter	5								
2.3	No. Of patents filed	2	2	No.	5								
2.4	No. Of patents granted and licensed	0	0	No.	5								
2.5	Total revenue accruing to the Institution (as distinct from to individual faculty) through Research / Consultancies	98,73,000	1,08,60,000	Rs	2								
3	Graduation Outcome				(13)								
3.1	Combined % of placements, higher studies and entrepreneurship	76	80	%	5								
3.2	Median salary achieved in placements	485000	500000	Rs.	5								
3.3	No. Of Ph. D students graduated	54	55	No.	3								
4	Financial parameters				(10)								
4.1	% of total cost recovery by means of fees and other resources, except MHRD funds (Sum of Item 3 in Annexure IV)	52.67	48.08	%	4								
4.2	Incremental growth in amount of Corpus Fund as on 1 <sup>st</sup> July of the year compared to 1 <sup>st</sup> July of previous year	67,65,000	74,42,000	Rs	2								
4.3	% Utilisation of funds received from MHRD w.r.t to BE/RE	134.76	188.46	%	4								
5	Outreach and Inclusivity				(10)								
5.1	Percent students from other countries	4.01	3.0	%	1								
5.2	Percentage of girl students	16.34	17.0	%	2								
5.3	% of faculty from SC, ST, OBC	29.3	30	%	2								

5.4	% of students from SC, ST, OBC	45.89	46.0	%	2			
5.5	No. Of cases reported related to sexual harassment	1.67	0	No.	2			
5.6	No. Of ragging cases reported	3	0	No.	1			
6	Infrastructure creation (where applicable, in other cases weightage will be zero)				(10)			
6.1	Infrastructure created during the year (in sq. Meter)	9675	11000	Sq. Meter	10			
7	Overall Performance				(20)			
7.1	NIRF Ranking	47	46	rank	20			
	Total				120			

1. If any parameter is not applicable to any Institution, the same may be substituted/ modified/ deleted from this list. The overall weightage obtained by adding Column 6, will be the denominator for calculation of % performance
2. Existing level will be decided by taking the average values of last three years from 2015-16, 2016-17 and 2017-18, except in case of NIRF, where it will be the Rank in 2017-18. If the 2017-18 parameter is not yet available at the time of signing of MoU then average of two years 2015-16 and 2016-17 would be taken. If the Institution did not participate in NIRF Ranking in 2017-18, a notional ranking of 500 would be given for the year 2017-18 for calculation purposes.
3. The Institution and the Ministry would arrive at an agreement on which NIRF Ranking category should be applied for the Institution and then the evaluation would be done on performance in that category only. A change in category would be permitted during the course of the year only if the chosen category is not being taken up by NIRF for categorisation in the year 2017-18.
4. For parameters like ragging cases, anti-sexual harassment cases and NIRF ranking, a lesser value than existing level would be taken as successful achievement, and achievement parameter would be accordingly modified.
5. Score given on each parameter would be as follows: Excellent – 10; Very Good – 8; Good – 6; Fair – 4; Poor – 2
6. If an Institution does not participate in NIRF Ranking exercise in the current year, the weightage would remain at 20 for the NIRF parameter and the Institution would get a zero score on it.
7. Overall Score of an Institution would be calculated as follows:  $\text{Sum (Score of each Parameter} \times \text{Parameter weightage)} \times 100 / \text{Total weightage}$

**PARAMETERS FOR NEGATIVE MARKINGS**

There will be negative marking from the overall score, obtained in Annexure I, as follows:

- i) Laying of Annual Report in Parliament
  - a. If Annual Report of 2017-18 submitted to MHRD before the start of Winter session, 2018 – Less 0%
  - b. If Annual Report of 2017-18 submitted to MHRD after 1/1/2019 but before 31/3/19 – Less 1%
  - c. If Annual Report of 2017-18 not submitted to MHRD by 31/3/19 – Less 3%
- ii) Submission of data for AISHE
  - a. If submitted in 2018-19 within the last date fixed for the same – Less 0%
  - b. If submitted in 2018-19 but after last date fixed for the same but before 31.3.18 – Less 1%
  - c. If not submitted in 2018-19 by 31.3.18 – Less 3%
- iii) Holding of Meeting of Board at least once a quarter (*Other Institutions may mention their own Management bodies*)
  - a. If Board meeting held once in a quarter, with at least 4 meetings in a year – less 0%
  - b. If Board meeting not held in any quarter, but 4 meetings held in a year – less 1% for each quarter when Board meeting not held
  - c. If total number of Board Meetings held in year less than 4 – less 4%

Quarters for this parameter means the periods: Quarter I: April-June; Quarter II: July-September; Quarter III: October – December; Quarter IV: January - March
- iv) Counselling system in the Institution.
  - a. When a robust counselling system exists and there is no suicide or attempt to suicide – less 0%
  - b. When no robust system exists but there no suicide or attempt to suicide – less 1%
  - c. When a robust counselling system exists but there is at least one suicide or attempt to suicide – less 3%
  - d. When no robust counselling system exists but there is at least one suicide or attempt to suicide – less 4%
- v) Signing of MoU
  - a. When MoU for 2019-20 signed before 31/3/18 – less 0%
  - b. When MoU for 2019-20 finalized by MHRD and Institution jointly but not signed by 31/3/18 – Less 0.5%
  - c. When MoU for 2019-20 neither finalized by MHRD and Institution jointly nor signed – Less 2%



vi)

Vigilance cases

- a. Where Disciplinary cases ordered by CVC – less 1% per case
  - b. Where criminal prosecution or CBI enquiry ordered by CVC – Less 2% per case
- For this purpose, each case would mean each separate incident on which an enquiry has been done by CVC

**RATING OF INSTITUTION BASED ON CONSOLIDATED SCORES**

Performance of the Institution would be graded based on overall score less the negative score to get the Consolidated Score. The performance based on the consolidated score would be as follows:

88

Consolidated Score		Rating
More than	Equal to or less than	
90	100	Excellent
70	90	Very Good
50	70	Good
33	50	Fair
Less than or equal to 33%		Poor

National Institute of Technology Durgapur

Financial Commitment of MHRD and Other Sources of Revenue

1. The MHRD would allocate the following funds to be released through Consolidated Fund of India in the year 2018-19:  
Budget Estimate (BE): Revenue – Rs103.14crore  
OH-31- 46.88 Crore  
OH-36- 41.79 Crore  
Capital: OH-35 – Rs 4.47 Crore
2. The Institution would apply for grant of funds under HEFA as follows:  
HEFA Loan application: **Rs 97.00 crore**
3. The Institution will raise funds from other sources as follows:
  - i. User charges in form of fees: **Rs 28.00 crore**
  - ii. User Charges other than fees: **Rs 3.70 crore**
  - iii. Alumni donation: Nil
  - iv. Extra mural funding from other Departments/ Ministries of Government of India: **Rs 2.00 crore**
  - v. Extra Mural funding from other sources: Nil
  - vi. Other resources not covered above: **Rs 14.38 crore**

90

91

## ANNEXURE - VIII

F.No. Pr.AO/MHRD/PFMS-EAT module/ABs/2018/43

Government of India  
Ministry of Human Resource Development  
Department of Higher Education  
Principal Accounts Office  
D-Wing, Shastri Bhawan, New Delhi

\*\*\*

Date: 16.05.2018

### Office Memorandum

**Subject: Mandatory Implementation of EAT module of PFMS by all Autonomous Bodies w.e.f. 1<sup>st</sup> July, 2018-rgd.**

Reference is invited to Inter alia O.M. No. 48(06)/PF-II/2016 dated 12<sup>th</sup> September, 2017 (copy enclosed) issued by Department of Expenditure, Ministry of Finance on the subject cited above, Para-4 of which states that with effect from 1<sup>st</sup> October, 2017, releases for Central Sector Schemes for all level of Implementing Agencies (IAs) will only be made through PFMS. Further releases shall only be made based on balances available in PFMS as per the EAT module data for the respective agency in line with the express provisions of Rule 230 of GFR 2017.

2. Further reference is invited to note dated 01.05.2018 of Secretary, Department of Higher Education, MHRD, wherein it has been decided to introduce EAT module of PFMS in all Autonomous Bodies and for all the schemes with effect from 1<sup>st</sup> July, 2018.

3. This Office have already arranged training on EAT module of PFMS for 07<sup>th</sup> to 17<sup>th</sup> May, 2018 at INGAF New Delhi and Chennai for all Autonomous Bodies and other Program Implementing Agencies.

4. All Autonomous Bodies are requested to mandatorily implement the EAT module w.e.f 1<sup>st</sup> July, 2018 for all Government Grants.

*Praveen*  
(Praveen Nandwana)  
Chief Controller of Accounts  
Tel No.23380591

To,

All Autonomous Bodies, Department of Higher Education, MHRD.  
All Bureau Head, Department of Higher Education, MHRD

Copy for Information:-

1. PSO to Secretary, HE, MHRD

*DDG*  
*JS (A31-C)*

*us (MHRD)*  
*AKS*

*2/5/18*

*Pl. circulate to all body.*  
*KRM*  
*2/5/18*

92

F. No.48(06)/PF-II/2016  
Government of India  
Ministry of Finance  
Department of Expenditure  
Public Finance (Central - I) Division

.....  
North Block, New Delhi,  
Dated, the 12<sup>th</sup> September, 2017

OFFICE MEMORANDUM

**Subject:** On boarding of all Central Sector Schemes on PFMS (target date: 30<sup>th</sup> September, 2017) – Mandatory release of grants through PFMS.

The universal roll out of the Public Financial Management System (PFMS) for Central Sector (CS) schemes is currently underway. In this regard reference may be made inter alia to F. No. 66(29)PF-II/2016 dated 15<sup>th</sup> July 2016; D.O.No.C-13015(487)/MFCGA/PFMS/2017-18/3813 to 3831; D.O. No. C-13015(487)/MFCGA/PFMS/2017-18/3927 to 3954, wherein universal roll out of PFMS and Expenditure, Advance and Transfer (EAT) module for all Programme Implementing Agencies (PIAs) at all levels for the Central Sector schemes was to be completed in two phases for two different groups of ministries by 31<sup>st</sup> August 2017 and 30<sup>th</sup> September 2017 respectively which is as under:

- I. Phase – I: 14 major Ministries/Departments constituting 2/3<sup>rd</sup> of the Central Sector Budget by 31<sup>st</sup> August, 2017.
  - II. Phase – II: It will cover remaining Ministries /Departments by 30<sup>th</sup> September, 2017.
2. This involves registration of all the Central Sector schemes and all of their implementing agencies at all levels on PFMS and use of EAT module by all these implementing agencies. The PFMS/EAT module will ensure complete tracking of funds up to last mile and also ensure Just in Time release of funds.
3. In this regard, attention is also invited to the Rule 230 of GFR 2017 wherein it has been mandated that the Programme Division of Ministries/Departments shall take the help of PFMS portal to know the bank balance of the recipients before making each release. And the instructions of DoE regarding use of PFMS portal for Central Sector Schemes issued from time to time shall be strictly followed by all Ministries/Departments. Rule 230 also mandates that the principles of "just-in-time" release should be applied for releases in respect of all payments to the extent possible.

(93)

4. In view of the expected completion of roll out of PFMS in all Central Sector Schemes, it has now been decided that with effect from 1<sup>st</sup> October, 2017, releases for Central Sector Schemes for all level of Implementing Agencies (IAs) will only be made through PFMS. Further releases shall only be made based on balances available in PFMS as per the EAT module data for the respective agency in line with the express provisions of Rule 230 of GFR 2017.

5. In view of the above, all Ministries/Departments are directed to ensure that further release of funds in respect of Central Sector Schemes from 1<sup>st</sup> October 2017 onwards are processed with the expenditure/balance details available in PFMS. It is also to be ensured that all PIAs mandatorily use EAT module of PFMS w.e.f. 1<sup>st</sup> October 2017.

6. This issues with the approval of Finance Secretary.

  
(Chittaranjan Dash)  
Director (PFC.I)  
Ph.011-23093109  
[Chittaranjan Dash]

To,

1. All Secretaries to the Government of India
2. All Financial Advisors of the Government of India
3. Principal CCAs/CCAs of all Ministries/Departments

Copy for information to:

1. PPS to Finance secretary
2. Sr. PPS to CGA
3. PS to Project Director, PFMS
4. PPS to Additional Secretary, NITI Aayog

BoC : Sri Anwar Hani



94

Anwar Hani

**NATIONAL INSTITUTE OF TECHNOLOGY, DURGAPUR**  
M.G. AVENUE, DURGAPUR, WEST BENGAL-713209.

Report on PFMS training program held at INGAF Lab, RTC, Chennai-600090.

As approved by the competent authority Mr. Uday Chandra Mukherjee, Registrar (I/C) and Mr. Santosh K. Saha, Technical Officer have attended the PFMS training program held at INGAF Lab, RTC, Chennai-600090. for the purpose of introduction of PFMS EAT module in NIT Durgapur.

The training was delivered by Mr. Santosh Kumar Saha, Accounts Officer, PFMS, Ministry of Finance, Government of India, New Delhi.

It has been decided by the Government of India that, EAT Module of PFMS will be made mandatorily operational in all the Central Autonomous Bodies for all the schemes w.e.f. 1<sup>st</sup> July 2018. This involves each institute to upload the details of the beneficiaries & vendors to whom payments are going to be made under the PFMS system. The EAT Module is likely to benefit the institution by avoiding shortage of funds, easing the process of release of funds etc. Applicability of PFMS for has been provisioned in GFR 2017 , Rule 230.

Salient features of PFMS.

- Proper distribution and utilization of Government funds.
- Fulfilling the exact need of the fund.
- Identifying the correct vendor / beneficiary and reaching them.
- Just in time release of funds.
- Banking system has been integrated with PFMA i.r.o all banks
- The system has been configured for e-payment using DSC.

Activities can be performed through PFMS

- Agency Registration & Management
- User Management
- Sanction generation (release of funds from GOI)
- E-payment
- Fund management
- Utilization Certificate submission & monitoring
- Monitoring performance of Banks/ Post office w.r.t. timely Payments
- Direct Beneficiary Transfer

Institute level activities.

- Creation of Agency Data Operator.
- Creation of Agency Data Approver.
- Rolebased authorization to respective officials.
- Scheme component mapping.
- Creation of Vendors and creation of vendor groups.
- Creation of beneficiaries.
- On boarding before 01.08.2018 and operational w.e.f. 01.08.2018 (Mandatory)

MUMD  
16/05/18

Mr. U. C. Mukherjee, Registrar (I/C)

Santosh Kr. Saha  
16/05/2018.

Mr. S. K. Saha, Tech Officer.

DIRECTOR  
16/05/18



95

ANNEXURE - IX



**A Report on the Proposed Revision in the CPDA Norms**  
(Ref. Resolution #49.15: 49<sup>th</sup>BoG meeting, 9<sup>th</sup> March, 2018)

*Submitted to*

**Director, NIT Durgapur**

*By*

**Committee for the revision of the CPDA norms**  
(Ref. OO No. NITD/60/1 dated 15<sup>th</sup> March.2018)

**National Institute of Technology Durgapur**  
**Mahatma Gandhi Avenue, Durgapur 713209, West Bengal**

**April 25, 2018**

## 1.0 Preamble

It was resolved in the 49<sup>th</sup>BoG meeting dated 9<sup>th</sup> March, 2018 (item #49.15) that device, accessories which are required for research work may be procured utilizing CPDA amount. The internal committee constituted will prepare a guideline in this regard which will be communicated to MHRD.

Accordingly, a committee was constituted (OO No. NITD/60/1 dated 15.03.2018, including one representative from each of the academic departments, and the first meeting of the committee was held in the Senate Room on April 19, 2018 at 12.30 PM.

At the outset, as indicated in the office order, Director explained the TOR to the members present. Then the members discussed the issue at length and proposed and recommended revised CPDA norms.

The following aspects were considered while formulating the revised norms.

1. None of the norms proposed are in conflict with the CPDA guidelines of the MHRD. The basic principle, on which the MHRD guidelines were formulated as per the resolution of the NIT Council, has been retained.
2. All revision in the norms was directed towards the development of the faculty pertaining to research work only, as resolved by the BoG. Greater flexibility and opportunity in research and more facilities in research work was the focus of the entire exercise.
3. On one hand, a few additional items were proposed; and on the other, a few restrictions in terms of maximum limit of expenditure were incorporated in the existing guidelines [e.g. 3(a), 3(b)].

## 2.0 Revised norms of CPDA as proposed by the committee

Sl. No.	Particulars / Purposes	Maximum Limits & Remarks
1	(a) Presenting papers in national/ international conferences/ workshop, attending Conference/ Workshop/ Symposium/ Special training / Research interaction in India /abroad. The expenditure towards TA, DA, registration fee, visa fee, insurance charges shall be met from CPDA. In case of attending research visits outside India, TA/DA rate will be available as per the GOI office order No. 19053/1/2010-E.IV, dt. 10.09.2010. Grant Code: NITD/CPDA/01	Max. Rs 2.1 lakhs in a block year.
	(b) Presentation of papers in national/international conferences in India /abroad by a regular full time Indian student of the Institute supervised by the concerned faculty member may be supported partially. The faculty member should provide proper justification for the support. Grant Code: NITD/CPDA/02	Maximum Rs 50000 per student.

2	Acquiring membership of professional bodies/societies, both national and international. Grant Code: NITD/CPDA/03	<i>Maximum 3 professional bodies in one block year</i>
3	<b>Contingent Expenses</b>	
	(a) To purchase books & stationery items not available in the Institute Stores. Grant Code: NITD/CPDA/04	<i>Maximum Rs 20000 per annum</i>
	(b) To purchase Computer related consumables such external storage device, cartridges Grant Code: NITD/CPDA/05	<i>Maximum Rs 25000 per annum.</i>
	(c) To Purchase consumable items such as chemicals, glass ware, charges for synthesis and analysis of samples for pursuing research Grant Code: NITD/CPDA/06	<i>Balance fund available.</i>
	(d) Expenditure related to application/ maintenance, etc. of patents. Grant Code: NITD/CPDA/07	<i>Balance fund available.</i>
	(e) Expenditure for visits to defend proposals for individual sponsored research projects. Grant Code: NITD/CPDA/08	<i>Balance fund available.</i>
	(f) To purchase small devices and accessories for research work/ experimental set up or consumable electrical /electronic /mechanical / civil items for research work Grant Code: NITD/CPDA/09	<i>Maximum Rs 50000 per annum</i>
	(g) To purchase computer consumables and small accessories like battery, mouse, keyboard, memory, processors, adaptors, UPS (upto 1500 VA), peripherals (upto Rs 10000), wireless router/ modem/ internet dongle without data charge for research purpose Grant Code: NITD/CPDA/11	<i>Maximum Rs 50000 per annum</i>
	(h) To repair/maintain existing equipment/ instruments/ experimental set up or machining/ fabrication job for research purpose Grant Code: NITD/CPDA/12	<i>Maximum Rs 50000 per annum</i>
	(i) To repair/maintain computers/peripherals used for research Grant Code: NITD/CPDA/13	<i>Maximum Rs 50000 per block year</i>
	(j) Anti-virus software for computers used for research Grant Code: NITD/CPDA/14	<i>Maximum Rs 5000 per block year</i>
	(k) Renewal of licence/ upgrade of existing software for research purpose Grant Code: NITD/CPDA/15	<i>Maximum Rs 50000 per annum</i>
	(l) Page charge for publication in SCI journals Grant Code: NITD/CPDA/16	<i>Maximum Rs 50000 per annum</i>

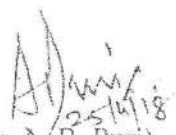
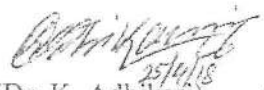
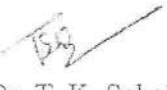
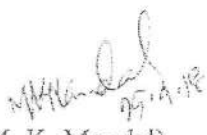
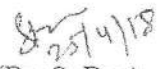
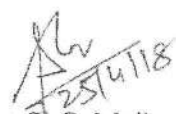
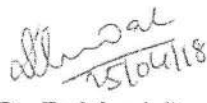
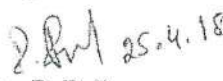

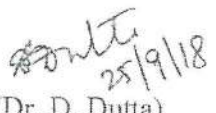
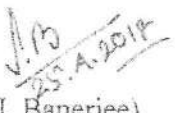
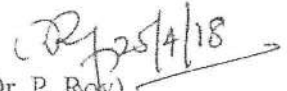
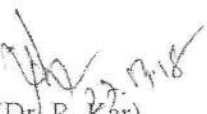
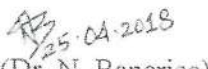
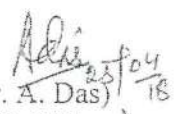
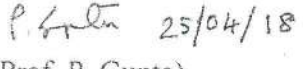
3.0 Amendment in the norms of processing of CPDA applications

In addition to revision in the CPDA norms, the members also discussed the processing norms of the CPDA applications and recommended the following amendments.

1. The processing time of CPDA application should be reduced. The applications should be routed through HoD, DR (F&A), CPDA committee and be approved by (i) Director for the research visits, and (ii) Registrar for procurement activities.
2. If the fund required for a research visit abroad exceeds the balance CPDA fund available in a FY, a notional sanction of the same may be furnished in the present FY. However, the reimbursement for the expenditure which is in excess of the fund available at that point of time should be made after the actual expenditure when the faculty member becomes eligible for the excess fund in the next FY. This will ensure the participation of the faculty members in quality conferences/ research interaction in distant continents in the early part of a block year.
3. A certificate should be issued to each faculty member after the completion of a block year stating the amount spent from PDA with details.

A report on the revised norms of CPDA as resolved in the above meeting is submitted to the Director for his kind perusal.


Members of the committee

- |   |  |   |   |
|---|--|---|---|
| <br>(Dr. A. B. Puri)<br>ME Dept. | <br>(Dr. K. Adhikari)<br>ES Dept. | <br>(Dr. T. K. Saha)<br>EE Dept.                         | <br>(Dr. M. K. Mandal)<br>PH Dept.         |
| <br>(Dr. S. Das)<br>CS Dept.     | <br>(Dr. S. C. Moi)<br>CY Dept.   | <br>(Dr. D. Mandal)<br>MT Dept.                          | <br>(Dr. P. Pal)<br>MA Dept.               |
| <br>(Dr. J. Sikder)<br>CH Dept.  | <br>(Dr. D. Dutta)<br>BT Dept.    | <br>(Dr. J. Banerjee)<br>HS Dept.                        | <br>(Dr. P. Roy)<br>CE Dept.               |
| <br>(Dr. R. Kar)<br>EC Dept.     | <br>(Dr. N. Banerjee)<br>MS Dept. | <br>(Mr. A. Das)<br>(Audit Officer)<br>Dy. Reg (F&A) I/c | <br>(Prof. P. Gupta)<br>Convenor, CH Dept. |

Director

*Member Secretary*

*Pls. place in the 50<sup>th</sup> Secrete*

  
27/4

# ANNEXURE - X

National Institute of Technology Durgapur

Rules and Regulations

for

Sponsored Research & Consultancy Cell (SRCC)

## 1.0 PREAMBLE:

A cell is created by the Board of Governors, NIT Durgapur for the purpose of Promotion of sponsored research & consultancy to meet future needs of India through meaningful education, original research of the highest standard and leadership in technological innovation for the industrial growth of the Country. In addition to offering formal Undergraduate and Post-graduate Programs, the Institute actively encourages its faculty to undertake sponsored research and consultancy projects in order to strengthen the research profile of the Institute.

Sponsored research activity of the institute is administered through Sponsored Research and Consultancy Cell (SRCC). The cell looks after the administrative and financial aspects of sponsored research, industrial consultancy, testing and certification, and continuing education. SRCC acts as a facilitating centre in providing assistance for the faculty members of the institute in communicating with the external sponsors, both national and international, and maintaining the accounts from pre-award to post award stage of the project.

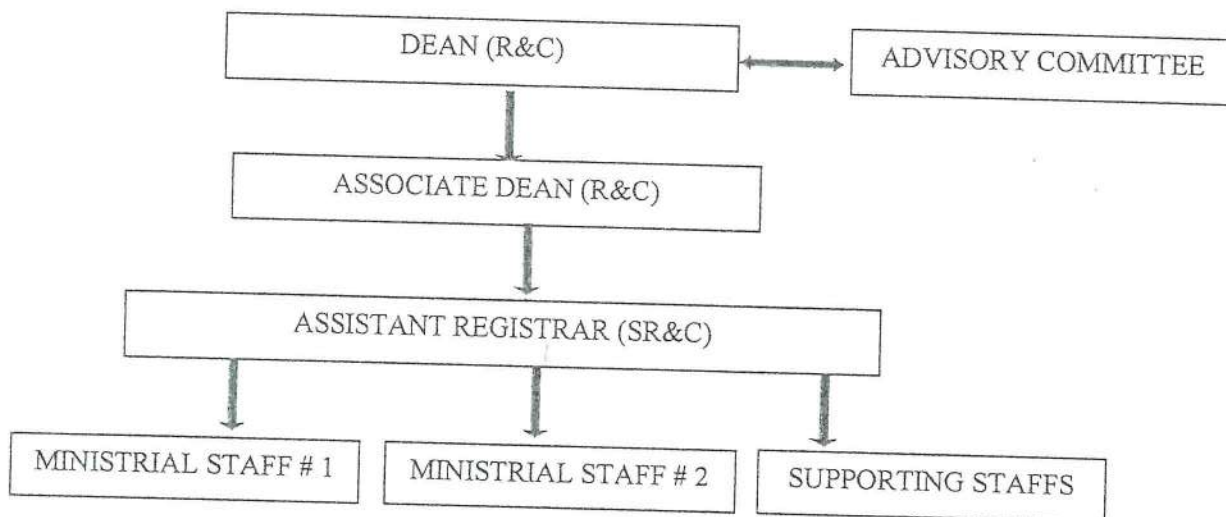
It also promotes and manages Institute-Industry interactions and all externally funded research and development projects as well as patents. All the Industrial Consultancy Projects are to be registered with the SRCC Cell. The Cell acts as a liaison between the Institute and funding agency to undertake sponsored projects.

SRCC shall have total autonomy with respect to the administration of all the sponsored research, industrial consultancy and related matters covered under the SRCC Rules.

SRCC shall be headed by Dean (R&C) and shall consist of Associate Dean (R & C), Assistant Registrar (SR&C) and Ministerial & Supporting staff members and also one advisory committee for guidance. The Dean (R&C) will directly report to Director in all SRCC related issues.

## 2.0 ORGANIZATIONAL STRUCTURE:

The organizational structure shall be as follows:



## 3.0 PRINCIPAL INVESTIGATOR (PI):

The term Principal Investigator (PI) refers to a faculty member of the Institute who prepares and submits the project proposal through proper channel and takes full responsibility of carrying out the project to completion along with the achievement of project goals. As a Principal Investigator, one should take into account his professional interest in identifying new and important research questions. One could establish an internal review panel as a team to discuss the efficacy of the proposed study. The team will concentrate on the improvement of scientific content of the proposal. The PI may be assisted by one or more Co-investigators (CI) for achieving the technical goals. The CI(s) will ordinarily be permanent faculty members of the Institute. In case of Inter-institutional projects the PI of the second institution will be called Co-PI.

PI of a sanctioned project is considered to be the prime interface between the funding agency and SRCC and is operational head of the project. The PI is advised to keep the whole project team aware about the progress of the project and involve the CI(s) in all related project activities. In his/her absence, the PI may request any of the CI to take-over the responsibility of running the project (with or without financial responsibility) and inform the same to SRCC. When the period of leave is likely to exceed one year, the sponsors must be informed by the PI.

PI /Co-PI/CI(s) can claim honorarium in a project only if it is explicitly provided by the Funding Agency.

PI/Co-PI/CI(s) is permitted to go outside the Institute on Special Casual Leave with prior approval of competent authority, for work related to Projects, but without affecting academic activities in the Institute.

The PI shall be responsible for submission of periodical and /or final technical report(s) of the project work as may be required by the sponsoring agency. He / She shall also send a copy of the final technical report to Dean (R&C).

In the consultancy projects, the principal consultant and other consultants will have the same responsibility and authority as of PI and CI of sponsored research projects.

## 4.0 SPONSORED RESEARCH

### 4.1 Project Proposal:

All the project proposals to different sponsoring agencies have to be prepared as per the following format or as per the format prescribed by the Sponsoring agency:

**Title:** The project title shall be a good match to the proposed themes of the funding agency. Moreover, the reviewer should easily remember it.

**Summary of the Proposal:** One needs to highlight the aims and overview of the research plan. It should demonstrate the importance of the study and generate interest to the reviewer.

**Research Statement:** PI should incorporate the relevance of the proposed study, the focus of the study and a rational plan to achieve the study goal(s).

**Objectives:** The proposal should establish the overall direction of the proposed study. In the case of several objectives PI should state the action, the behavior and the standard against which it will be measured.

**Literature Review:** PI needs to incorporate important work in a concise manner in the proposed study. In addition, PI should try to advance the knowledge.

**Study Design:** It shall be simple and clear. Moreover, the design should be based on the study objectives. You may need to discuss with the expert in research methods, if necessary, to obtain suggestions on sample design, data measurement, collection and analysis.

**IPR issues:** The information generated under the projects is usually the joint property of the Funding Agency and the Institute unless otherwise stated in the Contract/Agreement with a funding agency or a collaborative partner with whom the ownership issue is mutually decided beforehand. The same may be protected by means of filing of copyrights/patents etc.

Funding agencies are concerned with ethical issues of the scientific experimentation. PI is responsible for upholding academic integrity and having the requisite clearance from the ethical committee as required..

### **Budget Estimate:**

While making a budget for a project, the following heads should be taken into account:

- Salary of Project Staff (JRF/SRF/Project staff)
- Equipment
- Consumables
- Travel (domestic, international)
- Contingency
- Overheads

In general, for sponsored research projects 20% on the total project cost shall be charged towards service charges (overheads) for utilizing the infrastructural and other facilities of the Institute. The Institute shall support funding for filling patent and fees related to their maintenance.

All research proposals shall be routed through and endorsed by Dean (R&C) on behalf of the Director, with relevant information required by Sponsors. In case of projects requiring significant infrastructure facilities and additional support by the Institute, Dean (R&C) will obtain the prior approval of the Director. The entire outgoing project proposals will be recorded in the proposal register and be filed for documentation of proposals sent to sponsoring agencies for approval.

All sanctioned and approved project proposals have to be registered with the SRCC by filling up of 'Project Registration Form", duly forwarded by HOD/HOC along with a copy of the proposal (both original and recast, if any) and approval by the sponsors for project registration.

It shall be the responsibility of the PI to get the project work completed satisfactorily within the sanctioned grant and duration.

#### **4.2 Project Staff Recruitment:**

All the project employees (JRF/SRF/RA/Project staff) will be appointed through open advertisement followed by the interviews. SRCC provides following options of recruiting project staff to kick-start the project activities:

##### **Casual Appointments:**

The PI may immediately offer a contract of work on casual basis (informal selection) to anyone with suitable qualifications starting from the date of their choice. However, such awards are restricted to 89 days only for each individual. These may be given against sanctioned positions. In the meantime, the process for project appointments against the sanctioned posts in the project can be initiated.

##### **Project Appointments:**

These appointments are purely contractual and renewed every year maximum up to the duration of the project. On receipt of the project, the PI shall forward the request for such engagements to SRCC. SRCC will post the advertisement on Institute website and SRCC notice board. Usually there should be a time gap of about 3 weeks between the advertisement and the last date for receiving the completed application. After the due date the PI will scrutinize the applications received, short list the candidates and get it approved by Dean (R&C). The usual time gap between the dispatch of call letter and the date of interview should be about 3 weeks but can be reduced if all short listed candidates can be contacted effectively. The project appointees will have to sign an undertaking.

The PI has two options for holding these selections:

Option I - Walk in test/ Interview; and

Option II - Short listing followed by test and / or Interview.



Selection of JRF/ SRF/ RA shall normally be made as per the guidelines provided by the sponsoring agency and with the approval of the Dean (R&C).

Automatic transfer from one project to another either on completion or midway shall not be permitted, except with specific permission from Dean (R&C)/Director.

The PIs shall consider prevailing compensation package, general qualifications and experience for staff while preparing project proposal.

**Selection Committee:**

The Selection Committee for the recruitment of project staff for each project shall consist of following:

- |      |   |               |
|------|---|---------------|
| i)   | HOD/HOC of the concerned Dept./<br>Centre to which the PI belongs     | - Chairperson |
| ii)  | One faculty member of the PI's Dept.                                  | - Member      |
| iii) | One subject expert from outside the<br>Institute as recommended by PI | - Member      |
| iv)  | Principal Investigator/Co-Investigator                                | - Convenor    |

Scheduled selection committees cannot be cancelled at short notice in order to avoid inconvenience to appearing candidates especially coming from outside.

All appointment letters shall be issued under signature of Assistant Registrar (SR&C).

**Assistantships/Fellowship:**

As per the project guidelines.

**Hiring of Casual Labour:**

Casual Labour for special needs of the project can be hired for specific work on contracted amount (normally based on daily wage norms of the Institute) for a maximum period of 89 days. Beyond this period, such hiring is subjected to the recommendations of the Committee and in very special situation up to 6 months may be considered by the Dean (R&C) with a break after 89 days. The fellows or project staff will have to sign an agreement for every contractual period as per given format.

**Appointing Visiting Scientists:**

As per project approval/guidelines the PIs can appoint visiting scientists by invitation against a sanctioned post in a project or from specific project head with the prior approval of Director/Dean (R&C).

**Conduct Rules:**

A project employee shall execute a Contract Agreement with SRCC at the time of joining with the explicit provision that contract may be terminated by either side (Staff or SRCC Office) by giving one month's notice or one month's consolidated compensation in lieu of the notice.

PIs shall be the sanctioning and controlling authority for all types of leaves with respect to contractual project staff.

Project employees shall

- a) Follow general code of conduct as approved by SRCC.
- b) Maintain secrecy of the research findings/technical information and shall not get involved in unauthorized communication of any official document or information.

Dean (R&C) may, at his discretion, constitute committee(s) to conduct disciplinary proceedings, if necessary against project employees. On the basis of the report suitable disciplinary action may be initiated and punishment will be imposed by the Dean (R&C).

A Project employee working in a sponsored project of the Institute is eligible to register for the M.Tech. / Ph.D. programme of the Institute subject to his / her satisfying the admission/qualifications requirements of sponsored candidates from the Industries and R&D Organizations provided

The remaining tenure of the project at the time of admission is at least two years;

The admitted candidate gives an undertaking that he / she will not be automatically eligible for Institute Fellowship;

**4.3 Purchase of Equipment / Consumables:**

Purchase of equipment/consumables has been made by following approved Institute purchase procedure/GFR 2017.

For all purchases above Rs 2, 50, 000 should be made through SRCC purchase committee, but below Rs.2,50,000 PI can do the purchase through standing purchase committee of PI's department following GFR 2017.

1. The SRCC purchase committee shall consist of following:

- i) As nominated by Director - Chairperson
- ii) Dy. Registrar (F & A) - Member
- iii) Dy. Registrar (P & S) - Member
- iv) Asst. Registrar (SR&C) - Secretary

105

Additionally, PI shall be a Member to the Purchase Committee for purchases related to his/her projects.

2. After the due date all the quotations will be opened, examined and signed by the SRCC Purchase Committee. Usually, response from at least three parties is needed for a particular purchase. The committee will sign and recommend the comparative statement. Usually, the purchase recommendation should be on the basis of lowest quotation for the given specifications. However, if the purchase committee feels the necessity to recommend a higher bidder on technical grounds, they can do so by documenting a technical justification for rejecting the lowest quotation.

3. For specialized items or custom made items procured from a reputed manufacturer or its authorized dealer only, a proprietary nature certificate from PI has to be enclosed for purchase with single quotation.

4. The SRCC shall book the fund and arrange for pre-auditing. Only after the purchase requisition has been pre-audited, it will be forwarded to competent authorities for purchase approval.

5. For purchases upto Rs. 2, 00,000/-, Dean (R&C) will be the approving authority and for purchases above Rs. 2, 00, 000/-, Director will approve the purchase on the recommendation of Dean (R&C).

6. Finally, SRCC will send the approved purchase file and the draft purchase orders to Registrar for signature. SRCC will particularly ensure that items under taxes, freight, insurance, packing and forwarding, bank charges, payment terms and other terms and conditions are entered correctly in the draft purchase order before sending to Registrar for signature.

#### **Purchase of goods directly under rate contract:**

PI may directly procure Central Purchase Organisation (e.g. DGS&D) rate contracted goods from suppliers, the prices to be paid for such goods shall not exceed those stipulated in the rate contract and the other salient terms and conditions of the purchase should be in line with those specified in the rate contract. The PI shall make its own arrangement for inspection and testing of such goods where required.

#### **Imported Items:**

The overall purchase procedure for all imported items (equipment, spare parts or consumables) regardless of their value will follow almost the same guidelines with the following additional points which should be taken into account:

(106)

1. The quotation should clearly mention if the quoted price is inclusive or exclusive of Indian agent's commission.
2. The commission amount (if any) should be deducted while opening LC.
3. The purchase proposal should contain a Not Manufactured in India (NMI) certificate from PI.
4. All purchase orders should mention our cargo releasing agent's name and full address. A copy of the purchase order should be sent to cargo releasing agent at the time of placing the order with the firm for necessary action at their end.

In case of urgency, prior approval of the competent authority is required to make any purchase in foreign currency through internet/credit card etc.

#### **Procedure for obtaining Engineering Services:**

Engineering services such as repair and maintenance work on civil and electrical facilities or alteration / refurbishment will ordinarily be carried out by the Institute Maintenance unit following normal tendering process. However, small works (costing less than Rs. 15000/-) may be arranged by PI at the department level with due approval of HOD/HOC. All formalities of the purchase process, however, should be observed.

#### **4.4 Advance payment:**

Advance payment to vendor can be done by taking prior approval of competent authority. The PI may draw advance for such payment and adjustment may be made along with the final bill submit by the vendor/supplier.

PIs shall normally be allowed to draw another advance only after adjusting the previous one taken by them.

#### **4.5 Payment of Bills:**

For all purchases kindly make sure that the bills (except petty cash purchase from imprest account) have S. No., Date and TIN/PAN No. of the vendor/supplier.

While making a purchase, make sure not to pay any Excise Duty as the Institute is exempted from paying it.

Do not incur expenses after the sanctioned duration of the project. Request for extension of projects should be made to funding agencies well in advance.

PIs shall arrange to maintain Procurement-cum-purchase Registers and Stock / Asset Register. These shall be verified by Govt. Auditors and SRCC office as and when required. It may be noted that all permanent assets which are of non-consumable nature (equipment/ accessories, computers, computer peripherals, furnitures etc.) acquired from the project have to be entered in the register.

All the materials / equipments received should be inspected, entered in the stock register and the invoices / bills be certified by PI for payment. In case of purchase of equipments which require installation and demonstration, installation certificate should also be enclosed along with the invoices. Payment will be made by SRCC in the form of cheque.

The usual payment terms for imported items are through LC, which can be opened only after receiving the order confirmation and proforma invoice from the firm.

#### **4.6 Travel & Travel Allowance:**

The PI, CI(s) and Project staff can visit places for project work outside the Institute as per entitlement, subject to availability of funds under budget head "Travel or TA/DA" of the project. However, sanction of concerned HOD / HOC is required for being away from the Institute.

All travel bookings are required to be made as per Institute norms. PIs can sanction expenses related to booking of travel tickets (including Tatkal) and cancellation of travel tickets. Prior approval of Competent Authority is required only in case of any relaxation including non-Air India travel.

PI and CI(s) may travel abroad from a project only if a specific provision is available for international travel in the project sanction. Prior approval of competent authority should be obtained for ex-India visits (including non-Air India travel) and sanction of leave needs to be obtained from respective sanctioning authority. PI can sanction Registration fees for international conferences from research projects.

On recommendations of PIs, contractual project staff and students working in projects may be permitted with approval of the Dean (R&C) to present papers in National / International Conferences within the country with TA, DA and Registration Fee support provided the funds are available under Travel head of the project.

To meet upcoming expenses during travel, an advance may be drawn. However, it may be noted that such advances need to be adjusted within 15 (fifteen) days from the date of completion of journey. Second advance cannot be sanctioned when the previous advance still remains unadjusted.

Research Fellows (JRFs / SRFs/ RAs) and contract project staff are not entitled for advance. However, they may submit claim for reimbursement of contingency expenditure through proper channel.

The Government of India TA & DA rules will be applicable to the PIs and project employees for all sponsored research/ consultancy projects.

#### **4.7 Organising Seminars/Workshops/Inviting Visitors:**

The project may require to arrange/organize Seminars/Workshops/Meetings etc. PIs are empowered for staging such events where such provision exists and the expenses are within the approved budget from Funding Agency. In case no specific provision exists in the project, PI may still sanction expenses within a limit of Rs. 15,000/-.

**Visitors from within country:**

PIs can invite outside scientist/expert to the Institute under a project for short duration (up to one week) for project related work with expenses limited to their entitlement. Non-Air India travel requires the approval of competent authority.

**Visitors from abroad:**

PIs like to invite Students/Researchers/Visitors for project activities from abroad will require the approval of competent authority. In some cases, prior approval of MHRD is also required.

**4.8 Finance & Accounts:**

A separate book of accounts shall be maintained by SRCC for each project. SRCC should provide the UC & SE as and when required by the sponsors. Govt. Audited statement of accounts at the end of each financial year shall be provided, if required by the sponsor.

In the event, any project utilizes Institute's manpower and other supporting facilities beyond office hours, the expenses towards the same shall be charged to the respective project. For this purpose, on the recommendations of the PI and HOD / HOC concerned, the Dean (R&C) may approve suitable honorarium for the supporting staff of the Institute as per norms approved by the Institute from time to time.

Accounts for sponsored projects shall be maintained under five broad budget heads. They are: Salary, Equipment, Consumables, Travel, Contingency and Overheads.

Cash advance shall be drawn in the name of permanent employees only working in the projects. He / she shall normally be allowed to draw another advance only after adjusting the previous one.

All expenditure shall normally be made within the proposed date of completion of the project. Exception may be permitted with the consent of the sponsor.

SRCC shall ensure that the head-wise expenditure does not exceed the budgetary allocation. For effective control, periodic (or as and when required) expenditure details shall be made available to PIs by SRCC.

The PI shall write to the sponsor for timely release of fund with a copy to the Dean (R&C) for follow up. SRCC will provide the un-audited/audited statement of accounts to PIs for forwarding the same to the sponsor.

**Day to day Expenses:**

PI may draw a permanent imprest advance of Rs. 10,000/- for meeting day-to-day expenses/petty purchase. PI can draw the next advance only after adjustment of the previous one. The adjustment bills have to submit to SRCC by the PI.

## 5.0 INDUSTRIAL CONSULTANCY

The Institute has expertise in various research areas to provide knowledge and intellectual inputs which are of interest to the industry. It encourages its faculty to undertake consultancy work, which is an important tool in industrial growth of the Country.

In case of a consultancy project, proposal is prepared by the PI based on the requirement of the industry. It should specifically mention breakage of funds, normally consultancy fee as the primary component. It may also have budget for supporting manpower, equipment, travel contingency and other such costs to execute the consultancy project.

For projects involving only site visits for consultation work and/or personal discussion, charges will be decided at mutually acceptable rate which shall be based on extent and nature of work. Travelling & Daily allowance will be extra as per institute norms.

No consultancy, whatsoever, shall be less than Rs.30,000 and no charges for exclusive material testing shall be less than Rs.5000.

Industrial Consultancy activities in the Institute and corresponding overhead are of following types:

Sl. No.	Type of Consultancy	Rate of overhead (after deduction of Service Tax)
1	Use of no Institute Facilities	25%
2	Use of institute Laboratory facilities	30%

### **CALCULATION OF CONSULTANCY FEE:**

If project cost (prior to overheads) is P; then overheads of N% will be charged on P as per the table, Service Tax will be 14.5% (presently) or whatever is applicable, on (P + N% overheads).

For example, for a project cost of P =100 and 25% overheads, the calculation is as follows:

Project cost = Rs. 100.00

Overhead = Rs. 25.00

Service Tax = (Rs.100.00+ Rs.25.00) x 14.5% = Rs.18.125

Total fees received from client = Rs.100.00 + Rs.25.00 + Rs.18.125

## DISTRIBUTION OF CONSULTANCY FUNDS:

The fund for Consultancy work will be operated by SRCC. The expenditure towards contingencies shall not be more than 25% of the consultancy amount. The consultancy projects where outside agencies will be involved through MOU approved by SRCC shall follow the norms of the MOU. The norms for calculation of various percentages for distribution of the total money received from client (excluding service tax in every case) will be as follows:

### General Disbursement Rules:

- Consultancy fees = C
- Total expenditure on the project = E
- Project cost  $P = C + E$
- Overhead Charge  $O = P \times N\%$
- Service Tax  $S = (P + O) \times 14.5\%$
- Total fees received from client  $T = P + O + S$

Amount C to be distributed among the Investigators, technical & supporting staff and office staff (if required). Fees can be taken only after successful completion of the project certified by the sponsor agency.

All sanctioned and approved consultancy project proposals have to be registered with the SRCC by filing up of 'Project Registration Form', duly forwarded by HOD/HOC along with a copy of the proposal (both original and recast, if any) and approval by the sponsors for project registration.

It shall be the responsibility of the PI to get the consultancy work completed satisfactorily within the sanctioned amount and duration.

All other norms for consultancy projects presently in vogue shall continue to be applicable with Dean (R&C) having total financial and administrative power. Besides, the rules of sponsored research projects mentioned aforesaid are also applicable.



### 6.1 Project Initiation:



Sl. No.	Activity	Responsibility	Estimated time (Max no. of working days)
1	Submission of proposal to SRCC	PI through HOD or HOC / Research committee	2
2	Scrutiny of overhead as per norm	SRCC Staff / Asst Registrar (SR&C)	1
3	Endorsement of the proposal	Dean (R&C)/Registrar	1
4	Archive soft / hard copy of the proposal	SRCC Staff	1
5	Dispatch of the proposal (hard copy) to the Sponsor	SRCC Staff / PI	1
6	Registration of the project at SRCC after receipt of sanction letter from the sponsor	PI	-
7	Assign the project number	SRCC Staff / Asst. Registrar (SR&C)	2
8	Intimation of bank account number of SRCC to Sponsor	SRCC Staff / Asst Registrar (SR&C) / PI	1
9	Budget heads created, received funds in various heads noted. Project operational.	SRCC Staff / Asst Registrar (SR&C)	2
10	Overhead / service tax deducted from project fund	SRCC Staff / Asst Registrar (SR&C)	2

### 6.2 Purchase:

Sl. No.	Activity	Responsibility	Estimated time (Max no. of working days)
1	Preparation of bid document & Tendering	PI + SRCC Purchase Committee	30-45
2	Preparation of comparative statement & purchase order	PI + SRCC Purchase Committee	3
3	Scrutiny of fund availability and purchase procedure & Approval	SRCC Staff / Asst Registrar (SR&C) / Internal Audit / Dean (R&C)	3
4	Signing PO	Asst. Registrar (SR&C) / Registrar	1
5	Dispatch of PO to vendor, PI	SRCC Staff	1
6	Receipt of goods	PI	-
7	Inspection / testing / commissioning etc.	PI	7
8	Entry into Project stock book / measurement book	PI	1
9	Submission of bills, Installation & warranty certificates to SRCC	PI	1
10	Scrutiny of bills & Release of payment to vendor	SRCC	15

## 6.3 Accounts / Reports:

(112)

Sl. No.	Activity	Responsibility	Estimated time (Max no. of working days)
1	Submission of progress reports & other deliverables to the sponsor	PI (with a copy to SRCC)	-
2	Audit of funds each FY	SRCC through Auditor	15
3	Submission of UC & Audit report to sponsor	PI	-
4	Payment of service tax to appropriate authority	SRCC Staff	3
5	Raise grant-in-aid bill to sponsor as per requirement	PI	-
6	Submission of Completion Report to sponsor	PI	-
7	Payment of honorarium to investigators (Consultancy projects)	SRCC Staff / Asst. Registrar (SR&C) / Dean (R&C)	3

## 6.4 Travel:

Sl. No.	Activity	Responsibility	Estimated time (Max no. of working days)
1	Submission of travel application through HOD/PI	Project staff / PI	-
2	Scrutiny for fund availability	SRCC Staff	1
3	Application for advance	PI	-
4	Approval and release of advance	SRCC Staff /Asst. Registrar (SR&C) / Dean (R&C)	3
5	Submission of TA bill	PI	-
6	Processing of TA bill and adjustment	SRCC Staff / Asst. Registrar (SR&C) / Dean (R&C)	3

## 6.5 Project Staff:

Sl. No.	Activity	Responsibility	Estimated time (Max no. of working days)
1	Request for recruitment as per provision in sanctioned project along with details	PI	-
2	Scrutiny / Approval	SRCC Staff / Asst. Registrar (SR&C) / Dean (R&C)	2
3	Advertisement on website	SRCC Staff	1
4	Submission of Recommendation of the selection committee along with evaluation sheet and application of the selected candidates, issue of Appointment letter	SRCC Staff / Asst. Registrar (SR&C) / PI & Dean (R&C)	30
5	Agreement of appointment	Employee / Fellow / PI / Asst. Registrar (SR&C)	2
6	Submission of joining report to SRCC	PI through HOD	2
7	Submission of Attendance every month to SRCC	PI	By 25th of every month
8	Release of assistantship	SRCC Staff / Asst. Registrar (SR&C) / Dean (R&C)	By 2nd of next month

Availability of concerned officials in SRCC office has been presumed in estimating the maximum number of working days required to complete an activity.

All documents will be finally checked and countersigned by Assistant Registrar (SR&C).

### **7.0 Disbursement of Overhead Charges:**

Normally overhead charges shall be applicable @20% of the total project cost. Sometime, the overhead charge sanctioned by the sponsoring agency is less than 20%. 70% of the overhead charges shall remain in the SRCC account, 20% in the Professional Development Account (PDA) account of the PI and 10% in the DPA of the department to which PI belongs.

The same will also be applicable for the overhead charges claimed on consultancy projects.

### **7.1 Professional Development Account (PDA):**

The PDA can be utilized for the following purposes by the PI:

1. Purchase of equipment / software;
2. Travel (within the country and abroad) for research or related discussion;
3. Conference related payment;
4. Purchase of Books, journal subscription, Professional Membership;
5. Teaching material and teaching aids;
6. Expenses related to promotion of professional activities, such as purchase of Data Card for mobile internet, broadband connections at residences etc.

### **7.2 Department Promotional Account (DPA):**

The DPA can be utilized for the Procurement of equipment, consumables etc. for the department. When the PI is associated with more than one department/ centre, the grant for the DPA will be credited to the account of department / centre recommended by PI.

The advisory and monitoring committee as approved by the BOG shall remain in vogue.

**SPONSORED RESEARCH & CONSULTANCY CELL  
NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR**

Articles of Agreement made this \_\_\_\_\_ day of \_\_\_\_\_ Two thousand \_\_\_\_\_ by and between the Sponsored Research and Consultancy Cell (hereinafter called the SRCC) of ONE PART and Mr./Ms. \_\_\_\_\_ son/daughter of Mr. \_\_\_\_\_ residing at \_\_\_\_\_ hereinafter referred to as the 'Party of the Second Part' of the OTHER PART.

WHEREAS the 'Party of the Second Part' has been appointed by the SRCC on contract basis to serve as \_\_\_\_\_ in sponsored research project entitled " \_\_\_\_\_ " sponsored by \_\_\_\_\_

AND WHEREAS the 'Party of the Second Part' has agreed to serve the said project as \_\_\_\_\_ on the specific terms and conditions hereinafter contained as well as general terms and conditions regulated by the SRCC.

NOW THESE PRESENTS WITNESSTH and the Parties hereto agree subject to the general terms and conditions regulated by the SRCC.

- 1) The 'Party of the Second Part' shall serve the said project as \_\_\_\_\_ on a consolidated compensation of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) per month. No DA and other allowances are admissible.
- 2) That the 'Party of the Second Part' is joining the said project with full knowledge and understanding that the project is a contract job. The tenure of this assignment is up to one year and this contract will automatically terminate on the afternoon of the same day.
- 3) The 'Party of the Second Part' shall devote his whole time and attention to the service of the project undertaken by the Principal Investigator (PI) and shall be subject to the Rules and other provisions of the SRCC relating to assignment under contract.
- 4) The 'Party of the Second Part' may be provided with hostel accommodation, if available, and shall be liable to pay license fee and charges for water, electricity and any other services rendered thereunder.

- 5) If so required, the 'Party of the Second Part' shall have to perform on a staggered or shift duty including six days a week.
- 6) The Contract Service of the 'Party of the Second Part' may during the period of contract, be terminated by the SRCC at any time by one month's notice given during the period of contract. The contract may be terminated at any time due to non-availability of funds or unforeseen termination of the project by the sponsor. In such eventuality, the SRCC shall pay one month's compensation to the 'Party of the Second Part'. The 'Party of the Second Part' may terminate his contract service by giving one month's notice.
- 7) The 'Party of the Second Part' shall be eligible to avail 8 days Casual Leave and 10 days (20 days with one half of full compensation) with full compensation. The 'Party of the Second Part' shall be provided with outdoor treatment facilities and medicines normally available at Institute Medical Unit only for self and dependents (spouse & children).
- 8) The 'Party of Second Part' thus appointed with consolidated compensation shall not be eligible for Gratuity and other benefits. No LTC / HTC shall be admissible.
- 9) In respect of any other matter for which no provision has been made in this agreement the 'Party of the Second Part' be governed by the SRCC rules and the administrative orders issued by the Dean (R&C) or by his nominee from time to time.
- 10) The 'Party of the Second Part' further understand that this contractual assignment under SRCC will not give him any right whatsoever for automatic absorption into the Institute's Cadre.

In witness whereof the 'Party of the Second Part' and the Dean (R&C) or his nominees for and on behalf of the sponsoring agency have hereunto set their hands the day and year first above written.

Signed by the party on the  
Second Part

Signed by the Dean (R & C) or his nominee for and on  
behalf of the sponsor

Witness:

Witness:

1) Signature:  
Name:  
Designation:  
(Principal Investigator)

1) Signature:  
Name:  
Designation:

2) Signature:  
Name:  
Designation:

2) Signature:  
Name:  
Designation:

SPONSORED RESEARCH & CONSULTANCY CELL  
NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR

Application for Enrolment in the Ph. D. Programme (For use of JRF, SRF, RA employed in a sponsored scheme/project individual scholarship holder of CSIR / UGC)

To

The Dean (Academics),

National Institute of Technology, Durgapur

(Through: Proper Channel)

Sir,

I am interested to enroll for the Ph. D. degree of the Institute and request for your permission to join the Research programme in the Department / Centre \_\_\_\_\_ and furnishing the following information and testimonials in support of my application.

1. Name of applicant (in full):

2. Nature of the offer received: (a) Appointment in a tenure scheme / project or (b) Award of individual fellowship

(\* Strike out the one not applicable)

3. Joined in the Department / Centre \_\_\_\_\_ in the capacity of \_\_\_\_\_ on date \_\_\_\_\_

4. (a) Tenure of the award \_\_\_\_\_ Years \_\_\_\_\_ Months effective from the date

(b) Name of the Scheme / Project:

5. Home Address:

Pin \_\_\_\_\_

6. Academic Qualification:

Standard	Degree	Board / University	Year of Passing	CGPA / % of marks	Subjects offered
XII					
Graduation					
Post Graduation					
PhD					

7. Particulars of all India qualified in (GATE / CSIR / NET) etc.:

Name of the test	Conducting authority	Year of qualifying	Score

8. Accommodation:

(a) Presently staying at \_\_\_\_\_

(b) Accommodation requesting for in a Hall of Residence \_\_\_\_ (REQUIRED / NOT REQUIRED)

9. Declaration:

I hereby give the undertaking that on being permitted to enroll in the Ph. D. programme

(i) I shall obtain a certificate of fitness from the SMO, Medical Unit

(ii) Pay all necessary fees & deposits as required by the Institute

(iii) Abide by all conditions prescribed by Regulations and further directives / instructions issued by the authorities from time to time.

Dated \_\_\_\_\_

(Signature of the applicant)

**For Sponsored Scheme / Projects:**

Certified that the particulars furnished above by the applicant have been verified and found to be correct. I have no objection to his/her being enrolled for the Ph. D. degree.

Date \_\_\_\_\_

(PRINCIPAL INVESTIGATOR)

118

The DRPC has interviewed the applicant and found him qualified for enrolment for the ph. D. degree (if admitted) all necessary facilities will be made available to the applicant.

Forwarded and recommended

Date \_\_\_\_\_

(Signature of the Head of the Department / Centre)

\_\_\_\_\_

The applicant may be allotted a seat in the \_\_\_\_\_ Hall of Residence.

\_\_\_\_\_

(CHIEF WARDEN)

The candidate is eligible / not eligible for enrolment and therefore may be / may not be admitted.

\_\_\_\_\_

DEAN (R & C)

ASST. REGISTRAR (SR&C)

ASSOCIATE DEAN (R&C)

\*\* Testimonials to be enclosed:

1. Copies of Certificate and/or mark sheet of  
(a) Date of Birth proof (b) Bachelor's degree examination (c) Master's degree examination (d) Migration
  2. Copy of qualifying certificate of GATE or NET etc. (as the case may be)
-



119

SRCC – Form 1

SPONSORED RESEARCH & CONSULTANCY CELL  
NATIONAL INSTITUTE OF TECHNOLOGY, DURGAPUR

SPONSORED PROJECT REGISTRATION  
(To be submitted along with the sanction letter from the sponsoring agency)

1. Title of the research project:
2. Name of the sponsoring agency & address:
3. Sanction letter no. & date:
4. Total grant sanctioned:
5. a) Duration:  
b) Date of commencement of the project:
6. Name of the Department/Centre, where research is to be performed:
7. Name & Designation of the Principal Investigator:
8. Name(s) & Designation of the Co-Principal Investigator(s):
9. Year-wise break-up of grant sanctioned:

Heads of expenditure	1st year (Rs.)	2nd year (Rs.)	3rd year (Rs.)	4th year (Rs.)	Total (Rs.)
Salary / Fellowship					
Equipment					
Consumables					
Contingencies					
Travel					
Service Charges					
Others (please specify)					
Total					

10. Mode of payment of grant in installments, if any:

11. Details of project staff sanctioned:

Name of the Post	Consolidate compensation / fellowship	No. of post

12. Whether necessary expertise and facilities are available within Department/Centre: YES / NO

If no, then state where the additional facilities are available in the Institute

13. Whether the research project proposal was placed before the Departmental Research Committee: Yes /No

Signature of Principal Investigator

Recommended

Signature of the Head of the Department / Centre

Assistant Registrar (SR & C)

Dean (R & C)

121

SRCC- Form 2

SPONSORED RESEARCH & CONSULTANCY CELL  
NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR  
REGISTRATION OF CONSULTANCY PROJECT  
(To be submitted with the original request from the client)

DETAILS OF THE CONSULTANCY PROJECT:

1. Title of the Consultancy Project:
2. Name of the Client & Address:
3. Name of the Consultant - in – Charge:
4. Name of the Consultant (s):
5. Name (s) of the Department / Centre (where Research is to be performed):
6. Type of the Client:
7. a) Consultancy Fee (excluding Tax): Rs.  
b) Service Tax (as applicable): Rs.  
c) Gross consultancy Charges (a +b): Rs.
8. Date of Commencement of work:
9. Date of Completion of work:
10. THE CONSULTANCY PROJECTS INVOLVES (Tick Appropriate one)
  - 10.1 Use of no institute facilities
  - 10.2 Use of institute Laboratory facilities

The above proposal may please be approved.

(Signature of Consultant in-charge)

RECOMMENDATION OF THE HOD / HOC (Only for category 10.2)

This is to recommend that the consultancy project belongs to the category 10.2 and the Consultant (s) would be given necessary facilities including leave provided the consultant(s) make(s) necessary arrangement for the academic loads assigned to them.

Signature of HOD / HOC

Assistant Registrar (SR&C)

APPROVED

DEAN (R&C)

122

SRCC – Form 3

SPONSORED RESEARCH & CONSULTANCY CELL  
NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR

REQUEST FOR SERVICE CONTRACT  
(A separate form to be use for each person/agency)

Date:

1. Name of the sponsored project:
2. Project code:
3. Sponsoring agency:
4. Name of the PI and Dept. /Centre:
5. Brief title of job / service to be assigned on contractual basis:
  
6. Time period for completion (limited to maximum 89 days):  
From                      to                      (mention dates)
8. Proposed total value of contract:
9. Name of the person/ agency to whom the contractual assignment to be awarded  
(with a short resume in a separate sheet):
  
10. a) Whether the person/agency served any contractual assignment in the project / any  
other project in the past :
- b) If yes, the details of the same:

(Please note that service contracts will be approved only in very special cases. Please  
enclose proper justification of the contract, some details of work to be assigned in  
phases, and competency of the person/agency to do the service contract)

123

UNDERTAKING FROM PI:

I hereby certify that the above service contract is essential for the timely completion of the project and that the service providers / agency to be engaged for the work are sufficiently qualified and experienced to carry out the job and that the charges proposed to be paid are reasonable and economical. The expenditure will be met from the contingency grant of the project.

Countersigned by

Principal Investigator

Head of the Dept. /Centre

Availability of fund under contingency head: YES / NO

Approved / Not approved

Assistant Registrar (SR&C)

Dean(R&C)

Contract No.

dated,

**SPONSORED RESEARCH & CONSULTANCY CELL  
NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR**

**PURCHASE REQUISITION AND FUND AVAILABILITY FORM**

Requisition No.  
Date:

PROJECT CODE	
RECURRING	NON-RECURRING

Sl. No.	Description of Stores (Name in brief)	Total Value

1. Routine purchase procedure followed:  
 If not, give justification (in case of a Proprietary item necessary certificate to be furnished):
2. Purchase order to be placed on:
3. Validity of quotation up to:
4. Terms of payment recommended:
5. In case of foreign purchase
  - i) NMI Certificate received from the HOD/ HOC/PI
  - ii) Whether DOE clearance certificate obtained:
  - iii) Name and address of the Indian Agent:
  - iv) Percentage of agency commission (if any):

Signature of the PI

125

(To be printed at the back of previous page)

7. Fund Availability Equipment / Furniture / Operating

(i) Total grant received / allotted

(ii) Total expenditure incurred including this purchase

(iii) Balance available

Date:

Asst. Registrar (SR&C)

Note: Fund booking is required for all purchases.

**.COMMENTS OF PRE-AUDIT**

1. Vetted / Not vetted
2. Observations, if any
3. Terms of payment
4. Proposal recommended  
\* / not recommended.

Audit Officer

The above purchase is approved

Sanctioning Authority

(Director / Dean (R&C))

To

The Asst. Registrar (SR&C)

126

Sponsored Research & Consultancy Cell  
National Institute of Technology Durgapur

Requisition No. \_\_\_\_\_ dt. \_\_\_\_\_

Description of Stores

Please arrange to procure the following stores:

A. Foreign Purchase

Sl. No.	Model No.	Description of stores	Rate	Quantity Required	Approximate Value
---------	-----------	-----------------------	------	-------------------	-------------------

\_\_\_\_\_

Total Ex-work value:

Less Special Discount:

Packaging & Forwarding:

Sub Total:

Add:

1. Sales Tax:

2. Entry Tax (if any):

3. Freight &

Insurance: Total:



(127)

Sponsored Research & Consultancy Cell  
National Institute of Technology Durgapur

Requisition No. \_\_\_\_\_ dt. \_\_\_\_\_

Description of Stores

Please arrange to procure the following stores:

B. Indigenous Purchase

Sl. No.	Description of stores	Rate (Rs.)	Quantity Required	Approximate Value
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Price including Exercise duty Rs.

Less: Special Discount Rs.

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Sub Total Rs.

Add: 1. Sales Tax (Extra 4%) Rs.

2. Entry Tax (if any) Rs.

3. Freight & Insurance Rs.

4. Installation charges Rs.

Total:Rs.

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(128)

PROPRIETARY NATURE CERTIFICATE

1) Certified that articles mentioned in quotation no.

dated \_\_\_\_\_ are proprietary items of M/s

\_\_\_\_\_

2) M/s \_\_\_\_\_ is the sole manufacturer /

distributors / established importers / dealer of these articles.

Signature

(Name & Designation of the Company

Official signing this certificate with date & seal)

\_\_\_\_\_

3) certified further that no substitute make / model will serve the purpose.

Signature by the concerned PI with date & seal

(\* To be issued on the letterhead of the firm from whom the stores are to be procured)

129

SRCC – Form 4A

SPONSORED RESEARCH & CONSULTANCY CELL  
NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR

BRIEF RESEARCH ACTIVITY:

Signature of the Principal Investigator with date

130

SPONSORED RESEARCH & CONSULTANCY CELL  
NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR

NMI CERTIFICATE

Certified that articles mentioned in the proposal  
No. \_\_\_\_\_ dt. \_\_\_\_\_

are proprietary items. M/S \_\_\_\_\_ are manufacturers / sole distributors / of these  
established importers / dealers \_\_\_\_\_ articles, and are not manufactured in  
India.

(Signature of the Principal Investigator)

(131)

SRCC - Form 5

SPONSORED RESEARCH & CONSULTANCY CELL  
NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR

FELLOWSHIP CLAIM

1. Name of the Fellow:
2. State Bank Account No.:
3. Designation with Department:
4. Month for which the claim is:
5. Amount of Fellowship:
6. Source from which the money is received:
7. Name of the Scheme/Individual:
8. If the Institute Scholarship was previously drawn before joining as Research Fellow:
9. The period rate and total amount of Institute Scholarship:
10. The period and amount of Tuition Fees and Seat Rent already paid as Institute Scholar:

Date:

Signature of the Claimant

It is certified that

- The Fellow has not availed of any disqualified leave.
- The Fellow has not availed of any leave without Fellowship during the period.
- The sanction of the Sponsoring Authority exists for the payment as mentioned above.
- Fund is available.

Duration of the scheme is.....

Payment may be arranged from.....

SPONSORED RESEARCH & CONSULTANCY CELL  
NATIONAL INSTITUTE OF TECHNOLOG DURGAPUR

TA / DA / ADVANCE APPLICATION FORM

- 1) Name of the applicant:
- 2) Designation:
- 3) Dept. / Centre:
- 4) Employee Code No. :
- 5) Basic Pay Rs.
- 6) Project Code:
- 7) Name of Principal Investigator:
- 8) Sponsor:
- 9) Place of visit:
- 10) Purpose of visit:
- 11) Duration: from .....to .....
- 12) Amount of TA advance required, if any: Rs.
- 13) Whether previous advance has been adjusted: YES / NO

Declaration by the applicant: I have made necessary arrangements for my teaching and other duties during my period of absence as stated above (not necessary for project staff).

Signature of the applicant with date

Recommended / Not recommended

Signature of the Principal Investigator/Consultant

Signature of HOD/HOC \*

\* The signature of HOD / HOC is required only for faculty members / permanent staff of the Institute in the

Note: Please attach a break-up of estimated expenditures for which the advance is being sought. Advance is granted only to PI / Co-PIs and Co-Investigators

Recommended / Not recommended

Signature of the Principal Investigator/Consultant

Fund Position: Rs. \_\_\_\_\_

SRCC Staff

Asst. Registrar (SR & C)

Approved / Not approved

Dean (R & C)

Bill No. .... dated ..... for Rs. .... (Rupees .....  
.....) is being passed for payment from Account No. ....  
to the above applicant.

SRCC Staff

Asst. Registrar (SR & C)

**Intimation Slip**

Journey for \_\_\_\_\_ (from \_\_\_\_\_ to \_\_\_\_\_) is approved / not approved.

Advance of Rs. \_\_\_\_\_ from \_\_\_\_\_ project is passed for payment  
vide Bill No. \_\_\_\_\_ dated \_\_\_\_\_

Please attach this slip along with your TA claim.

Asst. Registrar (SR&C)

(134)

SRCC - Form 7

SPONSORED RESEARCH & CONSULTANCY CELL  
NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR

TRAVELLING ALLOWANCE BILL

Project Code:

Approval No.:

Bill No. ....

Vr. No. ....

Head of Account: .....

Dated: .....

Name in full: .....

Employee Code No.: .....

Dept./Centre/Section: .....

Designation: .....

Basic Pay: Rs. .... Grade Pay: Rs. ....

Bank A/c .....

PARTICULARS OF JOURNEY AND HALT

Departure		Arrival		Mode of Journey			Actual Exp. Amount (Rs.)	Ticket No. & Remarks
Station	Date & Time	Station	Date & Time	Air / Rail / Road	Class of journey	No. of Fares & Kms.		

\*Ticket No. is to be mentioned for journey made by Air/Train (above 2nd class) as per government rule.

PURPOSE OF JOURNEY AND AUTHORITY:

1. Certified that I was / I was not treated as Guest during my halt at ..... and was / was not provided with board and lodging / lodging only at State expense / at the expense of the Government of India or another organization.
2. An Advance of Rs..... was drawn by me for this purpose on..... and is to be adjusted against the bill.
3. Certified that this claim is not referred to and paid from any other source.
4. Certified that I stayed from to at Establishment) which provided me Board and Lodging at sanctioned tariffs. (Name of Hotel /

FORWARDED

Signature of HOD / HOC / HOS / PI

Signature of the employee & Date



135

FOR OFFICE USE ONLY

	Rs.	Rs.	
1. Air / Train Fare			AUDIT MEMO ENHANCEMENT
2. Road Travel in kilometers @ ..... for prepaid taxi** (** Normal Institute TA Rule be allowed)			Checked and admitted for Rs. .... ( Rupees ..... ..... only)
3. Daily allowance claimed for ..... days @ ..... per day			.... Objected to Rs. .... Reason for objection .....
TOTAL:			

Rupees

I certify that the above bill is in accordance with rules and regulations and is otherwise in order and passed for Rs. .... (Rupees .....) )

Drawing Officer

Asst. Registrar (SR&C)

Dean (R&C)

Pay Rs. ....

(Rupees.....)

Asst. Registrar (SR&C)

FOR USE IN SRCC ONLY

Acquaintance payment

Stamp

Received payment in Cash / Cheque No. ....

136

SRCC- Form 9

SPONSORED RESEARCH & CONSULTANCY CELL  
NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR

REPORT OF THE ASSESSMENT COMMITTEE FOR EXTENSION / UPGRADATION / ENHANCEMENT OF  
MONTHLY FELLOWSHIP

(For Research Fellow (SRF / JRF) of CSIR (Individual) / CSIR Scheme / other Research Projects)

NOTE: 1. The Assessment Committee will meet after 2 (two) / 3 (three) / 4 (four) years of continuous research work by a fellow to consider extension / up gradation of fellowship for the 3rd / 4th / 5th year as well as enhancement of monthly fellowship.

2. The fellow is required to submit Annual Progress Report duly supported by publications in the form of reprint / pre- prints / manuscripts of paper accepted or communicated for publication through journal in the field of research work.

The Assessment Committee shall consist of:

1. Prof. \_\_\_\_\_ . . . . . Chairperson  
(Head of the Dept. / Centre)
2. Prof. \_\_\_\_\_ . . . . . Member  
(Principal Investigator / Supervisor)
3. Prof. \_\_\_\_\_ . . . . . Expert  
(From allied Dept. / Centre of this Institute; not below the rank of Associate Professor who is an expert in the relevant field.)
4. Prof. \_\_\_\_\_ . . . . . Member  
(Second Member as Chairman when PI is HOD / HOC)

Assessment Committee met on:

Name of the Fellow:

If CSIR (Individual Fellow), furnish CSIR Sanction No. with Date

Date of joining:

Date of Registration:

Name of Sponsor:

Area of Research problem assigned:

Title of the Scheme / Project:

**RECOMMENDATION OF THE ASSESSMENT COMMITTEE:**

- \* The Committee is satisfied with the progress of his / her work and his / her performance at the interview.
- \*\* The Committee feels that the work done so far is not satisfactory.

**IT THEREFORE RECOMMENDS THAT**

\* The Fellow be granted extension / upgradation / enhancement of monthly stipend w. e. f \_\_\_\_\_ for \_\_\_\_\_ year

\*\* The fellow be required to continue his / her work with the initial rate of fellowship for a further period of \_\_\_\_\_ Months, at the end of which he / she will submit a fresh report for consideration of the Committee subject to approval of CSIR / other sponsor.

\_\_\_\_\_  
This recommendation of the Committee, together with a copy of progress report duly supported by publications in the form of re-print / pre-prints / manuscripts of paper accepted or communicated for publication in the Journal submitted by the Research Fellow be forwarded to Associate Dean (SR&C) for onward transmission to CSIR, New Delhi for further action.

**SIGNATURE OF THE MEMBERS WITH DATE:**

\_\_\_\_\_

(Principal Investigator / Supervisor)

\_\_\_\_\_

(Expert)

\_\_\_\_\_

Chairperson of the Assessment Committee / Second member of the Committee as Chairperson when PI is HOD / HOC

\_\_\_\_\_

In view of the recommendation of the Assessment Committee already accepted by the Head of the Dept. / Centre/ Second Member of Committee as its Chairperson, the Fellowship of Mr. / Ms. /Mrs. ----- is approved.

DEAN (R & C)

Forwarded to:

To

(138)

# ANNEXURE - XI

Continuing Education Cell (CEC)  
NIT DURGAPUR

REGULATIONS

### 1.1 Continuing Education Cell (CEC)

It is the cell through which all the short term courses, certificate courses, training programmes, students' internship etc. and TEQIP III activities will be co-ordinated and will be monitored by Institute nominated committee. The nominated members of the committee will have tenure of two years. The monitoring committee constitutes the following members:

1. Chairman-CEC (Chairman)
2. Dean (Academic), Member
3. Dean (R & C), Member
4. Two Senate members as nominated by Senate, Member
5. Two non-Senate faculty members nominated by Director, Member
6. Preceding Chairman of CEC (tenure of 1 year), Member

Any program to be organized will have a Co-ordinator/Organizing Secretary. The coordinator may propose the name of another faculty member, an academic staff member (at a grade equal to or above that of an Assistant Professor) to serve as a co-coordinator. The co-coordinator may be given financial powers only in the absence of the coordinator against a written request from the coordinator.

### 1.2 Duration

A course will ordinarily be of short duration 1 day, 3 days and 5 days and long duration of 3 months. Courses of longer duration may be considered on merit.

### 1.3 Venue

Course may be conducted at Institute campus or may also be conducted outside of the Institute e.g. at research organization, corporate premises, or any other place in India with adequate facilities. If a course is conducted outside of the Institute, prior approval of the Director is to take for offering such courses.

### 1.4 The course faculty

The instructors of a course will be drawn from among the faculty and supporting staff of the Institute. The faculty will be chosen by the coordinator to provide cohesive and competent coverage of the subject. Consent of the concerned Head of the Department/Centres must be obtained before receiving the services of supporting Staff. Guest teachers can also be invited from other organisations (Government, industry or education/research organisation)

The coordinator should choose the faculty and fix the time table in a way that avoids (or minimises) any disruption of normal classes. The Head of the Department/Centre should be informed about any unavoidable disruption and lost classes should be compensated.

### 1.5 Course Contents

The course contents and pre-requisites will be worked out by the coordinator, and will form a part of the proposal.

### 1.6 Course participants

Continuing education course will be open to all intending participants from India and abroad subject to satisfying academic and professional prerequisites.

### 1.7 Accommodation

Participants of continuing education courses will ordinary be provided accommodation in the Institute Guest House. Very senior executive and foreign nationals participating in short duration courses will also be accommodated in the Suite/VIP room of Institute Guest House, if

room is available. The boarding and lodging charges will be as per prevailing norms of the guest houses. The course coordinator will do the booking at the time of submitting the proposal.

#### 1.8 Course Announcement

The coordinator may announce the courses through newspaper advertisement, pamphlets and Institute websites or any other medium that he thinks fit. The announcement should contain (i) the title (ii) the name and contact address of the coordinator (iii) the course contents and pre-requisites (iv) the course fee and mode of payment and (v) academic requirements of prospective participants.

#### 1.9 Finance and Accounts

Continuing Education Programmes will be self-supporting, while contributing a service charge to the Institute except the programme conducted under TEQIP III. There shall be no subsidy to a CE course, except with the explicit approval of the Director.

#### 1.10 Management of funds

The finance of all short term courses will be managed by the office of the CEC. All funds received will be deposited in the following accounts.

- 1 QIP(Stipend & contingency) maintained by CEC
- 2 Short term courses " CEP – STC NIT Durgapur" maintained by CEC
- 3 TEQIP III activities-- maintained by CEC
- 4 Other CEP activities- maintained by CEC

#### 1.11 Finance Authority

On receiving a proposal, Chairman (CEC) may approve courses with a gross budget less than Rs 2,00,000/-. All courses with a higher budget and courses conducted outside will need the approval of the Director.

All expenditure by the course Coordinators needs the sanction of Chairman (CEC) or Director before payment. Chairman (CEC) can approve expenditure (reimbursement or direct payment) upto Rs. 1, 00,000/- and advance upto Rs.50, 000/-. Any expenditure beyond this amount needs the approval of the Director. In case of expenses on remuneration the payment plan needs the approval of Chairman (CEC)/Director before an advance is given to the coordinator.

#### 1.12 Course fee

In the case of self-financed courses, conceived and proposed by the Coordinator, he will fix the course fee taking into consideration the duration of the course, the intended quality of instruction and facilities provided to the participants. The fee structure set by the agencies of the Govt. of India (DOPT, AICTE etc.) may serve as the lower limit in fixing the course fees. Boarding and lodging expenses may or may not be included in the gross course fee at the discretion of the Coordinator. The fee structure for participants from academic, Government or charitable institutions and alumni of the Institute may be different from that for participants from industry. The fee payable by participants from abroad may also be different from that by students from India.

#### 1.13 Expenditure

In view of the vast differences in requirements of the courses, it is not practical to fix a rigid expenditure formula. The coordinator will apportion the gross budget over the expenditure heads (except Institute fee and coordinator's fee). However, a guideline as given may be followed (except for programmes of which terms and condition set by Sponsor):

Items	Budget for 3 or 5 days Programme
Institute Service Charges	20% or 30%**
Co-ordinator's fee	10%
Honorarium to faculty & staff	40-50%
Contingency expenses	30-50%
Total	100%

\*\* For a course organized outside the campus of NITD for participants nominated by a single sponsor

#### 1.14 Institute Service Charges

The Institute Service Charges will be as per norms given in item 1.13. Under special circumstances, particularly for courses sponsored by Government agencies, Chairman (CEC)/Director may approve a lower fee.

The fee received by the Institute will be distributed as follows:

The Institute Main a/c	- 85%
Departments/Centres	- 15%

The Departments/Centres will spend this earning towards development of the Department. The CEP may spend a small percentage of the Institute service charge as honorarium to the staff of CEP and other sections dealing with STC Matters who may have to work outside office hours to provide prompt service and meet deadlines.

#### 1.15 Use of Department facilities

In addition to the portion of the overhead charges mentioned in section 1.14, the courses will pay to the department operating grant towards the cost of consumables and maintenance cost of equipment. The rates for use of equipment will be same as those outlined in SRCC rules.

#### 1.16 Remuneration

Considering the vast difference in the demand of different subjects and that in the quality of instruction provided, it is not practical to fix a single rate of remuneration for the faculty. It should, however, be comparable to the remuneration earned by successful persons in other professions. The remuneration will be suggested by the coordinator taking into consideration the service rendered and the course fees received and it will have to be approved by the Chairman (CEC) after due examination of the Work involved.

#### 1.17 Other expenses

Apart from Institute overhead charges, coordinator's and teachers' remuneration, board, lodging and travel of participants and external instructors, the admissible expenditure include preparation of lecture notes, bags/folios, writing pads, pens, note books, snacks, field trips and local travel for the participants. Small social events such as welcome and valedictory functions and course dinner are also admissible.

#### 1.18 Assets

The course coordinator will maintain procurement cum stock register in standard format. The register will contain record of all expenses. On completion of a course, the register will be



submitted to the Chairman (CEC) office which will be available for future auditing. Any assets left over on completion of a course will be transferred to the concerned Department/Centre and entered in the Departmental stock register.

#### **1.19 Certificates**

On the recommendation of the course coordinator, Chairman (CEC) will provide appropriate certificates to all participants having satisfactory record attendance. In the case of non-Unit-bearing courses it will be a certificate of participation, while in a Unit-bearing course, certificate will mention the number of units associated with the course and the grade obtained. Participants failing in a unit-bearing course will not be given any certificate. The certificate will bear the signatures of the course coordinator and of the Chairman (CEC). Signature of the Head of the Department may also be included. The certificate will not bear the signature of persons outside the Institute who may be associated with the course, except in courses conducted in collaboration with another educational Institution or Professional society with significant participation by both institutions. In such courses the certificate will also bear the logos of both the Institutions (only non-unit-bearing courses can be conducted in collaboration with other institutes).

If a student completes a series of courses on related subjects, he may be given a single certificate showing all the courses that he has completed satisfactorily. The certificate will be signed by the series coordinator and the Chairman (CEC). There shall, however, be no overall title to the group of courses, even if they are in a single or in related subjects.

#### **1.20 Reports**

The coordinator shall provide a written report and a copy of the lecture notes to the CEC for permanent archival.

#### **1.21 Collaboration with other Institution**

Non-unit-bearing short term courses may be offered in collaboration with other academic and R & D institution, Professional societies and industries. The expenditure share to the Institute will be decided by the Chairman (CEC)/Director taking into consideration the nature of the collaboration and fees payable to the collaborating organisations. In case of a course conducted in collaboration with another educational institution or a professional society with significant participation from both institutions, the certificates given to the participants may contain logos and signature of competent signature of both the institutions.

### **1.22 CONTINUING EDUCATION UNITS (CEU)**

Continuing Education is formalised by assigning course units to CE course of higher standard. These CE units, though comparable in content and standard, are unrelated to the course credits earned through formal education in the Institute and will not be used for award of any degree or diploma by the Institute.

144

**Continuing Education Programme  
NIT DURGAPUR**

For CEP use only

Course ID : CEP/STC/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Year Deptt. Serial No

**Proposal for Short Term Course**

1. Title of Course : \_\_\_\_\_  
\_\_\_\_\_

2 a). Principal Coordinator: : \_\_\_\_\_ EC \_\_\_\_\_

(b). Co – coordinator : \_\_\_\_\_ EC \_\_\_\_\_

3. Department / Centre : \_\_\_\_\_

4. Duration of Course : From \_\_\_\_\_ to \_\_\_\_\_

5. Continuing Education Units the course will carry: \_\_\_\_\_  
One CEU is associated with 10 hours of instruction, 5 hours of in-class assignment and end course examination. Minimum 2 CEUs is required.

6. Expected number of participants: \_\_\_\_\_

7. Venue : \_\_\_\_\_  
(if off-campus , give details on a separate page)

8. Source of Funds:  Sponsored  
(Copies if relevant correspondence and financial approval enclosed)

To be received through course fee  
(Draft announcement or brochure enclosed)

9. For out station courses only (off campus): Station leaving permission requested for the following teachers. (The absence from Institute will be treated as On Duty)

<u>Name of Teacher</u>	<u>Deptt./Centre</u>	<u>Period of absence</u>
------------------------	----------------------	--------------------------

10. Number of beds needed in Institute Guest House: \_\_\_\_\_

11. Estimated Budget: (All numbers will be adjusted at the end of the course on proportionate basis to match the gross receipts. In sponsored courses (e.g. QIP) please mail

separate columns for the sponsored and general components. The CE overhead is 20% of gross receipts except for outstation courses where it 30%. There is no CEP overhead on QIP and ISTE courses.)

<b>Receipts</b>	<b>Rupees</b>	<b>Expenditure</b>	<b>Rupees</b>
1. From Sponsor : (Enclose copy of financial sanction)		1. CEP overhead	
2. From Participants (Course fee per Participants Rs _____ × Number of Participants)		2. Coordinator's fee (<10%)	
		3. Remuneration to faculty & staff members	
		4. Course materials, travel and other expenses	
		5. Board, lodging, travel of participants	
		6. Payment to Deptt. For Laboratory facilities	
Total		Total	

12. Departmental facilities required: \_\_\_\_\_

(Laboratories/equipment/consumables) \_\_\_\_\_

13. Special Request (if any): \_\_\_\_\_  
(e.g. Travel by coordinator etc.)

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

Department facilities requested will be provided. Personnel of the Department/Centre are permitted to assist the coordinator in conducting the course on payment of mutually agreed remuneration.

(Signature)  
Course Coordinator

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

(Signature)  
Head, Deptt/Centre \_\_\_\_\_

\_\_\_\_\_

The proposal has been examined and is put up for consideration of Chairman (CEC).

Special points: \_\_\_\_\_  
(if any)

Chairman (CEC)

CEC Office

\_\_\_\_\_

The proposal is approved

**(Director's approval is to be obtained for all off-campus course and on-campus courses with gross budget exceeding Rs 2.00 lakhs.)**

Form # NITD/ CEC/ /

146

**Continuing Education Programme  
NIT DURGAPUR**

**Approval of Short Term Course**

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

The following has been approved by the Competent Authority.

- 1. Course ID : NITD/CEP/STC/ \_\_\_\_ / \_\_\_\_ / \_\_\_\_
- 2. Title of Course : \_\_\_\_\_
- 3. (a) Principal Coordinator : \_\_\_\_\_ EC \_\_\_\_\_
- (b) Co-coordinator : \_\_\_\_\_ EC \_\_\_\_\_
- 4. Department/Centre : \_\_\_\_\_
- 5. Duration of Course : From \_\_\_\_\_ to \_\_\_\_\_
- 6. Name of CEUs : \_\_\_\_\_

(One CEU is associated with 10 hours of instruction, 5 hours of in-class assignment and end-Course examination)

- 7. Venue : \_\_\_\_\_
- 8. Source of Funds : \_\_\_\_\_
- 9. For outstation courses only : \_\_\_\_\_

Name of Faculty	Period of absence
1.	
2.	

10. Estimated Budget: (All numbers will be adjusted at the end of the course approximately on proportionate basis to match the gross receipts)

<b>Receipts</b>	<b>Rupees</b>	<b>Expenditure</b>	<b>Rupees</b>
1. From Sponsor : (Enclose copy of financial sanction)		1. CEP contribution	
		2. Coordinator's fee (<10%)	
		3. Remuneration to faculty & staff members	
2. From participants (Course fee per par Participants Rs _____ × Number of Participants		4. Course materials, travel and other expenses	
		5. Board, lodging, travel of participants	
		6. Payment to Deptt. For Laboratory facilities	
<b>Total</b>		<b>Total</b>	

11. The following facilities have been booked in Institute Guest House vide Register Sl. No. \_\_\_\_\_

(a) \_\_\_\_\_ beds From \_\_\_\_\_ to \_\_\_\_\_

(b) Class Room (.....) : From \_\_\_\_\_ to \_\_\_\_\_

(c) Large Dining Hall From \_\_\_\_\_ to \_\_\_\_\_

The coordinators are requested to make other arrangements as needed.

12. An amount of Rs \_\_\_\_\_ (to be adjusted on proportionate basis to match the gross receipts) will be credited to the operating grant of the \_\_\_\_\_ Deptt/Centre.

13. The following special request of the coordinator is acceded to:

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

14. Please prepare certificates in approved format only (Format enclosed). Certificates may be sent to Chairman (CEC) for his signature only putting the signature of course co-ordinator. Please enclose a list of participants along with the certificates to be signed.

15. All course fee must be received in the form of draft /cheque drawn in favour of "CEP-STC NIT Durgapur" and should be deposited in CEC office along with Form # NITD/CEP/ /STC. (No separate account is to be opened by the coordinator)

16. All expenditure including payment of TA/DA has to be made according to Institute rules. Travellers must mention ticket numbers in TA claims.

17. Permission of competent authority is needed for payment of remuneration to any Faculty /Staff members of the Institute.

18. A brief report, a copy of the course notes, the final statement of accounts and the examination grade sheet, list of participants (name and address) are required to be submitted to CEP office within one month of completion of the course.

Chairman (CEC)

TO  
Prof. \_\_\_\_\_  
Coordinator  
\_\_\_\_\_ Deptt./Centre

Copy to:  
Head \_\_\_\_\_ Deptt. / Centre

Continuing Education Programme  
NIT DURGAPUR

Request for Seed Money Loan

- 1. Course ID : CEP/STC/ \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 2. Course/Conference Title : \_\_\_\_\_  
\_\_\_\_\_
- 3. Co-ordinator(s) : \_\_\_\_\_ EC \_\_\_\_\_  
\_\_\_\_\_
- 4. Department /Centre : \_\_\_\_\_
- 5. Course duration : From \_\_\_\_\_ To \_\_\_\_\_
- 6. Amount Requested as Seed Money Loan : Rs. \_\_\_\_\_

The loan (25-50 % of the budget of the programme) may be adjusted from funds to be deposited against the course or conference. In case the course is cancelled, it may be recovered from future course co-ordinated by me within one year. Otherwise I undertake to refund the amount to CEP from my personal account, unless explicitly exempted by competent authority.

Date: \_\_\_\_\_ (Signature) \_\_\_\_\_  
 Forwarded \_\_\_\_\_ Course Coordinator  
 Head \_\_\_\_\_ Dept/Centre

Seed Money loan is approved from CEP – STC a/c.

(Signature)  
Chairman, CE

Bill No-----	Dated-----	Cheque No-----	Dated-----
--------------	------------	----------------	------------

Continuing Education Programme  
NIT DURGAPUR

Settlement of reimbursement of expenditure

1. Course ID : CEP/STC/ \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

2. Course Title : \_\_\_\_\_  
\_\_\_\_\_

3. Principal Co-ordinator : \_\_\_\_\_ EC \_\_\_\_\_

4. Department / Centre : \_\_\_\_\_

5. Bill no. against which advance was received \_\_\_\_\_

6. Total advance taken : Rs. \_\_\_\_\_  
(Nil, if no advance taken)

7. Stock register serial number : From.....To.....  
covering this adjustment/reimbursement  
(Xerox copy of appropriate pages of the  
procurement cum stock register enclosed here with).

8. Refund of unspent balance : Rs. \_\_\_\_\_  
(Cheque or Bank deposit slip enclosed)

9. Expenditure details : (a) Course expenditure :Rs. \_\_\_\_\_  
(b) Board/lodging/travel of participants :Rs. \_\_\_\_\_  
(c) Guest Lecturer :Rs. \_\_\_\_\_  
(d) Refunds :Rs. \_\_\_\_\_ Total \_\_\_\_\_

10. Difference to be reimbursed: Rs. \_\_\_\_\_  
(Item 9 – Item 6)

Date: \_\_\_\_\_ (Course co-ordinator)

Encl.: (a) \_\_\_\_\_ cash memos / receipts.  
(b) Xerox copies of the appropriate pages of the procurement cum stock register

Reimbursement of Rs \_\_\_\_\_ (vide item 10) approved.

Chairman (CEC)

**Continuing Education Programme  
NIT DURGAPUR**

**Settlement of Remuneration Paid to Institute Employees  
(to be submitted in duplicate)**

- 1. Course ID : CEP/STC/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_
- 2. Course Title : \_\_\_\_\_  
: \_\_\_\_\_
- 3. Principal Co-ordinator : \_\_\_\_\_ EC \_\_\_\_\_
- 4. Department / Centre : \_\_\_\_\_
- 5. Duration of the Course : From \_\_\_\_\_ To \_\_\_\_\_
- 6. Bill No. against which advance was received : Rs. \_\_\_\_\_
- 7. Amount of advance Received and disbursed (including any amount refunded to CEP ) : \_\_\_\_\_
- 8. Details of Remuneration paid (See Reverse side)  
(Use additional pages if necessary ) (Does not include coordinator's fee and fee paid to person from outside NITD)

Certified that the persons mentioned in item (8) have worked for the short term course and have been paid according to the prevailing standards of the Institute and no deduction of income tax has been done by the co-ordinator.

Date: \_\_\_\_\_ Course Co-ordinator  
To  
Chairman (CEC)

Copy of this note is forwarded to Dy. Register (F & A) for his records and deduction of income-tax from the salary of NITD employees.

\_\_\_\_\_  
Chairman (CEC)  
Form # NITD/CEP/ /STC



**Details of Remuneration paid :**  
**(Does not include coordinator's fee, and remuneration paid to person from outside NITD)**

Sl.NO	Name	Designation	Deptt/Centre	Emp Code	Amount of Remuneration	Signature (With revenue)
1						
2						
3						
4						
5						
6						
7						
8						
9						

Total number of Persons: \_\_\_\_\_  
(Please use Xerox copy for additional pages.)

Total Amount: Rs. \_\_\_\_\_

**Continuing Education Programme  
NIT DURGAPUR**

**Statement of Remuneration paid to Guest Lecturers  
(from outside NITD)**

- 1. Course ID : CEP/STC/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_
- 2. Course Title : \_\_\_\_\_  
\_\_\_\_\_
- 3. Principal Co-ordinator : \_\_\_\_\_
- 4. Department / Centre : \_\_\_\_\_
- 5. Duration of the Course : From \_\_\_\_\_ To \_\_\_\_\_
- 6. Bill No. against which advance was received: : Rs. \_\_\_\_\_
- 7. Amount of advance Received and Disbursed (including any amount refunded to CEP ) : \_\_\_\_\_
- 8. Details of Remuneration paid (See Reverse side)  
(Use additional pages if necessary ) (Does not include coordinator's fee and fee paid to person within NITD)

Certified that the Persons mentioned in item (8) have worked for the short term course and have been paid according to the prevailing standards of the Institute and no deduction of income tax has been done by the co-ordinator.

Date: \_\_\_\_\_ Course Co-ordinator  
  
To  
Chairman (CEC)  
\_\_\_\_\_

\_\_\_\_\_ Chairman (CE)  
Form # NITD/CEP/ /STC

**8. Details of Remuneration paid : (Does not include coordinator's fee and payment to persons from NITD)**

Sl No	Name	Designation and Address	Amount of Remuneration (Rs.)	Signature (With revenue stamp)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Total number of persons:.....  
(Please use Xerox copy for additional pages)

Total Amount: Rs. ....

Continuing Education Programme  
NIT DURGAPUR

Request to transfer funds to Departmental Development Fund

- 1. Course ID : CEP/STC/...../...../.....
- 2. Course Title :-----  
.....
- 3. Co-ordinator(s) : .....  
.....
- 4. Department/ Centre :-----
- 5. Duration of the course : From..... To .....
- 6. Amount of funds to be Transferred to the Operating Grant of ..... Dept./Centre Rs.....

To  
Chairman (CEC)

(Signature)  
Course Coordinator

Copy to: Head ..... Deptt./Centre

Bill No..... date ..... Cheque No..... date.....

**Continuing Education Programme  
NIT DURGAPUR**

**Final Report on Short term course and Payment of Coordinator's fee**

1. Course ID : CEP/STC/...../...../.....

2. Course Title : .....

3(a). Principal Co-ordinator(s) : .....

(b) : .....

4. Department/ Centre : .....

5. Duration of the course : From..... To .....

6. Total number of participants : .....

(List of participants enclosed)

7. Total Receipts :Rs.....

(From Course fee: Rs.....) (From Sponsors: Rs.....)

(From other Source : Rs.....)

8. Expenses:

a) Remuneration to teachers and others Rs.....

b) Course material, Travel and other expenses Rs.....

c) Board, Lodging and Travel of participants Rs.....

d) Payment to departmental operating grant Rs.....

e) CEP Contribution Rs.....

Sub Total Rs.....

f) Coordinators' fee claimed

a) Principal coordinator : Rs.....

b) Co-ordinator : Rs.....

**GRAND TOTAL** : Rs.....

- Encl.: a) Procurement cum stock register  
b) List of participants  
c) Copy of course notes

Copy to : Head.....Deptt/Centre (Principal Coordinator)

Payment of coordinator's fee approved. \_\_\_\_\_ Chairman (CE)

(156)

**Continuing Education Programme  
NIT DURGAPUR**

(NITD/CEP/ /STC-Receipt of cheque by Coordinator)

Received from the office of Chairman (CEC) a crossed Cheque No.....  
dated ..... for an amount of Rs..... (Rupees .....  
.....) drawn on SBI, REC  
Durgapur/CANARA Bank in favour of myself ( ..... ) against  
bill No..... dated..... as payment in connection with short term  
course ..... vide CEP file No.....

Revenue Stamp

Name.....

Date:.....

Department.....

**Continuing Education Programme  
NIT DURGAPUR**

(NITD/CEP/ /STC-Receipt of cheque by Coordinator)

Received from the office of Chairman (CEC) a crossed Cheque No.....  
dated ..... for an amount of Rs..... (Rupees .....  
.....) drawn on SBI, REC  
Durgapur/CANARA Bank in favour of myself ( ..... ) against  
bill No..... dated..... as payment in connection with short term  
course ..... vide CEP file No.....

Revenue Stamp

Name.....

Date:.....

Department.....

National Institute of Technology Durgapur  
Continuing Education Programme

*Certified that*

.....  
of .....

.....  
has successfully completed the short term course on .....

.....  
offered by this Institute during .....

and was awarded grade ..... in  
the final examination.

Name of Co-ordinator  
Name of the Dept.

Name of the Chairman, CEC  
Chairman, CEC

**National Institute of Technology Durgapur**  
**Continuing Education Programme**

*Certified that*

.....  
.....  
of .....

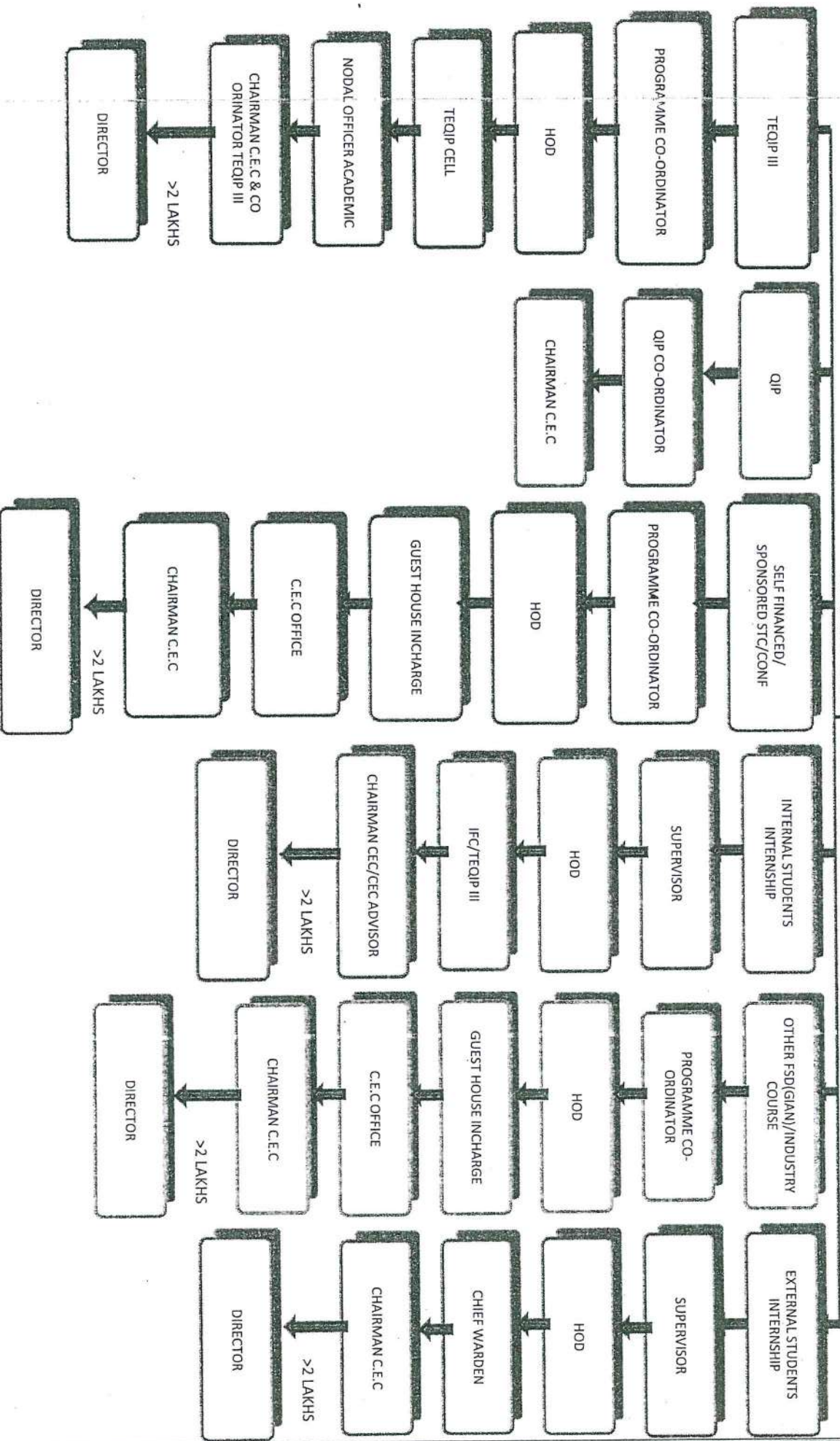
*has participated in the short term course on* .....  
.....  
*offered by this Institute during* .....  
*at. (Deptt. | & Place)*.....

Name of Co-ordinator  
Name of the Dept.

Name of the Chairman, CEC  
Chairman, CEC



### CONTINUING EDUCATION/CEM



160

## ANNEXURE - XII

Memorandum of Understanding  
and  
Academic and Research  
Collaboration



This Memorandum of Understanding and Academic and Research Collaboration (MoU) is effective as of 29/01/2018 (effective date) to establish an affiliation by and between

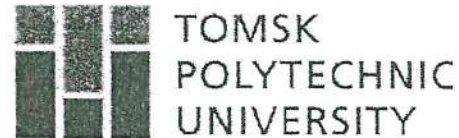
National Institute of Technology Durgapur (NITD) is an autonomous institution of the Government of India under Ministry of Human Resource Development, with legal address registered at Durgapur 713 209, West Bengal, India, of the FIRST PART

And

National Research Tomsk Polytechnic University (TPU), with legal address registered at Tomsk 634050, Lenina Avenue, 30, Russia, is of the SECOND PART, have agreed to foster the cooperation, for the purpose of exchange of faculty/staff/students and other initiatives.

Taking into consideration that both NITD and TPU are involved into research activities in various spheres of water quality and treatment, geo-science, and both have scientists with the competence and experience that enable them to perform such research and, being interested in continuing and extending the scopes of their scientific work, the Parties have agreed to sign this Memorandum of Understanding (MOU) and to undertake the activities and procedures as set forth below.

Меморандум о  
взаимопонимании и  
академическом и научно-  
исследовательском  
сотрудничестве



Настоящий Меморандум о взаимопонимании и образовательном и научном сотрудничестве от 29/01/2018 (дата вступления в силу) заключено между

Национальный институт технологии Дургapur (НИТД), является автономным учреждением Правительства Индии при Министерстве развития кадрового потенциала, зарегистрирован по адресу Дургapur 713 209, Западная Бенгалия, Индия, с одной стороны

и

Национальным исследовательским Томским политехническим университетом (ТПУ), зарегистрирован по адресу Томск 634050, пр. Ленина 30, Россия, с другой стороны, согласились сотрудничать с целью осуществления обмена преподавателями/сотрудниками/ студентами и других мероприятий.

Принимая во внимание, что как НИТД, так и ТПУ участвуют в исследовательской деятельности в различных сферах качества и очистки воды, геологии, и оба имеют ученых, обладающих соответствующими компетенциями и опытом, которые позволяют им проводить такие исследования, и, будучи заинтересованными в продолжении своей научной работы, Стороны договорились подписать настоящий Меморандум о взаимопонимании и образовательном и научном сотрудничестве предпринять действия и процедуры, изложенные ниже:

<p><b>Introduction</b></p> <p>NITD and TPU have many area of common interest in education and research. In some of these areas, the degree of mutual interest is so great that considerable advantage may be gained from their pursuit on a collaborative basis in the fields of academics, education and research. Collaboration will be established within the principle set out in the following sections:</p> <p><b>1. Object:</b></p> <p>Both Institutes agree to develop the following collaborative activities in the academic areas of mutual interest, on the basis of equality and reciprocity.</p> <p>The two institutes shall seek to promote:</p> <p><b>a. Faculty/Scientist/Staff Exchanges</b></p> <ol style="list-style-type: none"> <li>i. The exchange of faculty to the mutual benefit of both institutions,</li> <li>ii. Collaboration in teaching, research and development, and consultancy studies in the field of mutual interest, including geothermal research and joint master program "Water quality and Water treatment" within the framework of BRICS Network University,</li> <li>iii. The exchange of academic materials and publications,</li> <li>iv. Conducting lectures, seminars, conference,</li> <li>v. Undertaking joint research,</li> <li>vi. Attachment of staff for purposes of curriculum development and review, attendance of course, upgrading of teaching and research skills.</li> <li>vii. Participating in seminars, symposiums, and other types of academic discussions,</li> <li>viii. Co-supervising post-graduate students (PhD students),</li> <li>ix. Conducting study tours and joint consultancy work.</li> </ol> <p>A specific plan will be worked out each activity; setting forth detailed arrangements for collaboration will be agreed. The terms and conditions for each visit or an assignment or such exchange, including those concerning salary, travel funding, health insurance, and housing will be worked out between the institutes. A separate agreement will be entered into given such details</p>	<p><b>Общие положения</b></p> <p>НИТД и ТПУ имеют большое количество общих интересов в сфере образования и научных исследований. В некоторых из этих областей степень взаимного интереса настолько велика, что благодаря совместным усилиям может быть достигнут значительный прогресс в области академической деятельности, образования и исследований. Сотрудничество будет производиться в рамках принципов, изложенных в следующих разделах.</p> <p><b>1. Предмет соглашения:</b></p> <p>НИТД и ТПУ заключают соглашение о ведении совместной деятельности в академических областях, представляющих взаимный интерес, на основе принципов равенства и взаимной выгоды.</p> <p>НИТД и ТПУ будут стремиться активно развивать:</p> <p><b>а. Обмен опытом между исследователями и профессорско-преподавательским составом</b></p> <ol style="list-style-type: none"> <li>i. Обмены между факультетами на взаимовыгодной основе.</li> <li>ii. Сотрудничество в области преподавания, исследованиях, разработках и консультационных исследованиях в областях, вызывающих взаимный интерес, включая геотермальные исследования и совместную магистерскую программу «Качество воды и очистка воды» в рамках Сетевого университета БРИКС.</li> <li>iii. Обмен учебными материалами и публикациями,</li> <li>iv. Проведение лекций, семинары, конференции,</li> <li>v. Проведение совместных исследований,</li> <li>vi. Координация персонала для разработки и анализа учебных программ, повышения преподавательских и исследовательских навыков,</li> <li>vii. Участие в семинарах, симпозиумах и других видах академических дискуссий,</li> <li>viii. Совместное руководство деятельностью аспирантов,</li> <li>ix. Организация учебных поездок и совместной консультационной работы.</li> </ol> <p>Будет разработан конкретный план каждого мероприятия; согласованы подробные договоренности о сотрудничестве. Сроки и условия для каждого визита или обмена, в том числе вопросы, касающиеся заработной платы,</p>
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<p>including term of exchange of any intellectual property.</p> <p><b>b. Student Exchanges</b>          Student exchange activities (at undergraduate or postgraduate level) cover visits to either institution for any of the following purposes:</p> <ol style="list-style-type: none"> <li>i. Participating in research;</li> <li>ii. Participating in taught courses;</li> <li>iii. Involvement in study tours;</li> </ol> <p>The number of exchange students will not exceed 10 (ten) per semester. Exchange students will be permitted to stay at the host university generally for one academic term.</p> <p>The home university/institute will screen and select applicants from its university/institute for the exchange program. The host university/institution will reserve the right to make the final judgment on the admissibility of each student nominated for the exchange.</p> <p>The university/institute will mutually approve the student's personal curriculum not later than 1 month before the program starts.</p> <p>The host university/institute will provide the exchange students with:</p> <ul style="list-style-type: none"> <li>- academic fee waiver,</li> <li>- access to university/institute facilities (laboratories, libraries, halls, sport and culture facilities),</li> <li>- support in accommodation reservation,</li> <li>- pick-up service upon arrival in Tomsk/Durgapur,</li> <li>- visa and registration support.</li> </ul> <p>The Student pay for:</p> <ul style="list-style-type: none"> <li>- travel expenses</li> <li>- accommodation</li> <li>- medical insurance</li> <li>- visa and registration.</li> </ul> <p>The student may apply for a scholarship, available in institutions; to cover current expenses of exchange program.</p> <p>Upon completion of the exchange program, the host university/institute issues an academic</p>	<p>финансирования поездок, медицинского страхования и жилья, будут решаться между институтами. Отдельное соглашение будет заключено с учетом всех деталей, включая вопросы обмена любой интеллектуальной собственностью.</p> <p><b>b. Студенческие обмены</b>          Студенческие обмены (на уровне бакалавриата или аспирантуры) включают посещение университета-партнера в рамках следующих целей:</p> <ol style="list-style-type: none"> <li>i. Участие в исследованиях;</li> <li>ii. Посещение учебных курсов;</li> <li>iii. Поездки с образовательными целями;</li> </ol> <p>Количество студентов, участвующих в обмене, не должно превышать 10 человек в семестр. Студентам по обмену разрешено оставаться в принимающем университете на один академический срок.</p> <p>Домашний университет / институт будет выбирать кандидатов из своего университета / института для программы обмена. Принимающий университет / учреждение оставляет за собой право сделать окончательное решение о приемлемости каждого студента, назначенного для обмена.</p> <p>Университет / институт будет взаимно одобрять личную учебную программу учащегося не позднее, чем за 1 месяц до начала программы.</p> <p>Принимающий университет / институт предоставит студентам по обмену:</p> <ul style="list-style-type: none"> <li>- взаимный отказ от академических сборов,</li> <li>- доступ к лабораториям, библиотекам, залам, спортивным и культурным объектам университета/института,</li> <li>- поддержку в бронировании проживания,</li> <li>- встречу по прибытии в Томск / Дургapur,</li> <li>- поддержку визы и регистрации.</li> </ul> <p>Студент обязан оплатить:</p> <ul style="list-style-type: none"> <li>- транспортные расходы,</li> <li>- проживание,</li> <li>- медицинскую страховку,</li> <li>- визу и регистрацию.</li> </ul>
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transcript/certificate to the student and sends one copy to the exchange coordinator. All academic credit earned at host university/institute will be transferred to the home university/institute as determined by policies of the home university/institute.

**b. Other Areas: Education and Research**

- i. to exchange information on research and educational programs,
- ii. to exchange information on teaching, learning material and other literature relevant to their educational and research programmes,
- iii. to jointly organize short-term continuing education programmes on topics of mutual interest and to invite each other's faculty to participate therein,
- iv. to organize jointly seminars, conference, or workshops on topics of mutual interest and to invite each other's faculty to participate therein,
- v. to propose and engage jointly in research or training programmes sponsored by funding agencies, and to invite each other's faculty to participate therein,
- vi. to exchange, on a reciprocal basis, students at Undergraduate, Graduate and Doctoral levels for limited periods of time for purpose of education and /or research.
- vii. the provision of cultural and intellectual enrichment opportunities for staff and students of both institutes,
- viii. to use laboratory facilities in specific cases for a limited period,
- ix. to permit students, staff and faculty members to use library facility.

Both parties could consider collaboration in developing Double-Degree Programs in future. In this case the terms and conditions of its implementation, interim and final assessment shall be specified in a different agreement (and/or appendices to this Agreement) and carried out by each party in compliance with applicable national laws

Студент может подать заявку на стипендию, доступную в учреждении, для покрытия текущих расходов по программе обмена.

По завершении программы обмена принимающий университет/институт выдает академическую стенограмму/сертификат студенту и отправляет одну копию координатору обмена. Все академические кредиты, полученные в принимающем университете/институте, будут переведены в домашний университет/институт, как это определено политикой домашнего университета/института.

**б. Другие сферы сотрудничества в области образования и научно-исследовательской работы**

- i. Обмен данными по исследовательским и образовательным программам,
- ii. Обмен учебными материалами и другой литературой, имеющей отношение к образовательным и исследовательским программам,
- iii. Совместная организация краткосрочных программ непрерывного образования по тематике, представляющей взаимный интерес с привлечением подразделений ХУ и ТПУ,
- iv. Организация совместных семинаров, конференций, мастер-классов по темам, представляющим взаимный интерес,
- v. Совместное участие в исследовательских программах или программах обучения, спонсируемых фондами,
- vi. Студенческие обмены на уровне бакалавриата, магистратуры и аспирантуры в течение ограниченного периода времени с целью обучения и/или исследований,
- vii. Предоставление возможностей для культурного и интеллектуального обогащения для сотрудников и студентов ХУ и ТПУ,
- viii. Использование лабораторного оборудования в конкретных случаях в течение ограниченного периода времени,
- ix. Использование студентами, сотрудниками и профессорско-преподавательским составом библиотечного фонда НИТД и ТПУ,

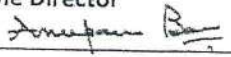

Обе стороны могут рассмотреть возможности для разработки и реализации программ двойного диплома в будущем. В случае их реализации процедура и условия прописываются в дополнительном соглашении (и/или приложении к настоящему соглашению)

<p>NITD and TPU agree that detailed terms and conditions that guide each activity identified above will be separately determined and agreed upon by the two institutions. These terms shall include a technical description of proposed activity, financial arrangements, and person(s) responsible for its implementation.</p>	<p>и осуществляются каждой стороной в соответствии с национальным законодательством.</p> <p>НИТД и ТПУ соглашаются с тем, что подробные условия, определяющие каждое из указанных выше мероприятий, будут отдельно определены и согласованы двумя учреждениями. Эти условия должны включать техническое описание предлагаемой деятельности, финансовых механизмов и лица (лиц), ответственных за ее осуществление.</p>
<p><b>2. Coordination:</b></p> <p>Each institution shall appoint one member of its teaching/research faculty to coordinate the program on its behalf.</p> <p>The TPU contact person will be Natalia V. Guseva, the Head of Department of Hydrogeology, Engineering Geology and Land Management, School of Earth Sciences and Engineering, Tomsk Polytechnic University, 2/5 Lenin Avenue, office 511, Tomsk, 634050 Russia; tel: +7 (3822) 60-63-70; e-mail: gusevanv@tpu.ru.</p> <p>The NITD contact person will be Dr. Hirok Chaudhuri, Assistant Professor, Department of Physics, NIT Durgapur-713209, West Bengal, India. tel.: +91 94347 89019; e-mail: hirok.chaudhuri@phy.nitdgp.ac.in chaudhuri_hirok@yahoo.co.in</p>	<p><b>2. Координация программы</b></p> <p>Каждая сторона назначает одного представителя из числа профессорско-преподавательского состава/научных работников для осуществления координации программы от ее имени.</p> <p>Контактное лицо со стороны ТПУ: Наталья Владимировна Гусева, заведующая кафедрой Гидрогеологии, инженерной геологии и землеустройства, Инженерная школа природных ресурсов, Томский политехнический университет, г. Томск, 634050 пр. Ленина, 2/5, оф. 511; тел: +7 (3822) 60-63-70; e-mail: gusevanv@tpu.ru</p> <p>Контактное лицо со стороны НИТД доктор Хирок Чаундури, доцент Факультета физики Национального института технологий Дургапура, 713209, Западная Бенгалия, Индия. тел.: +91 94347 89019; e-mail: hirok.chaudhuri@phy.nitdgp.ac.in chaudhuri_hirok@yahoo.co.in</p>
<p><b>3. Intellectual Property Rights:</b></p> <p>Ownership of any intellectual property (including but not limited to confidential information, know-how, patents, copyrights, design rights, rights relating to computer software, and any other industrial or intellectual property rights) developed jointly during the course of this Agreement shall be vested in both institutes to this Memorandum.</p> <p>Both institutes shall have the joint right to determine the commercial exploitation and disposition of such intellectual property, and both institutes shall make joint applications for the registration of the same. Before any registration or commercialization of any intellectual property takes place, the institutes agree to teach a separate agreement covering issues such as exploitation rights and revenue sharing.</p>	<p><b>3. Права на интеллектуальную собственность:</b></p> <p>Права на любую интеллектуальную собственность (включая, помимо всего прочего, конфиденциальную информацию, ноу-хау, патенты, авторские права, права разработчика, права, касающиеся программного обеспечения и другие права промышленной или интеллектуальной собственности), созданную в результате совместной деятельности, оговоренной в данном Соглашении, обеспечиваются и регламентируются данным Соглашением.</p> <p>Обе стороны имеют совместное право принимать решения относительно коммерческого использования и распоряжения объектом интеллектуальной собственности. Обе стороны подают совместные заявки на регистрацию объекта интеллектуальной</p>

<p>Any publication regarding such intellectual property shall only be possible with the prior written consent of both institutes, such consent not to be unreasonably withheld.</p> <p>NITD and TPU shall be free to use perpetually the results arising out of the collaborating activities for its own internal teaching, research, educational, clinical and publication purpose without the payment of royalties or other fees to the other party.</p>	<p>собственности. Перед осуществлением процедуры регистрации или коммерциализации любого объекта интеллектуальной собственности, стороны должны заключить отдельное соглашение, оговаривающее такие вопросы, как права на использование и распределение доходов.</p> <p>Любые публикации, относящиеся к объекту интеллектуальной собственности, разрешаются только с письменного согласия обеих сторон, причем необоснованное запрещение публикаций не допускается.</p> <p>НИТД и ТПУ могут свободно и бессрочно использовать результаты совместной деятельности для целей обучения и проведения исследований внутри своего университета, а также с образовательными, клиническими и публикационными целями без уплаты лицензионных платежей и иных взносов другой стороне.</p>
<p><b>4. Validity:</b></p> <p>The Agreement shall remain in force for a period of 5 years commencing from effective date. Institutions may extend the term by written agreement signed by both after review.</p>	<p><b>4. Период действия:</b></p> <p>Соглашение вступает в силу после подписания его Сторонами и действует в течение 5 (пяти) лет. Стороны могут расширить условия в письменном виде после согласования обеих Сторон.</p>
<p><b>5. Termination:</b></p> <p>Either institution may terminate the Agreement by giving written notice of 6 months in advance to the other institution. Once terminated, neither NITD nor TPU will be responsible for any losses, financial or otherwise, which the other institutions may suffer. However, NITD and TPU will ensure that the provisions of this Agreement shall continue to apply to all activities in progress until their completion.</p>	<p><b>5. Прекращение действия:</b></p> <p>Любая из Сторон может прекратить действие настоящего Соглашения, направив другой Стороне не менее чем за 6 (шесть) месяцев письменное уведомление. После прекращения Соглашения ни НИТД, ни ТПУ не несут ответственности за любые потери или ущерб, в том числе финансовый. Тем не менее, НИТД и ТПУ обеспечат продолжение всех видов работ, проводимых на момент окончания или расторжения, до их завершения.</p>
<p><b>6. Amendments/Modifications:</b></p> <p>This Agreement may be amended or modified by a written agreement signed by the representatives of both institutes.</p>	<p><b>6. Изменения и дополнения:</b></p> <p>Настоящее Соглашение может быть изменено или дополнено по письменному согласию, пописанному представителями обеих Сторон.</p>
<p><b>7. Dispute Resolution:</b></p> <p>In case, there be a dispute relating to any aspect of academic cooperation, President, NITD and Rector, TPU will jointly resolve the dispute in spirit of independence, mutual respect, and shared responsibility. If such a settlement cannot be reached, the dispute will be settled in the courts of Durgapur (India) and the Russian Federation.</p>	<p><b>7. Урегулирование споров:</b></p> <p>В случае возникновения спора в отношении любого аспекта академического сотрудничества, президент НИТД ТПУ при разрешении спорных ситуаций руководствуются принципами независимости, взаимного уважения и обоюдной ответственности. Если договоренность не может быть достигнута, спор разрешается в</p>



(167)

<p>NITD and TPU welcome the establishment of this Memorandum for cooperation and jointly agree to the provisions as set out above.</p>	<p>НИТД и ТПУ приветствуют подписание настоящего Соглашения о сотрудничестве и согласны с положениями, представленными выше.</p>
<p><b>Notes:</b> The singular includes the plural and vice versa.</p> <p>As a supplement to the present MOU, the Parties will conclude separate agreements that will describe the terms and conditions on execution of works on all aforementioned subjects and their cost as well.</p> <p>The two Parties held their talks in high spirits &amp; looked forward to deepening their cooperation in all fields.</p> <p>This document was drawn in two copies in the Russian and English languages for both Parties, each of which will be deemed as original.</p> <p>In the case of any inconsistency in Russian and English versions of MOU, the text in the English language shall prevail.</p>	<p><b>Примечание:</b> Слова, употреблённые в единственном числе, включают соответственно значение множественного числа и наоборот.</p> <p>Как приложение к настоящему Протоколу Стороны заключат отдельные договоры, описывающие порядок выполнения работ по всем указанным тематикам, а также их стоимость.</p> <p>Стороны проводили переговоры в бодром расположении духа и надеются на укрепление сотрудничества во всех областях.</p> <p>Настоящее Соглашение составлено в двух экземплярах на русском и английском языках для каждой из Сторон и имеющих одинаковую силу.</p> <p>При возникновении разночтений в английской и русской версии Протокола приоритетным является английский вариант.</p>
<p>Signatures of the Parties For and behalf of NITD</p> <p>The Director  / Prof. Anupam Basu /</p> <p>निदेशक / Director</p>	<p>Подписи Сторон Со стороны ТПУ</p> <p>Ректор  / Чубик П.С. /</p>

राष्ट्रीय प्रौद्योगिकी संस्थान / National Institute of Technology  
महात्मा गांधी एवेन्यू / Mahatma Gandhi Avenue  
दुर्गापुर-713209 (प.ब.) भारत  
Durgapur-713209 (W.B.) India





168



**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**FEDERAL UNIVERSITY OF RIO DE JANEIRO, BRAZIL**  
**AND**  
**NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR, INDIA**

Federal University of Rio de Janeiro (hereinafter referred to as "UFRJ"), located in Rio de Janeiro, Brazil, and National Institute of Technology Durgapur (hereinafter referred to as "NIT"), located in Durgapur, India, after due discussions and consultations, have agreed to establish ties of friendship for the purpose of promoting mutual understanding and academic, cultural and educational cooperation based upon the principle of reciprocity. Therefore, both institutions agree to enter into this Memorandum of Understanding.

UFRJ and NIT have reached agreement on the following general areas of interest and cooperation, subject to mutual consent and the availability of sufficient funding:

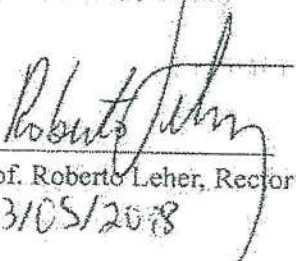
1. Exchange of faculty;
2. Exchange of students;
3. Exchange of information, academic materials and publications;
4. Joint research activities;
5. Invitation for participation in academic conferences and seminars;
6. Short-term academic programs.

The terms of specific areas of cooperation shall be further discussed and agreed upon, prior to the initiation of a particular program, through specific Agreements, which shall be an integral part hereof upon signature by the legal representatives of both parties. No financial or legally binding obligations of any nature are assumed under this Memorandum of Understanding.

This Memorandum of Understanding goes into effect for five (5) years upon signing by both parties and will form an initial framework for further agreements to be drawn up between the parties. Either party may terminate this MOU upon written notice to the other party six (6) months prior to the actual termination. In such cases, programs under way shall be allowed to be completed according to the terms that have been agreed upon.

FEDERAL UNIVERSITY OF  
RIO DE JANEIRO

Rio de Janeiro, Brazil

  
Prof. Roberto Leher, Rector  
03/05/2018

NATIONAL INSTITUTE OF  
TECHNOLOGY DURGAPUR

Durgapur, India

  
Prof. Anupam Basu, Director

January 18, 2018 निदेशक / Director  
राष्ट्रीय प्रौद्योगिकी संस्थान / National Institute of Technology  
महात्मा गांधी एवेन्यू / Mahatma Gandhi Avenue  
दुर्गापुर-713209 (प.ब.) भारत  
Durgapur-713209 (W.B.) India





169



## MEMORANDO DE ENTENDIMENTO

### ENTRE UNIVERSIDADE FEDERAL DO RIO DE JANEIRO, BRASIL E NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR, ÍNDIA

Universidade Federal do Rio de Janeiro (doravante designada "UFRJ"), com sede no Rio de Janeiro, Brasil, e National Institute of Technology Durgapur (doravante designada "NIT"), com sede em Durgapur, Índia, após consultas mútuas, concordaram em estabelecer cooperação com o propósito de promover entendimento mútuo e cooperação acadêmica, cultural e educacional com base no princípio da reciprocidade. Nesse sentido, ambas as instituições concordam em estabelecer o presente Memorando de Entendimento.

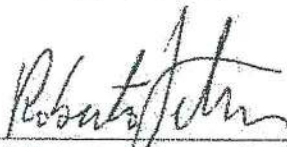
UFRJ e NIT acordaram o entendimento sobre as seguintes áreas gerais de interesse e cooperação, sujeitas ao consentimento mútuo e disponibilidade suficiente de fundos:

1. Intercâmbio de professores e pesquisadores;
2. Intercâmbio de estudantes;
3. Intercâmbio de informações, materiais acadêmicos e publicações;
4. Atividades conjuntas de pesquisa;
5. Convite para participação de conferências acadêmicas e seminários;
6. Programas acadêmicos de curto prazo.

Os termos de áreas específicas de cooperação serão oportunamente discutidas e acordadas, antes do início de um programa particular, mediante o estabelecimento de Acordos específicos, que serão parte desta cooperação a partir da assinatura dos representantes legais de ambas as partes. Não há quaisquer obrigações de natureza financeira ou legal que estejam sendo assumidas com a assinatura do presente Memorando de Entendimento.

O Memorando de Entendimento passa a vigor por cinco (5) anos a partir das assinaturas de ambas as partes e será parte do arcabouço inicial para oportunos e futuros acordos a serem efetuados entre as partes. Cada parte poderá dar por encerrado o presente MOU a partir de comunicado escrito para a outra parte seis (6) meses antes do efetivo término. Nesses casos, programas que estiverem em curso deverão ter a permissão para que sejam finalizados de acordo com os termos que foram mutuamente acordados.

UNIVERSIDADE FEDERAL DO  
RIO DE JANEIRO  
Rio de Janeiro, Brasil

  
Prof. Roberto Leher, Reitor  
03/05/2018

NATIONAL INSTITUTE OF  
DURGAPUR  
Durgapur, Índia

  
Prof. Anupam Basu, Director

January 18, 2018



निदेशक / Director  
राष्ट्रीय प्रौद्योगिकी संस्थान / National Institute of Technology  
महात्मा गांधी एवेन्यू / Mahatma Gandhi Avenue  
दुर्गापुर-713209 (प.ब.) भारत  
Durgapur-713209 (W.B.) India

(170)

12/11/18  
13-07-18  
499  
15/3/18

(171)

17 BOG

**ANNEXURE - XIII**

**KARMACHARI SAMITI**

**NATIONAL INSTITUTE OF TECHNOLOGY**

**DURGAPUR - 713209, WEST BENGAL**

**REGD. NO. S/23133 of 1978-79**

Ref. No. - NITD/KS/2017/07

Date: 08/03/2018

To  
The Director,  
NIT Durgapur - 9.

**Sub :- Information regarding name alteration of 'Karmachari Samiti'.**

Respected Sir,

On behalf of Karmachari Samiti I would like to state that the association, Karmachari Samiti, Regional Engineering College, Durgapur is recognised by the NIT, Durgapur in its 17th BOG meeting held on 23rd Nov'2010. Presently the name of the association has been changed into Karmachari Samiti, National Institute of Technology, Durgapur w.e.f. 21.10.2016 with the same Reg. No. S/23133 of 1978-79 under the West Bengal Societies Registration Act. 1961 as Regional Engineering College is changed into the National Institute of Technology. This is for your kind information and necessary action.

Thanking you.

Yours faithfully,

*Sukhendu Paul*  
08/03/18

(Sukhendu Paul)

General Secretary  
KARMACHARI SAMITI  
NIT Durgapur  
Durgapur - 713209, (W.B.)

Enclosed :-

1. Copy of the certificate of registration.
2. Copy of the Bog resolution.

*Rajiv Kumar*

*17/3/18*

*Sh. Amar Hain*  
Put up for Agenda Item for Next BOG Meeting.  
*14/3/18*

172

West Bengal Form No. 264.



Copy prepared on 25.10.16  
repared on 14.10.16  
delivered on 14.10.16

### Certificate of Registration of Societies

WEST BENGAL ACT XXVI of 1961

No. S/23133 of 2978-2979

I hereby certify that Karmachari Samiti,  
Regional Engineering College changed to  
Karmachari Samiti, National Institute  
of Technology, Durgapur

has this day been registered under the West Bengal Societies  
Registration Act, 1961.

Given under my hand at Kolkata  
this Twenty First day of October  
Two thousand and Sixteen

Registrar of Firms, Societies &  
Non-Trading Corporations,  
West Bengal.

ACJP—A 30004—2015-16—30,000

o/c

Compared by  
on  
14/6/17

Gaut  
08/08/18

General Secretary  
KARMACHARI SAMITI  
Durgapur  
726009, (W.B.)



REGISTERED TRADE MARK

**Item # 17.07 To consider Modified Assured Career Progression Scheme (MACPS) for non-faculty staff members of the Institute**

Dy. Registrar (Admin) was present in the meeting as an invitee during discussion of this item.

The proposal of the Institute on Modified Assured Career Progression Scheme as applicable for its non-teaching and teaching supporting staff members was accepted in principle by the Board.

It was decided that a comprehensive list of all the non-teaching and teaching supporting staff members indicating details of financial upgradation / advancement in their service career be prepared and submitted to Dr. S. Dasgupta, Hon'ble Member, Board of Governors and Director of Technical education, Higher Education Department, Government of West Bengal for necessary verification. Such verified document be processed based on the accepted proposal and laid down conditions and provisions under the rule of Government of India (Ministry of Human Resources Development and Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training).

It was further resolved that the Assured Career Progression Scheme meant for the eligible non-teaching and teaching supporting staff members of the Institute be processed following the guiding principles of the scheme and provisions therein.

**Item # 17.08 To consider recognition of service association of employees by the Institute**

The Board deliberated on the guidelines published by M.H.R.D., Government of India on the recognition of the Service Association of the non-teaching and teaching supporting staff of N.I.T., Durgapur.

On scrutinizing the documents submitted with the two applications, one by the 'Karmachari Samiti', erstwhile recognized Association of the R.E.College, Durgapur with majority of the members under its fold and the other one by 'National Institute of Technology Workers' Association', newly formed one, the Board observed that 'Karmachari Samiti' satisfies M.H.R.D. guidelines for recognition.

The Board after careful scrutiny resolved to approve the continuation of the recognition of 'Karmachari Samiti' only.

**Item # 17.09 To consider increase in faculty strength due to increase in student intake**

The Board approved the proposal regarding the total required faculty positions of the Institute and suggested for necessary follow up actions with Ministry of Human Resources Development, Government of India.

*Raw*  
08/03/18  
General Secretary  
KARMACHARI SAMITI  
NIT Durgapur  
Durgapur - 713209, (W.B.)

NATIONAL INSTITUTE OF TECHNOLOGY  
DURGAPUR – 713209, WEST BENGAL, INDIA

The minutes of the 17<sup>th</sup> Meeting of the Board of Governors of NIT, Durgapur, held on November 23, 2010 in the Conference Hall, Cryogenics Building, Variable Energy Cyclotron Centre (VECC), 1/AF, Bidhan Nagar, Kolkata – 700064.

Members Present

- |    |  |   |                    |
|----|--|---|--------------------|
| 1. | Dr. Bikash Sinha<br>Chairman, Board of Governors<br>NIT, Durgapur  | - | Chairman           |
| 2. | Dr. S. Dasgupta<br>Director of Technical Education,<br>Govt. of West Bengal,<br>Bikash Bhavan, Kolkata – 700091  | - | Member             |
| 3. | Shri Prabir Kumar Sen<br>Associate Vice President, HVAC,<br>Shapoorji Pallonji & Co. Ltd,<br>Benfish IT Tower, Third Floor<br>31, G. N. Block, Sector – V<br>Salt Lake City, Kolkata – 700 091 | - | Member             |
| 4. | Shri J. C. Sahani<br>6, Ho Chi Minh Sarani, Kolkata – 700 071.   | - | Member             |
| 5. | Prof. B. Halder<br>Professor, NIT, Durgapur  | - | Member             |
| 6. | Dr. S. Bhattacharyya<br>Associate Professor, NIT, Durgapur   | - | Member             |
| 7. | Prof. Swapan Bhattacharya<br>Director, NIT, Durgapur   | - | Member – Secretary |

Director welcomed the Chairman and the members to the 17<sup>th</sup> meeting of Board of Governors of NIT, Durgapur. This meeting being the last under his present tenure, the Director expressed his gratitude to the Board under the leadership of the present Chairman for the transformation from the level of R.E. College to National Institute of Technology.

The Chairman also welcomed the members.



**NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR  
DURGAPUR-713209**28<sup>th</sup> June, 2018**NOTE SHEET**

Under the procurement head of TEQIP III, computers (approx. 185 numbers) and up-gradation of existing institute network including servers, switches etc. and XRD, EDS with Gold target (as attachment to the existing FESEM) were planned and subsequently approved by BOG. For effective twinning activities between Mentor and Mentee Institute, there is a need of STUDIO for online guidance to the Mentee Institute and also new faculty members are expected to join due to recently on-going faculty selection process. Therefore, procurement plan may be revised as follows:

- a) 220 numbers of computers/laptops instead of 185 numbers with an estimated budget of 100 lakhs.
- b) Up-gradation of existing institute network including servers, switches etc. with an estimated budget of 100 lakhs.
- c) Comprehensive solutions for a STUDIO and large size smart class rooms (2 nos.) costing approximately 50 lakhs.
- d) XRD as a central Instrumentation facility with a estimated budget of 100 lakhs.

Submitted for kind approval and placing in coming BOG meeting.



(Prof. K.C. Ghanta)  
Co-ordinator, TEQIP III

~~Director~~

*Amiya M.*  
28/6/18

To be placed to BOG  
as Annexure.  
*Amiya M.*  
28/6/18



# NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR



Department of Physics  
 Mahatma Gandhi Avenue, Durgapur-713209  
 West Bengal, INDIA  
<http://www.nitdgp.ac.in>  
 Tel: +91 9434788137(M), +91 343 275 4780 (O)  
 Email: amit.chakraborty@phy.nitdgp.ac.in

Date: June 27, 2018

## Proposed plan of action for CoE

### First part: Capital expenses

Sr. No.	Name of the item to be procured	Justification	Approx. Cost (lakh of INR)
1	Lamp and Integrated sphere attachment to existing UV vis spectrophotometer	The existing lamp's life is about to expire and the Integrated sphere attachment helps recording absorption data from thin films (currently sample immersed in liquid is only doable)	3 lakhs
2	Gas line connections for existing Gas Sensing System	Current system uses temporary pipelines for supply of various toxic and combustive gases which poses high risk of leakage. For safe operations, permanent lines with proper safety valves are to be installed through professional industry experts	4 lakhs
3	Mass Flow controllers (MFC) x 2	Existing system supplies gases using flow meters having very crude control of flow. With MFC gases can be controlled with high precision and low flow rate.	4.5 lakhs
4	Source Measure unit (SMU)	Existing Gas sensing system uses a digital multimeter which only measures resistance below 100 M Ohm and does not provide I-V curve. SMU will solve these issues which are must for most semiconductor type sample.	6 lakhs
5	Muffle furnace	To anneal samples at high temperature, often required to study thermal changes in materials	2.5 lakhs
6	Glove box with oxygen level controller	For storage and handling of air-sensitive materials for battery and photovoltaic research	10 lakhs
7	Rotary vane pump x2	Required to run various equipment	1 lakh
8	Quantum Efficiency (QE) system with solar simulator	Existing solar simulator cannot measure quantum efficiency of solar cells which is a necessity for high quality publication in the field. With this upgrade, one can measure QE	43 lakhs
9	Sputter coating unit and EDX attachment for existing FESEM	For non-metallic sample coating with a thin metallic thin film is needed which is currently not possible in our system. Also, for elemental information of samples, EDX attachment is a must which we cannot do at present	40 lakhs
10	10kV online UPS	Backing up the instruments during power cut	1.5 lakh
11	FTIR Spectrometer	To find the type of chemical bonds present in materials	12.5 lakhs
12	Photoluminescence	To compare the degree of radiative recombination in photocatalytic materials	12 lakhs
	<b>TOTAL</b>		<b>140 lakhs</b>



**Second part: Recurring expenses (proposed by us in TEQIP-III)**

<b><u>Sr. No.</u></b>	<b><u>Activity</u></b>	<b><u>Budget</u></b>
<b><u>1</u></b>	<b><u>International Conferences</u></b>	<b><u>10 lakhs</u></b>
<b><u>2</u></b>	<b><u>Recruitment of Staff Scientist/Post doctoral fellow @50000 pm</u></b>	<b><u>18 lakhs</u></b>
<b><u>3</u></b>	<b><u>Recruitment of Research scholar @30000 pm x 4</u></b>	<b><u>45 lakhs</u></b>
	<b><u>TOTAL</u></b>	<b><u>68 lakhs</u></b>

	<b>Allowed heads of expenses in TEQIP-II</b>	<b>Comment</b>
R & D	Expenditure on Securing sponsored projects and Consultancy assignments	Rarely used
	Expenditure on Publication of research papers in peer reviewed journals	NITDgp does not promote publication in paid journals
	Expenditure incurred on Commercialization of research products	None of the technology achieved this stage yet
	Expenditure on Patenting of Research Products	Patents are rarely filed at NIT
	Expenditure on amount paid to Consultant for participation in Research & Development and for delivering expert lectures	6 lakhs
	Expenditure on faculty visiting Industries within india and abroad to development and implement joint projects.	9 lakhs (3 lakhs/yr)
	Expenditure on characterization of sample of R & D projects	10 lakhs
	Expenditure on Presentation of paper in International Seminar, Conference etc. by Doctoral students	5 lakhs
	R&D grant to Faculty members	
	Misc	2 lakhs
<b>TOTAL</b>		<b>32 lakhs</b>





**Third part: Twinning and Operating Cost**


<b>Twinning</b>	1.3.2.7	<b>Mentoring/Twinning system Improvement in Teaching, Learning and Research competence' of Mentee institutions</b>  Improve student learning Student employability Increasing faculty productivity and motivation Establishing a twinning system to build capacity and improved performance	30 lakhs
	1.3.3.1	Consumables	30 lakhs
<b>Operating Cost</b>	1.3.3.2	Operation and maintenance of equipments	
	1.3.3.3	<b>Office expenses</b> (The activities include: stationary; printing, etc.)	
	1.3.3.4	<b>Meetings</b> (only project related meetings)	
	1.3.3.5	<b>Hiring of Vehicles</b> (only for project activities)	
	1.3.3.6	<b>Travel Cost</b> (only for project activities)	
	1.3.3.7	<b>Salary</b> (for TEQIP office staff)	

Submitted for kind approval please.

Santhosh  
Co-ordinator, TEQIP III

  
 29/6/18  
 Coordinator, CoE

  
DIRECTOR 29/6/18

Pl. place to  
 next  
 Dec  
  
 29/6/18





## ANNEXURE - XV

Case History of MAT No. 883 of 2011  
Arising out of  
W.P.No. 7358 (W) of 2004, Calcutta High Court

National Institute of Technology Durgapur ..... Applicant

Versus

Ananga Mohon Majhi & ORS. .... Respondent

1. The Hostel/Mess employees working in various Hostels of the Institute filed a petition before the Hon'ble High Court of Calcutta vide W.P.No.7358 (W) of 2004 to consider them as Group-D staff of NIT Durgapur.
2. All the 37 applicants are engaged by the Students in their respective Messes. Students pay their wages from the student fund and NIT Durgapur is not involved in their engagement and doesn't pay anything to these 37 applicants.
3. The Hon'ble justice of Calcutta High Court, Maharaj Sinha has given the verdict on **21.05.2010**, that the petitioners be treated as permanent Group-D staff of Regional Engineering College and on that basis they are entitled to their respective salaries and allowances as fixed by the Director of Technical Education, Government of West Bengal.
4. An appeal was filed by Dr. Aniruddha Gangopadhyay, Ex-Registrar (I/C) of NIT Durgapur, on **21.09.2011** before the DIVISION BENCH of Hon'ble Calcutta High Court for stay of operation of the order dated 21.05.2010 passed by Hon'ble Justice of Calcutta High Court Maharaj Sinha in respect of W.P.No. 7358 (W) 2004.
5. Order passed by Hon'ble Calcutta High Court (Division Bench) **22.06.2017** is reproduced below.  
**“Case has been called out None-appears. C.A.N. 5713 of 2011 is dismissed for non-prosecution”.**



**NATIONAL INSTITUTE OF TECHNOLOGY  
DURGAPUR-713209, WEST BENGAL, INDIA**

**AGENDA NOTES**

**FOR**

**50<sup>th</sup> Meeting of Board of Governors to be held on 02<sup>nd</sup> July, 2018 at 11:30 A.M. in the IIT  
Kharagpur Kolkata Campus HC Block, Sector – III Salt Lake City Kolkata – 700106**

**Item#50.16: Any other item with the permission of the chair**

**(A) To seek direction from the MHRD on various court cases faced by the Institute.**

The Institute has been facing a number of court cases on various issues for quite some time, many of which either involves the MHRD as a party or requires their intervention or decision. Urgent advice, direction and decisions from the MHRD on these cases are needed by the Institute. The summary of such cases are attached as annexure.

Placed before the Board for information and expedite.

**Annexure – XV**

**(B) To consider the appointment of temporary faculty**

The selection interviews for the recruitment of faculty members have already started in the Institute and have already been completed in four departments. The interviews of the remaining ten academic departments will be taken up next. However, due to a very small pool of visitor's nominees and their preoccupation, the process is expected to take some considerable time for completion. The departments have been suffering acutely for inadequate faculty strength which is affecting the teaching and research. Some of the departments are not even able to apply for accreditation due to low faculty: student ratio.

In view of above, it is proposed that some of the brilliant and outstanding candidates, who have already been selected in the recently held interviews, may be offered appointment as temporary (guest) faculty in the level of Assistant Professor till the entire selection process is completed, the list is approved by the BoG and the appointment letter is issued to them. A provision to appoint

*Mumf*  
29/02/18



temporary faculty exists in the implementation of 4-tier flexible faculty structure in the NITs (letter from the MHRD F. No. 33-9/2011-TS.III dated 15th January 2014). A salary at the initial level in the pay scale recommended by the selection committee may be offered to them along with shared residential accommodation in the campus.

Placed before the Board for consideration.

**(C) To adopt the revision of pension/family pension of the pension holders of NIT Durgapur following the revision of the pension of the central government employees on the recommendation of the 7CPC in accordance with the communication received from the MHRD vide F. No15-7/2017-TC dated 14.06.2018.**

The Ministry of Human Resource Development, Department of Higher Education has communicated vide letter F. No15-7/2017-TC dated 14.06.2018, (copy attached as annexure) for adoption of the revision of pension/family pension of the pension holders of NIT Durgapur following the revision of the pension of the central government employees on the recommendation of the 7CPC.

Placed before the Board of Governors for adoption.

**Annexure – XVI**

*MUMJee*  
*29/06/18*  
**Shri U.C. Mukherjee**  
**Registrar (I/C) &**  
**Secretary, Board of Governors**  
**National Institute of Technology**  
**Durgapur – 713209**



6. Restoration application was filled by Mr. U. C. Mukherjee , Registrar(I/C) of NIT Durgapur, before the Division Bench of Hon'ble Calcutta High Court on **02.02.2018** against Case No.F.M.A.1518 of 2011 With C.A.N. 5713 of 2011 arising out of ***W.P.No.7358 (W) of 2004***.
7. Petitioners filed a Contempt Application before the Single Bench of Hon'ble Calcutta High Court vide W.P.No.7358 (W) of 2004. On 11.05.2018 Hon'ble Justice of Calcutta High Court, Arindam Sinha has directed the following alleged contemnors to be either represented or to appear personally on the adjourned date to answer the allegations made. Whether the Rule already issued is to be recalled and fresh Rule issued will be considered on the adjourned date. The matter is listed for hearing on 29.06.2018.
  - a) Prof. Anupam Basu, DIRECTOR of NIT Durgapur.
  - b) Mr. U.C. Mukherjee, REGISTRAR (I/C) of NIT Durgapur.
  - c) Dr. Kalyan Adhikari, Chief Warden of NIT Durgapur.
8. On 29.06.2018, Lordship of Justice Debashish Kar Gupta and Justice Shampa Sarkar, have been pleased to allow the inclusion of the restoration application for hearing before Division Bench of Hon. High Court at Calcutta. Ld. Counsel of NIT Durgapur is now looking at getting the matters listed and heard at the earliest before Division Bench of Hon. High Court at Calcutta. On the submissions of the Learned Additional Solicitor General Mr Kaushik Chanda before the Single Bench of Hon. High Court at Calcutta, the contempt matter has been deferred to 2nd August 2018, in order to allow the restoration application to be heard, server copy / certified true copy yet to receive.

Placed before the Board of Governors for consideration.





CALCUTTA HIGH COURT

MAT No. 884 of 2011

Arising out of

W.P.No. 7359 (W) of 2004

National Institute of Technology Durgapur ..... Applicant

Versus

Bijoy Krishna Das & ORS.

..... Respondent

1. On 23.04.2004 the Hostel/Mess employees working in various Hostels of the Institute placed their demand and filed a petition to the High Court of Calcutta vide W.P.No.7359 (W) of 2004 to consider them as Group-D staff of NIT Durgapur.
2. The Hostel/Mess employees working in various Hostels of R.E.College enjoyed revised pay scale under Govt. of West Bengal w.e.f. 01.04.1989 vide Govt. order No. 1583(100)-Edn(U) dated 19.10.1981,w.e.f. 01.01.1996 vide order No.148(11)-Edn(U)/IU-8/96 Pt.dated 14.02.2000 and w.e.f. 01.01.2006 vide Memorandum issued by the Finance Department, Govt. of West Bengal respectively.
3. The Hon'ble justice of Calcutta High Court, Maharaj Sinha has given the verdict on **21.05.2010**, that the petitioners be treated as permanent Group-D staff of Regional Engineering College and on that basis they are entitled to their respective salaries and allowances as fixed by the Director of Technical Education, Government of West Bengal.



4. An appeal was filed by Dr. Aniruddha Gangopadhyay, Ex-Registrar (I/C) of NIT Durgapur, on **21.09.2011** before the DIVISION BENCH of Hon'ble Calcutta High Court for stay of operation of the order dated 21.05.2010 passed by Hon'ble Justice of Calcutta High Court Maharaj Sinha in respect of W.P.No. 7358 (W) 2004.

5. Order passed by Hon'ble Calcutta High Court (Division Bench) **22.06.2017** is reproduced below.

**“Case has been called out None-appears. C.A.N. 5713 of 2011 is dismissed for non-prosecution”.**

6. The matter was placed before 44<sup>th</sup> BoG meeting vide item#44.09 held on 19<sup>th</sup> Jan 2017 wherein BoG instructed to place the matter again before 45<sup>th</sup> BoG with all relevant documents.

7. The matter was placed before 45<sup>th</sup> BoG meeting vide item#45.15 held on 05<sup>th</sup> May 2017 and resolution taken thereon is reproduced hereunder –

“The issue was explained to the Board in detail. A detailed discussion taking into consideration various aspect of the case, including the sub-judice nature of the case was held. The Board decided that the case may be referred to the MHRD for its consideration.

Chairman suggests that all the information to be sent to the MHRD be routed through Grievance Committee with external member already nominated by Board so that it may be considered as an authentic document on the issue which is pending for more than a decade. The committee should take into consideration that:-

a. Information regarding status of mess workers involved in litigation are supported by records and evidences.

b. Present position of the Institute taken in court.



c. Last but not the least delivers fare justice.

Routing the issue through such a committee will also be as per recommendation of 44th BoG meeting”.

Accordingly the information was conveyed to MHRD on 29May 2017 vide letter no – NITD/Estt/Hosteल्प/3715/2017.

9. Restoration application was filled by Mr. U. C. Mukherjee , Registrar(I/C) of NIT Durgapur, before the Division Bench of Hon’ble Calcutta High Court on **02.02.2018** against Case No.F.M.A.1518 of 2011 With C.A.N. 5713 of 2011 arising out of ***W.P.No.7358 (W) of 2004***.

10. On 29.06.2018, Lordship of Justice Debashish Kar Gupta and Justice Shampa Sarkar, have been pleased to allow the inclusion of the restoration application for hearing before Division Bench of Hon. High Court at Calcutta. L.d. Counsel of NIT Durgapur is now looking at getting the matters listed and heard at the earliest before Division Bench of Hon. High Court at Calcutta (server copy / certified true copy yet to receive).

Placed before the Board of Governors for consideration.



**Central Administrative Tribunal**  
**Case History of NTMIS employees**

Sl.No.	Date	Fact of the matter
1.	Year, 1983	<p>In the year 1983, Ministry of Education &amp; Culture, Govt. of India (presently known as Ministry of Human Resource and Development) has approved a scheme namely 'National Manpower Information System' with a view to provide upto date and meaningful manpower information on a continuous basis to enable the concerned authorities to anticipate areas in the field of Science and Technology.</p> <p>It is pertinent to mention herein that immediately after approval of the scheme namely "National Manpower Information System" by the then Ministry of education &amp; Culture, Govt. of India, the Deputy Educational Advisor (T), Govt. of India communicated to some selected Government Engineering Colleges, including R.E. College Durgapur vide memo no. F.1 16/83_ T.5 dated 9<sup>th</sup> November, 1983, regarding establishment of Nodal Centres, National Manpower Information System ( in short NTMIS).</p> <p>Thus National Institute of Technology Durgapur (formerly known as Regional Engineering College, Durgapur) has been selected for establishment of Nodal Centre.</p> <p>The scheme was later funded by All India Council of Technical Education through Institute of Manpower research, New Delhi.</p>
2.	08.09.1989	Appointment Letter of Mr. Aranya Basu Roy was issued on 08.09.1989 as computer -operator- programmer. (Nature of appointment: Temporary but likely to continue)
3.	08.07.1988	Appointment Letter of Mr. Prosanta Mukherjee was issued on 08.07.1988 as Clerk cum Typist on temporary basis.
4.	31.03.2000	Appointment Letter of Mr. Anupam Bagchi was issued on 31.03.2000 as Research Associate. (Nature of appointment: Temporary but likely to continue)
5.	31.03.2013	The scheme continued till 31.03.2013, and it became non-operational due to stoppage of necessary funds by AICTE. All dues in respect of the aforesaid three persons were cleared of till that date.





6.	24.01.2014	<p>An agenda was placed before 30<sup>th</sup> meeting of Board of Governors (BoG) held on 24<sup>th</sup> January 2014 vide item # 30.11 containing the matter for considering the fate of erstwhile NTMIS staffs. Resolution taken by the BoG thereon is reproduced hereunder-</p> <p>A report was submitted by the committee on 23.01.2014 formed by office order No. NITD/Estab/3718 dated 31.12.2013 in connection with re-deployment of staff members of NTMIS, erstwhile R. E. College Durgapur . The said report is given below:</p> <ul style="list-style-type: none"> <li>a) Shri Anupam Bagchi, S/o Gopal Chandra Bagchi(late) was found eligible for the post of Scientific/ Technical Officer/Assistant Registrar and below as per his qualifications.</li> <li>b) Shri Aranya Basu Roy, S/o Subodh Basu Roy (late) was found eligible for the positions in the lower cadre of Technical /Administrative</li> <li>c) Available records reveal that some clarifications have been sought by the Institute from MHRD, GOI on Sri Prasanta Mukherjee S/o late Sambhu Nath Mukherjee. As per his present qualifications (B.Com, 47%, IInd class) he may be suitable for the post of lower cadre of ministerial staff subject to consideration for redeployment by MHRD, GOI.</li> </ul> <p>BOG approved the above report.</p>
7.	01.09.2014	<p>Case was filed by the employees of erstwhile National Technical Manpower Information System (NTMIS) on 01.09.2014 for absorption of the Nodal centre staffs in the suitable permanent posts of the Institute before the Hon'ble CAT.</p>



8.	23.12.2015	<p>An agenda was placed before 41<sup>st</sup> meeting of Board of Governors (BoG) held on 23<sup>rd</sup> Dec 2015 vide item # 41.09 containing the matter for considering the fate of erstwhile NTMIS staffs. Resolution taken by the BoG thereon is reproduced hereunder-</p> <p>“The ministry had some reservation on the issue as it may create complications to resolve similar cases existing in other NITs; it was suggested to take legal advice on giving age relaxation for casual and daily workers who are working in the institute for long, in the light of verdict of Hon. Supreme Court in the Uma Devi case. Institute should write to MHRD for future course of action regarding the concerned employees”.</p>
9.	25.05.2016	<p>An agenda was placed before 42<sup>st</sup> meeting of Board of Governors (BoG) held on 25th May 2016 vide item # 42.06 containing the matter of relaxation of age for recruitment of certain categories of employees who are already engaged at the Institute through contract/NTMIS. Resolution taken by the BoG thereon is reproduced hereunder-</p> <p>“Regarding decision for age relaxation for employees already engaged on contractual basis, the board recommended that it should be placed to the NIT Council. The board recommended that the individual of erstwhile NTMIS may be absorbed as per there qualification and subject to existing vacancies, as has been done in other NITs.”</p>



10.	28.09.2016	<p>An agenda was placed before 43<sup>rd</sup> meeting of Board of Governors (BoG) held on 28<sup>th</sup> Sep 2016 vide item # 43.14 containing the matter of ratification for absorption of erstwhile NTMIS staff. Resolution taken by the BoG thereon is reproduced hereunder-</p> <p>“The board did not agree to the proposal of absorption of NTMIS employees in light of the court verdict in the Uma Devi case (Judgment dated 10.04.2006 of the Hon’ble Supreme court of India in Appeal(CIVIL) nos. 3595-3612 of 1999, Secretary , State of Karnataka &amp; ORS. Vs. Uma Devi &amp; ORS). It was stated by one of the members that AICTE was responsible for the employment of these of individuals and the matter may be taken up with the AICTE as has been done by the Board of Apprenticeship Training (BOAT) , Western Region, Mumbai.</p>
11.	20.12.2016	<p>An order was passed by Hon’ble CAT on 20.12.2016, on an <b>UNDERTAKING</b> by the Institute Advocate, Mr. Rajasekhar Mantha (as he then was) that NIT, Durgapur will pay the salary after absorption to all the three erstwhile NTMIS employees from their OWN FUND. Brig. A.S. Nijjar, Ex-Registrar &amp; Secretary, Board of Governors, NIT, Durgapur has informed the Board (Agenda Item # 44.17 (A) of 44<sup>th</sup> BOG meeting ) that the three employees of the erstwhile NTMIS Nodal Centre NIT Durgapur <b><u>have been absorbed as staff members of NIT Durgapur with effect from 1<sup>st</sup> April 2013</u></b> (which is a false statement as per record) under New pension Scheme. Board of Governors in its 44<sup>th</sup> meeting has decided to prefer an appeal against the order of the Tribunal.</p>
12.	19.01.2017	<p>An agenda was placed before 44<sup>th</sup> meeting of Board of Governors (BoG) held on 19th Jan 2017 vide item # 44.17A containing the matter of absorption of the erstwhile employees of NTMIS. Resolution taken by the BoG thereon is reproduced hereunder-</p> <p>“The Board recommended that the Institute should appeal against the Court verdict”.</p>



13.	13.02.2017	Mr. Rajasekhar Mantha legal counsel of NIT Durgapur (as he then was) gave the opinion, inter – alia that there was no scope for preferring of appeal against an order of withdrawal of an application.
14.	29.05.2017	Brig. A.S. Nijjar, Ex-Registrar of NIT Durgapur wrote a letter to Mr. K Rajan, Under Secretary, GOI, MHRD informing about this matter and for suitable decision/order.
15.	12.06.2017	Copy of contempt petition served on client on 12.06.2017 clients i.e. a. Prof. Jyoti Prokash Sarkar, Ex-Project Officer , NTMIS b. Mr. Amardeep Singh Nijjar, Ex-Registrar of NIT Durgapur c. Prof. Asoke De, Ex-Director of NIT Durgapur.
16.	05.07.2017	Brig. A.S. Nijjar, Ex-Registrar of NIT Durgapur wrote a letter to Sanjeev Kumar Sharma, Director (NITs) MHRD informing status of the case and views of the Institutes Legal counsel.
17.	11.08.2017	A letter received from Mr. K. Rajan, Under Secretary GOI, MHRD on 11.08.2017, with disagreement to the opinion given by the Institutes Legal counsel Mr. Mantha (as he then was) and advised the Institute to consult Hon. Additional Solicitor General, at High Court of Calcutta and place the above fact before him to obtain legal advice in this regard. He also pointed out “The Institute may pray before the CAT that they are ready to re-deploy the employees but only after adopting the due procedure as ordered by the Hon’ble Supreme Court in Uma Devi and Ors vs State of Karnataka and Ors”.
18.	21.08.2017	Show cause notice was issued by CAT on 21.08.2017 re-contempt.
19.	31.11.2017	Tribunal sent a fresh notice on 30.11.2017 and fixed the next date on 16.01.2018 requiring personal appearance of two respondents i.e a) Brig. Amardeep Singh Nijjar, Ex-Registrar, NIT Durgapur b) Prof. (Dr.) Asok De, Ex-Director(I/C), NIT Durgapur





20.	27.02.2018	<p>Affidavits for recalling the CAT order (dated 20/12/16) was filed on 27.02.2018 , on the advice of Ld. Additional Solicitor General of Calcutta High Court. Hon'ble CAT, Calcutta Bench has refused to accept the applications for recalling the CAT order and the decision of Hon'ble CAT remained unaltered.</p> <p><b>Note : Hon'ble Judge , Central Administrative Tribunal, Calcutta Bench has mentioned two points :</b></p> <p>(a) <b>Brig. A.S. Nijjar, Ex-Registrar &amp; Secretary, Board of Governors, NIT, Durgapur has informed the Board ( Agenda Item # 44.17 (A) of 44<sup>th</sup> BOG meeting ) that the three employees of the erstwhile NTMIS Nodal Centre NIT Durgapur have been absorbed as staff members of NIT Durgapur with effect from 1<sup>st</sup> April 2013 under New pension Scheme.</b></p> <p>(b) <b>Before the Tribunal, Institute Advocate, Mr. Rajasekhar Mantha (as he then was) has given the undertaking that NIT, Durgapur will pay the salary after absorption to all the three erstwhile NTMIS employees from their own fund.</b></p> <p>Next date has been given by Hon'ble CAT on 19.03.2017 for complying the order passed by Hon'ble CAT on 20.12.2016.</p>
21.	09.03.2018	<p>An agenda was placed before 49<sup>th</sup> meeting of Board of Governors (BoG) held on 09<sup>th</sup> Mar 2018 vide item # 49.05 regarding consideration of the summary report of NTMIS case. Resolution taken by the BoG thereon is reproduced hereunder-</p> <p>The details of the case filed by the NTMIS employees and the status including the CAT order of compliance by 19<sup>th</sup> March, was discussed. It was resolved that an appeal should be preferred before the Hon'ble High Court at Calcutta, Division Bench, If possible,( in view of the ensuring cease work at the Hon'ble High Court at Calcutta) forthwith to obtain stay order on CAT verdict dated 20.12.2016. The Additional Solicitor General at Calcutta High Court should be consulted.</p>



22.	10.03.2018	On the advice of Ld. Additional Solicitor General (In view of ensuing cease work at Hon'ble Calcutta High court and keeping in mind the next date of hearing at Hon'ble CAT 19.03.2018) an SLP was filed on behalf of the NIT Durgapur challenging the CAT order dated 27.02.2018.
23.	19.03.2018	Hon'ble Justices of CAT of Kolkata, Vishnu Chandra Gupta & Jaya Das Gupta has directed the REGISTRY of CAT Calcutta Bench to send the above mentioned case to the Principal Bench for placing the matter before the Hon'ble Chairman, CAT so that a Special Bench Can be constituted to take up and decide M.A. No.171/2018 & M.A. No.172/2018 regarding recalling application filed by NIT Durgapur.
24.	09.04.2018	After hearing the submission made by Senior Counsel, the Hon'ble Supreme Court directed that the Order dated 27.02.2018 would not be given effect to till the time application for recall of order dated 20.12.2016 filled before Hon'ble CAT, Calcutta Bench by the NIT Durgapur is decided by the Ld.CAT Calcutta Bench.

Placed before the Board of Governors for consideration.



# ANNEXURE - XVI

F. No. 15-7/2017-TC  
Government of India  
Ministry of Human Resource Development  
Department of Higher Education  
Technical Coordination

\*\*\*\*

New Delhi, Dated: 14<sup>th</sup> June, 2018

To,  
The Directors,  
All Centrally Funded Technical Institutions.

**Subject: Revision of pension/family pension of pre-01.01.2016 and post-01.01.2016 retired faculty and non-faculty of Centrally Funded Technical Institutions- regarding.**

Sir,

I am directed to convey the approval of the Government of India to revise pension/family pension of pre-01.01.2016 and post-01.01.2016 faculty and non-faculty pensioners /family pensioners of CFTIs, as per Department of Pension and Pensioners' Welfare OM No. 38/37/2016-P&PW(A)(i)/(ii), dated 04.08.2016 and OM No. 38/37/2016-P&PW(A) dated 12.05.2017 & 06.07.2017, as amended from time to time.

2. The DoP&PW (as per aforesaid OMs) has provided for following manner of revision of pension/family pension:

**As per 2<sup>nd</sup> formulation (recommended by 7<sup>th</sup> CPC), vide para -4.1 of OM dated 04.08.2016, as follows:**

For existing pensioners, who have retired before 01.01.2016 the revised pension/family pension with effect from 01.01.2016 shall be determined by multiplying the existing pension/family pension, as had been fixed at the time of implementation of 6<sup>th</sup> CPC recommendations, by 2.57. The amount of revised pension/family pension so arrived at shall be rounded off to next higher rupee.

OR

**As per 1<sup>st</sup> formulation (recommended by 7<sup>th</sup> CPC), vide para-4 of OM dated 12.05.2017, as follows:**

The pension/family pension w.e.f. 01.01.2016 may be revised by notionally fixing the pay of pensioners in the pay matrix recommended by the 7<sup>th</sup> CPC in the level corresponding to the pay in the pay scale/pay band and grade pay at which pensioners retired/died. This will be done by notional pay fixation under each intervening Pay Commission based on the formula for revision of pay. While fixing pay on notional basis, the pay fixation formulae approved by the Government and other relevant instructions on the subject in force at the relevant time shall be strictly followed. Then:

*Alm*



- 50% of the notional pay as on 01.01.2016 shall be the revised pension and 30% of this notional pay shall be the revised family pension w.e.f. 01.01.2016; and
- for family pensioners who were entitled to family pension at enhanced rate, the revised family pension shall be 50% of the notional pay as on 01.01.2016. This shall be payable till the period up to which family pension at enhanced rate is admissible as per rules. The amount of revised pension/family pension so arrived at shall be rounded off to next higher rupee.

All CFTIs may, accordingly, workout pension on the lines of concordance tables prepared by the DoP&PW vide OM dated 06.07.2017 as amended from time to time.

3. The DoP&PW's OM dated 12.05.2017 vide para-5, further maintains that higher of the two formulations i.e. the pension/family pension already revised in accordance with the OM dated 04.08.2016 or the revised pension/family pension as worked out in accordance with para 4 of OM dated 12.05.2017, shall be granted to pre-01.01.2016 pensioners as revised pension/family pension w.e.f. 01.01.2016.
4. Accordingly, all the CFTIs are requested to workout the pension/family pension of pre-01.01.2016 faculty and non-faculty pensioners/family pensioners of CFTIs, as per the formulations discussed above read with other principles enunciated in DoP&PW's OMs of dated 12.05.2017 & 06.07.2017 and subsequent OMs dated 18.07.2017 & 13.09.2017.
5. In case of those employees who retired/died before 01.01.1986, the pension may be worked out on the lines of concordance tables given in Department of Pension and Pensioner's Welfare OM No. 38/37/2016-P&PW(A), dated 06.07.2017 based on their notional pay as on 01.01.1986, which was fixed in accordance with DoP&PW's OM No. 45/86/97-P&PW(D)(iii), dated 10.02.1998.
6. The revision of pension and pensionary benefits such as gratuity, etc. to those pensioners who retired on or after 01.01.2016 shall be done as per Department of Pension and Pensioners' Welfare OM No. 38/37/2016-P&PW(A)(i), dated 04.08.2016. The revision of pension and pensionary benefits such as gratuity etc. are to be made applicable to only those who are covered with the schemes which are in accordance with the similar schemes for Central Government employees.
7. **This order is applicable in only those cases where such pension schemes have already been adopted with prior approval of Government of India/Ministry of Human Resource Development (MHRD), as amended from time to time.**
8. In case any institute has revised pension in a manner different from the above formulations, the same may have to be reworked by the concerned institute and necessary adjustments are to be made.

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9. Any excess payment made on account of incorrect fixation of pension or any other excess payment made shall be adjusted/recovered against the future payments due or otherwise to the beneficiary.
10. This issues with the approval of IFD at note 18 dated 12.06.2018.
11. Hindi version will follow.

*Malathi Narayanan*

(Malathi Narayanan)

Deputy Secretary to the Govt. of India

Copy to:

1. Principal Secretary to Prime Minister, South Block, Central Secretariat, New Delhi
2. Secretary (Coordination), Cabinet Secretariat, Rashtrapati Bhavan, 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 Bhavan, New Delhi
6. Secretary, Ministry of Health and Family Welfare (Medical Education), Nirman Bhavan, New Delhi
7. Chairman, All India Council for Technical Education, New Delhi
8. Secretary, University Grants Commission, New Delhi
9. Chief Secretaries of all State Governments
10. Web Master, Ministry of Human Resource Development for publication on the website of the Ministry, hosted by the National Informatics Centre

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