



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR


No. MS/B-1(199)/2020/3142
Dated: January 12, 2021

M E M O

The undersigned is directed to convey that on the recommendation of the Finance Committee at its 125th meeting held on 08.12.2020, the Board of Governors at its 199th meeting held on 08.12.2020 recorded with approval the following:

1. Special cash package equivalent in lieu of Leave Travel Concession Fare for Central Government Employees.
2. Annual Accounts for the financial year 2019-20.

This is for information and necessary action please.


Registrar &
Secretary, BOG

To

1. Joint Registrar (Finance and Accounts)
2. Deputy Registrar (Accounts)
3. Deputy Registrar (Establishment)
4. Assistant Registrar (Establishment)
5. Assistant Registrar (Audit)

Copy to:

1. Secretary to Director
 2. Secretary, Deputy Director's Office
 3. Secretary, Registrar's Office
 4. Web Notice Board
- BoG: 199-4 & FC:125-5



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INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR


No. MS/B-1(199)/2020/3143
Dated: January 12, 2021

M E M O

The undersigned is directed to convey that on the recommendation of the Finance Committee at its 125th meeting held on 08.12.2020, the Board of Governors at its 199th meeting held on 08.12.2020 recorded with approval the Reporting Matters C.1.01 to C.1.02. Further, the Board directed that contractual security personnel intend to avail Institute medical facility will have to deposit their ECHS Cards to the Institute authority otherwise Institute medical facility will not be extended to them. Details are given in the **Annex**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. Joint Registrar (Finance and Accounts)
2. Deputy Registrar (Accounts)
3. Deputy Registrar (Establishment)
4. Assistant Registrar (Establishment)
5. Assistant Registrar (Audit)

Copy to:

1. Secretary to Director
 2. Secretary, Deputy Director's Office
 3. Secretary, Registrar's Office
 4. Web Notice Board
- BoG: 199-4 & FC:125-7



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-1(199)/2020/3144

Dated: January 12, 2021

M E M O

The undersigned is directed to convey that the Board of Governors at its 199th meeting held on 08.12.2020 approved the First year UG curriculum to implement for the students admitted in the academic year 2020-21. Details are given in the **Annex**.

This is for information and necessary action please.

Encl: As stated

Registrar &
Secretary, BOG

To

1. All Deans
2. All Heads of the Department/Centre/School/ Academy
3. Joint Registrar (Academic)

Copy to:

1. Secretary to Director
 2. Secretary, Deputy Director's Office
 3. Secretary, Registrar's Office
 4. Web Notice Board
- BoG: 199-5



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INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR


No. MS/B-1(199)/2020/3145

Dated: January 12, 2021

M E M O

The undersigned is directed to convey that the Board of Governors at its 199th meeting held on 08.12.2020 nominated Smt. Sudha N. Murty and Prof. Rintu Banerjee for the Advisory Council of the Vinod Gupta School of Management for the period of three years with effect from taking over of acceptance of the incumbents.

This is for information and necessary action please.


Registrar &
Secretary, BOG

To

1. Registrar
2. Dean, Vinod Gupta School of Management
3. Assistant Registrar (Establishment-I)

Copy to:

1. Secretary to Director
 2. Secretary, Deputy Director's Office
 3. Secretary, Registrar's Office
 4. Web Notice Board
- BoG: 199-7



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR


No. MS/B-1(199)/2020/3146

Dated: January 12, 2021

M E M O

The undersigned is directed to convey that the Board of Governors at its 199th meeting held on 08.12.2020 nominated Smt. Arundhati Bhattacharya and Prof. N. Balakrishnan for the Advisory Council of the Rajiv Gandhi School of Intellectual Property Law for the period of three years with effect from taking over acceptance of the incumbents.

This is for information and necessary action please.


Registrar &
Secretary, BOG

To

1. Registrar
2. Dean, Rajiv Gandhi School of Intellectual Property Law
3. Assistant Registrar (Establishment-I)

Copy to:

1. Secretary to Director
 2. Secretary, Deputy Director's Office
 3. Secretary, Registrar's Office
 4. Web Notice Board
- BoG: 199-8



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INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-1(199)/2020/3147

Dated: January 12, 2021

M E M O

The undersigned is directed to convey that the Board of Governors at its 199th meeting held on 08.12.2020 approved the proposal on the review of the Cadre Structure as well as the sanctioned strength for Non-Teaching employees of Group A, B, C categories of the Institute. Details are given in the **Annex**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. Deputy Director
2. Registrar
3. Deputy Registrar (Establishment-III)

Copy to:

1. Secretary to Director
 2. Secretary, Deputy Director's Office
 3. Secretary, Registrar's Office
 4. Web Notice Board
- BoG: 199-9



No.23-3/08-IFD
Government of India

Ministry of Human Resource Development
Department of Higher Education
(Integrated Finance Division)

New Delhi, dated the 8th May, 2008

To

All the Centrally funded Technical Institutes

Subject: Checklist for processing cases relating to creation of posts.

The undersigned is directed to say that there is presently a ban on creation of new posts till further orders. Accordingly, all proposals for creation of posts require the approval of Ministry of Finance. However, powers for creation of Faculty and Non-Faculty posts in the centrally funded technical, management and scientific academic institutions like IITs, IIITs, IISc., NITs, IISERs, IIMs, NITIE, SPA, ISM, NITTR etc. have since been delegated to this Ministry subject to certain approved norms.

2. These norms, insofar as they relate creation of Faculty Posts specify:

(a) a Faculty/Student ratio of 1:10 for IITs, IIMs, IISc, IISERs, NITIE, with flexible cadre structure

(b) Faculty/Student ratio of 1:10 for SPAs with inter-se faculty ratio of 1:2:4 (Professors:Readers:Lecturers) and

(c) Faculty/Student ratio of 1:12 for NITs, ISM, IIITs and other centrally funded technical institutions with inter-se faculty ratio of 1:2:4.

3. In respect of Non-Faculty posts, the norms specify a Faculty/Non-Faculty ratio of 1:1.1 for all institutions.

4. It has been observed that proposals received in this Ministry from various Institutions for creation of posts under the delegated powers very often are not accompanied by the required information which give rise to back references and delays.

5. To obviate such a situation, a comprehensive checklist has been devised taking into account the latest extant orders on the subject. It is requested that all proposals for creation of posts may be

accompanied by information as sought for in the checklist (copy enclosed). The proposals may also invariably contain the approval of the Finance Committee / Governing Board.

6. This issues with the approval of FA(HRD).

S. Mohan
(S. Mohan)
Director (Finance)
Tele:23389247

- Copy to:
1. JS(T)
 2. JS(HE) in continuation of JS & FA's noted dated 7-5-2008 for appropriate action in respect of central universities.
 3. All Divisional Heads (Tech.). The above may be followed in respect of proposals involving creation of posts for newly created institutions also.
 2. Sr.PPS to Secretary (HE)
 3. PS to FA (HRD)
 4. IFD

Check-list of information / details to be furnished with cases for creation of posts

The Post

1. Name and designation of the post
2. Pay scale of the post
3. Teaching/Scientific/technical or administrative nature of the post
4. Functional justification (for each of the category separately)
5. How were the functions of the post being managed in the absence of its creation
6. Duties and responsibilities of the post (job description for each position)
7. Financial implications for creation of the post

The Organisation

1. Detailed sanctioned strength (category-wise) with pay scales
2. Detailed actual strength (category-wise)
3. Details of vacancies date-wise
4. Details of posts abolished in the last five years under various categories like (a) deemed abolition (b) 10% cut (c) SIU/IWSU study (d) ERC recommendations (e) DOPT OM dated 16-5-2001 on optimization of direct recruitment to civilian posts and (f) any other reasons such as periodic reviews, winding up etc.
5. Possibilities of re-deployment / outsourcing / hiring out of services.
6. Matching savings (with specific posts, which are to be surrendered)
7. Additional information, specific to this proposal, if any
8. Total number of student strength – approved and actual intake course-wise (proposed student strength and intake during next 3 years; if available)
9. Approval and actual recommendations of FC/Board.



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Recommendation of the Committee to review the Cadre Structure as well as the sanctioned strength for Non - Teaching employees of Group A, B and C category

A committee was constituted by the Director to review the cadre structure as well as the sanctioned strength in each cadre for Non -Teaching employees of Group A, B and C category. The constitution of Committee is as under :

- | | | |
|--|---|----------|
| 1. Prof. S.K.Bhattacharyya, Deputy Director | - | Chairman |
| 2. Prof. B.N.Singh, Dean, HR& Registrar | - | Member |
| 3. Prof. Biswajit Mahanty, Department of ISE | - | Member |
| 4. Prof. Suman Chakraborty, Dean (SRIC) | - | Member |
| 5. Shri Pratap C Das, Deputy Registrar (E-III) | - | Convenor |

The Committee met on 26.08.2020 & went through the existing cadre structure as well as Recruitment & Promotion Rules (R&PR) for non - teaching employees of the institute as approved by Board of Governors, IIT Kharagpur from time to time.

The Board of Governors, IIT Kharagpur at its 182nd meeting held on 03.06.2016 approved the revised cadre structure for non - teaching staff as per the student & staff ratio 10:1.1 as conveyed vide Order No. MS/B-1 (182)/2016/2804 dated 02.08.2016. According to the MHRD guidelines conveyed vide its Letter No. 23-3/08-IFD dated 08.05.2008 the ratio of sanctioned students to non-teaching staff shall be maintained at 10:1.1. Keeping this order in view, the dynamic sanctioned strength of non-teaching staff was calculated as 1232 based on the total number of student strength of 11200 as on 01.09.2015.

Subsequently, BoG at its 184th meeting held on 19.12.2016 and 186th meeting held on 24.06.2017 approved the Recruitment & Promotion Rules (R&PR) for Group – A as well as Group B, C and erstwhile D posts.

The existing cadre structure projected an incremental growth in the number of staff which commensurate the increasing number of students as per the predefined ratio of MHRD. Thus, the number of student was estimated to be 13600 as on 01.09.2020 and the non-teaching staff as 1496.

Considering the present student strength of 13000 (approx.) as on 1.9.2020 the dynamic sanctioned strength of the non-teaching staff to be increased to 1430 maintaining the MHRD ratio of students & staff as 10:1.1.

Present cadre wise Non-Teaching Staff Strength (Group A, B, C and erstwhile Group D) according to sanctioned strength is Annexed at (Annex-I).

In order to distribute the non-teaching staff members into different category it was decided that the total strength of Group A non-teaching staff in administration, technical, sports, library etc. should be 12.5% and the remaining 87.5% be divided equally into technical and non-technical posts. Thus the total sanctioned posts in Group A cadre was kept 154 including Technical, Ministerial, Medical, Library, Sports & others. Rest 1078 (1232-154) number of posts were distributed in Group B, C & erstwhile Group D cadres. There is a need of more technical manpower due to formation of new Centres of Excellence, Research facilities, Laboratories day by day. It is necessary to increase the ratio of manpower in technical posts.

The committee felt that the additional posts so created due to increase of students strength may be distributed as per ratio of 60:40 into technical and non-technical posts.

While considering the review of cadre structure as per the functional requirement of each cadre after detailed deliberations the committee observed the following:

1. As per the GoI guidelines, the policy of recruitment in Group D cadre has been done away with. The earlier committee was of the notion that the existing staff members of Group D cadre which comprised of 15% of the non - technical staff would be phased out gradually in the manner of superannuation and promotion to the higher post and the services of these people will be managed by engaging people from outside through outsource mode. However, it was felt that as per requirement some Multi Tasking staff especially in technical cadres having ITI qualifications or equivalent may be recruited.
2. With the appearance of Out sourced Pharmacy at BCRT Hospital, the post of Pharmacist has lost its significance in the institute. Similarly, post like Sanitary Inspector etc. should be rubbed out from the cadre structure as the responsibility of cleaning and sanitation has been shouldered by the outsourced manpower.
3. Assuming the upliftment from the lower post, the earlier committee proposed creation of few floating posts in the same cadre like Assistant Caretaker, Hindi Officer etc. in the manner that the lower posts will be exhausted as soon as the incumbents rise to the next ladder and no future recruitment will take place for these posts. So, these posts need no longer be existed.
4. Due to creation of Centre of Excellence, Research Facilities, Laboratories the committee felt to introduce a new cadre of Junior Technical Officer in Group B Cadre with academic qualification of B. Tech in the relevant disciplines/M. Sc in Physics and Mathematics with atleast one year relevant experience to manage and run the very costly/sophisticated equipment of the laboratories/workshops and also a promotional ladder.
5. Several Schools/Centres/Units are coming up day by day as policy of the institute to disseminate knowledge among the students in diverse fields. As such, the committee is in favour of recruiting some more Ministerial staff in the entry level post as Junior Assistant.
6. The committee felt the necessity of making provision of promotional path for the cadre of Medical Laboratory Technician (Radiology/Pathology/Physiotherapy).
7. In the initially formatted cadre structure there was no place of Technical Officer in Group A. Subsequently a cadre of Technical Officer/Senior Technical Officer Gr - II/Senior Technical Officer Gr. - I was created by reducing some posts of other cadre with similar pay level/grade pay. The committee felt to increase the number of posts in Technical Officer cadre in Group A to manage and run the very costly/sophisticated high end equipment of the laboratories/workshops of various departments/Centres/Centres of Excellence, Research facilities.
8. The committee decided to restore the exact number of various posts which were reduced from time to time due to creation of some new posts owing to functional requirement. The posts which were originally sanctioned need to be restored as indicated below:

Posts reduced	Pay Level	Post Created	Pay Level
Assistant Registrar (2 posts)	Pay Level-10	Technical Officer (04 Posts)	Pay Level-10
Software/System/Network engineer (02 Posts)			
Senior Executive Officer Grade-II (01 Post)	Pay Level-11	Senior Technical Officer Grade-II (02 posts)	Pay Level-11
Senior Medical Officer Grade-II (01 Post)			
Senior Law Officer Grade-I (01 Post)	Pay Level-12	Senior Technical Officer Grade-I (01 posts)	Pay Level-12

9. Six (6) posts of Administrative Officer on contractual term within the sanctioned strength of Group A was created for providing administrative support to the larger departments. The committee felt to transform their status into permanent nature and making provision for their promotional avenues.

10. The unique scheme of DACP (Dynamic Assured Career Progression) governed by the Ministry of Health & Family Welfare for Medical Practitioners is in operation in the institute. As it is a well - defined, popular scheme having ample scope of career advancement, the need of augmenting the number of Medical Officer in the higher level need not be insisted. The number may be increased at the entry level only.

Keeping in view the above, the committee proposed a revised cadre structure as well as the sanction strength incorporating the newly created posts alongwith the promotional hierarchy of that cadres. Out of 198 (1430-1232) number of posts which is increased due to increasing students strength may be distributed in various cadres in Group A, B & C as per appropriate proportion after adjustment of the newly created posts. Thereafter, the additional posts so created due to increase of students strength may be distributed as per ratio of 60:40 into technical and non-technical posts without disturbing the earlier sanctioned as approved by BoG.

Accordingly, the Committee proposed revised cadre structure as well revised sanctioned strength in each cadre for non-teaching employees in Group A, B & C cadre as Annexed.

It is also necessary to frame the Recruitment & Promotion Rules (R&PR) for the newly created cadres. The committee also proposed the Recruitment & Promotion Rules (R&PR) for the following posts keeping in view the existing rules for such equivalent posts as Annexed –III.

- (1) Senior Medical Laboratory Technician Gr. II
- (2) Senior Medical Laboratory Technician Gr.I
- (3) Senior Medical Laboratory Technician (SG)
- (4) Junior Technical Officer
- (5) Assistant Technical Officer
- (6) Revision of Recruitment Rules for the posts of Network Engineer (VC) and Senior Network Engineer (VC)

The recommendation of the Committee is placed before the Director for kind consideration.

(S. K. Bhattacharyya)

(B. N. Singh)

(B. Mahanty)

(Suman Chakraborty)

(Pratap C Das)



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REVISED CADRE STRUCTURE FOR NON-TEACHING GROUP "A" POSITIONS

Sl.	Designation	Pay Matrix	Pay Level	Present Sanctioned	Proposed Sanctioned	Post Increased	Remarks
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
1	Registrar	144200-218200	14	1	1	0	
2	Deputy Registrar	78800-209200	12	10	10	0	
3	Assistant Registrar	56100-177500	10	16	18	2	Restored
4	Librarian	144200-218200	14	1	1	0	
5	Deputy Librarian	78800-209200	12	3	3	0	
6	Assistant Librarian	67700-208700	11	6	6	0	
7	Chief Engineer	144200-218200	14	1	1	0	
8	Superintending Engineer (Civil)	123100-215900	13	1	1	0	
9	Superintending Engineer (Electrical/Mechanical)	123100-215900	13	1	1	0	
10	Senior Executive Engineer (Civil/Electrical/Tel/RAC/WW/SS/CWISS/HORT)/ Senior Architect(SG)	78800-209200	12	4	6	2	
11	Executive Engineer (Civil/Electrical/Tel/RAC/WW/SS/ CWISS/Hort)/ Senior Architect	67700-208700	11	6	6	0	
12	Engineer(Civil/Electrical/Tel/RAC/WW/SS/CWISS/Hort)/ Architect	56100-177500	10	16	16	0	
13	Chief System Manager	144200-218200	14	2	2	0	
14	Deputy Chief System Manager	139600-211300	13A2	3	3	0	
15	Principal Software/ System/Network Engineer	123100-215900	13	6	6	0	
16	Senior Software/System/ Network Engineer (Grade-I)	78800-209200	12	4	4	0	
17	Senior Software/System/Network Engineer (Grade-II)	67700-208700	11	8	9	1	1 post created for Sr. Network Engineer (VC)
18	Software/ System/ Network Engineer	56100-177500	10	14	16	2	Restored
19	Principal Medical Officer	131100-216600	13A	1	1	0	
20	Senior Medical Officer Grade-I	78800-209200	12	2	1	-1	1 Decreased
21	Senior Medical Officer Grade-II	67700-208700	11	1	3	2	1 Restored, 1 Proposed
22	Medical Officer	56100-177500	10	7	9	2	
23	Senior Sports Officer	67700-208700	11	2	2	0	
24	Sports Officer	67700-208700	11	4	4	0	
25	Senior Counsellor Grade-I	78800-209200	12	1	1	0	
26	Senior Counsellor Grade-II	67700-208700	11	2	2	0	



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REVISED CADRE STRUCTURE FOR NON-TEACHING GROUP "A" POSITIONS

Sl.	Designation	Pay Matrix	Pay Level	Present Sanctioned	Proposed Sanctioned	Post Increased	Remarks
27	Counsellor	56100-177500	10	4	4	0	
28	Senior Executive Officer Grade-I	78800-209200	12	1	2	1	
29	Senior Executive Officer Grade-II	67700-208700	11	1	2	1	Restored
30	Executive Officer	56100-177500	10	6	6	0	
31	Senior Law Officer Grade-I	78800-209200	12	0	1	1	Restored
32	Senior Law Officer Grade-II	67700-208700	11	1	1	0	
33	Law Officer	56100-177500	10	1	1	0	
34	Senior Security Officer	67700-208700	11	1	1	0	
35	Security Officer	56100-177500	10	2	2	0	
36	Senior Technical Officer Grade-I	78800-209200	12	1	2	1	
37	Senior Technical Officer Grade-II	67700-208700	11	2	4	2	
38	Technical Officer	56100-177500	10	4	12	8	
39	Senior Hindi Officer Grade-II	67700-208700	11	1	1	0	
40	Hindi Officer	56100-177500	10			0	
41	Administrative Officer	56100-177500	10	6	6	0	
42	Senior Scientific Officer	131400-204700	13A1	0	0	0	
43	Deputy Chief Counsellor	123100-215900	13	Floating Posts within the Cadre			
44	Deputy Chief Executive Officer	123100-215900	13				
45	Deputy Chief Law Officer	123100-215900	13				
46	Deputy Chief Security Officer	123100-215900	13				
47	Senior Security Officer Grade-I	78800-209200	12				
48	Senior Security Officer Grade-II	67700-208700	11				
49	Deputy Chief Technical Officer	123100-215900	13				
50	Deputy Chief Hindi Officer	123100-215900	13				
51	Senior Hindi Officer Grade-I	78800-209200	12				
TOTAL				154	178	24	

Posts increased = 24 (Technical = 16, Ministerial = 08)



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REVISED CADRE STRUCTURE FOR NON-TEACHING GROUP "B" AND "C" POSITIONS

Sl. No.	Name of the Posts	Category	Pay Matrix	Pay Level	Present Sanctioned	Proposed Sactioned	Posts increased
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
1	Junior Assistant	C	21700-69100	Level-3	65	90	25
2	Senior Assistant	C	29200-92300	Level-5	36	40	4
3	Junior Executive	B	35400-112400	Level-6	140	155	15
4	Executive	B	44900-142400	Level-7	60	68	8
5	Senior Executive	B	47600-151100	Level-8	30	35	5
6	Senior Executive Grade - I	B	53100-167800	Level-9	4	7	3
7	Junior Technician/Junior Laboratory Assistant	C	21700-69100	Level-3	140	155	15
8	Senior Technician/Senior Laboratory Assistant	C	29200-92300	Level-5	61	65	4
9	Junior Technical Superintendent	B	35400-112400	Level-6	102	115	13
10	Technical Superintendent	B	44900-142400	Level-7	62	68	6
11	Senior Technical Superintendent	B	47600-151100	Level-8	30	38	8
12	Senior Technical Superintendent Grade - I (Technical Officer)	B	53100-167800	Level-9	8	10	2
13	Junior Accounts Officer	B	35400-112400	Level-6	10	12	2
14	Accounts Officer	B	44900-142400	Level-7	5	6	1
15	Senior Accounts Officer	B	47600-151100	Level-8	2	3	1
16	Senior Accounts Officer Grade - I	B	53100-167800	Level-9	1	2	1
17	Driver Grade -II	C	21700-69100	Level-3	9	12	3
18	Driver Grade - I (Senior Driver)	C	29200-92300	Level-5	5	6	1
19	Senior Driver (Senior Driver Grade - II)	B	35400-112400	Level-6	3	4	1
20	Senior Driver Grade - I	B	44900-142400	Level-7	1	2	1
21	Senior Driver Grade - I (SG)	B	47600-151100	Level-8	1	1	
22	Junior Engineer / Junior Architect	B	35400-112400	Level-6	30	35	5
23	Assistant Engineer / Assistant Architect	B	44900-142400	Level-7	10	18	8
24	Senior Assistant Engineer / Senior Assistant Architect	B	47600-151100	Level-8	6	8	2
25	Senior Assistant Engineer Gr - I/ Senior Assistant Architect Grade - I	B	53100-167800	Level-9	3	4	1
26	Senior Library Information Assistant	B	35400-112400	Level-6	9	9	
27	Assistant Library Information Officer	B	44900-142400	Level-7	4	4	
28	Library Information Officer	B	47600-151100	Level-8	1	1	
29	Senior Library Information Officer	B	53100-167800	Level-9	1	1	
30	Physical Training Instructor	B	35400-112400	Level-6	12	14	2



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REVISED CADRE STRUCTURE FOR NON-TEACHING GROUP "B" AND "C" POSITIONS

Sl. No.	Name of the Posts	Category	Pay Matrix	Pay Level	Present Sanctioned	Proposed Sactioned	Posts Increased
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
31	Physical Training Instructor Grade - I	B	44900-142400	Level-7	5	6	1
32	Senior Physical Training Instructor	B	47600-151100	Level-8	2	3	1
33	Physical Training Officer	B	53100-167800	Level-9	1	1	
34	Staff Nurse	B	35400-112400	Level-6	15	20	5
35	Senior Staff Nurse	B	44900-142400	Level-7	6	10	4
36	Assistant Matron	B	47600-151100	Level-8	3	4	1
37	Matron	B	53100-167800	Level-9	1	2	1
38	Security Inspector	C	21700-69100	Level-3	8	10	2
39	Senior Security Inspector	C	29200-92300	Level-5	4	5	1
40	Assistant Security Officer Grade - II	B	35400-112400	Level-6	7	9	2
41	Assistant Security Officer Grade - I	B	44900-142400	Level-7	3	3	
42	Deputy Security Officer Grade - II	B	47600-151100	Level-8	1	1	
43	Deputy Security Officer Grade - I	B	53100-167800	Level-9	1	1	
44	Multi Tasking Staff (MTS)	C	18000-56900	Level-1	162	162	
45	Supervisor	C	29200-92300	Level-5	1	1	
46	Assistant Caretaker	B	35400-112400	Level-6	1	1	Post created earlier
47	Caretaker	B	44900-142400	Level-7			
48	Caretaker Grade-I	B	47600-151100	Level-8		0	
49	Senior Caretaker	B	53100-167800	Level-9		0	
50	Medical Laboratory Technician (Pathology/Radiology/Physiotherapy)	B	35400-112400	Level-6	6	7	1
51	Medical Laboratory Technician Grade-II (Pathology/Radiology/Physiotherapy)	B	44900-142400	Level-7		4	4
52	Medical Laboratory Technician Grade-I (Pathology/Radiology/Physiotherapy)	B	47600-151100	Level-8		1	1
53	Senior Medical Laboratory Technician (SG) (Pathology/Radiology/Physiotherapy)	B	53100-167800	Level-9		1	1
54	Junior Technical Officer	B	35400-112400	Level-6		10	10
55	Assistant Technical Officer	B	44900-142400	Level-7		2	2
TOTAL					1078	1252	174

Total Posts increased : 174 (Technical = 104, Ministerial = 70)



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR


No. MS/B-1(199)/2020/3148
Dated: January 12, 2021

M E M O

The undersigned is directed to convey that the Board of Governors at its 199th meeting held on 08.12.2020 approved the proposal of Setting up a Centre of Excellence for Indian Knowledge System (IKS) at IIT Kharagpur. However, Board directed to prepare a comprehensive and substantive project report (DPR) before initiation of fund raising process to make the centre self-sustainable financially. The Board also advised that the centre should create something unique commensurate with Technology level of IIT Kharagpur. The Board appreciated the presentation made by Prof. Joy Sen and Prof Somesh Kumar. Details are given in the **Annex**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To
The Director

Copy to :

1. All Deans
 2. All Heads of the Department/Centre/School/ Academy
 3. Secretary to Director
 4. Secretary, Deputy Director's Office
 5. Secretary, Registrar's Office
 6. Web Notice Board
- BoG: 199-10



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR


No. MS/B-1(199)/2020/3150

Dated: January 12, 2021

M E M O

The undersigned is directed to convey that the Board of Governors at its 199th meeting held on 08.12.2020 approved the Annual Report for the year 2019-2020 and the Annual Accounts for the year 2019 - 2020 to place before C & AG for their certification and for placing Annual Report and Annual Accounts for 2019 - 2020 before the both the Houses of Parliament.

This is for information and necessary action please.


Registrar &
Secretary, BOG

To

1. Registrar
2. Deputy Registrar (Accounts)
3. Joint Registrar (Finance & Accounts)
4. Assistant Registrar (Audit)

Copy to :

1. Deputy Registrar (E-III)
 2. Deputy Registrar (E-II)
 3. Assistant Registrar (E-I)
 4. Secretary to Director
 5. Secretary, Deputy Director's Office
 6. Secretary, Registrar's Office
 7. Web Notice Board
- BoG: 199-14



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-1(199)/2020/3151

Dated: January 12, 2021

M E M O


The undersigned is directed to convey that the Board of Governors at its 199th meeting held on 08.12.2020 noted the following reporting matters:

- i. 66th Annual Convocation of the Institute:
- ii. Online Classes for Spring Semester 2020-2021.
- iii. Holiday List 2021

Details are given in the **Annex**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. All Deans
2. All Heads of the Department/Centre/School/ Academy
3. Prof. V R Desai, Professor-in-Charge, 66th Convocation
4. Joint Registrar (Academic)
5. Assistant Registrar, (Establishment-I)

Copy to :

1. Secretary to Director
2. Secretary, Deputy Director's Office
3. Secretary, Registrar's Office
4. Web Notice Board

BoG: 199-15



भारतीयप्रौद्योगिकीसंस्थानखड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-1(199)/2020/3152
Dated: January 12, 2021

M E M O

The undersigned is directed to convey that the Board of Governors at its 199th meeting held on 08.12.2020 approved the change of name of newly built Hospital in the Institute as "Dr. Syama Prasad Mookerjee Institute of Medical Sciences & Research", instead of "Dr. B C Roy Institute of Medical Sciences & Research".

This is for information and necessary action please.


Registrar &
Secretary, BOG

To

1. Director
2. Deputy Director

Copy to :

1. All Deans
 2. All Heads of the Department/Centre/School
 3. Secretary to Director
 4. Secretary, Deputy Director's Office
 5. Secretary, Registrar's Office
 6. Web Notice Board
- BoG: 199-13



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR


No. MS/B-1(199)/2020/3153
Dated: January 12, 2021

M E M O

The undersigned is directed to convey that the Board of Governors at its 199th meeting held on 08.12.2020 noted for approval of the Memoranda of Understanding (MoU)/ Agreements signed by the Institute except the Agreement mentioned in Sl. No.-1, made with Dept. of Information Technology, Electronics and Communication (IT, E&C), Govt. of Telangana ("GoTS") as detailed in the **Annex**.

This is for information and necessary action please.

Encl : As stated.


Registrar &
Secretary, BOG

To

1. Deputy Director
2. Dean (Alumni Affairs)
3. Dean (International Relations)

Copy to :

1. Secretary to Director
 2. Secretary, Deputy Director's Office
 3. Secretary, Registrar's Office
 4. Web Notice Board
- BoG: 199-16



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-1(199)/2020/3158

Dated: January 12, 2021

M E M O


The undersigned is directed to convey that the Board of Governors at its 199th meeting held on 08.12.2020 recorded with approval the following:

Other Matters for Reporting:

- A. Personnel Matters
- B. Administrative Matters
- C. SRIC Matters

This is for information and necessary action please.

Encl : As stated.


Registrar &
Secretary, BOG

To
Deputy Registrar, Establishment
Assistant Registrar, Establishment

Copy to :

- 1. Secretary to Director
 - 2. Secretary, Deputy Director's Office
 - 3. Secretary, Registrar's Office
 - 4. Web Notice Board
- BoG: 199-18




भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-1(199)/2020/3159
Dated: January 12, 2021

M E M O

The undersigned is directed to convey that the Board of Governors at its 199th meeting held on 08.12.2020 approved the campus signage through donations by private agencies. The ratio of signage and advertisement of the donor company should specify beforehand. The Board authorized the Director and Registrar to do the needful.

This is for information and necessary action please.


Registrar &
Secretary, BOG

To

1. Director
2. Registrar

Copy to :

1. Secretary to Director
 2. Secretary, Deputy Director's Office
 3. Secretary, Registrar's Office
 4. Web Notice Board
- BoG: 199-20 (Suppl.)



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR


No. MS/B-1(199)/2020/3160

Dated: January 12, 2021

M E M O

The undersigned is directed to convey that the Board of Governors at its 199th meeting held on 08.12.2020 approved the introduction of Industrial Trainees from the Institute of Cost Accountants of India and the Institute of Chartered Accounts of India in Finance & Accounts Section of the Institute. The Board authorized the Director to take necessary steps in this matter.

This is for information and necessary action please.


Registrar &
Secretary, BOG

To

The Director

Copy to :

1. Dean (Human Resource)
 2. Joint Registrar (Finance & Accounts)
 3. Deputy Registrar (Accounts)
 4. Secretary to Director
 5. Secretary, Deputy Director's Office
 6. Secretary, Registrar's Office
 7. Web Notice Board
- BoG: 199-21 (Suppl.)



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-1(199)/2020/3162
Dated: January 12, 2021

M E M O

The undersigned is directed to convey that the Board of Governors at its 199th meeting held on 08.12.2020 has decided to review the following:

“The outside activities of the faculty / staff members through consultancy by a committee constituted for the purpose.”

The committee will submit its report within a suitable time so that the rules of Sponsored Research and Industrial consultancy (SRIC) in totality can be placed in the next meeting of Board of Governors.

This is for information and necessary action please.


Registrar &
Secretary, BOG

To

1. Director
2. Deputy Director
3. Registrar

Copy to :

1. Secretary to Director
 2. Secretary, Deputy Director's Office
 3. Secretary, Registrar's Office
 4. Web Notice Board
- BoG: 199-6