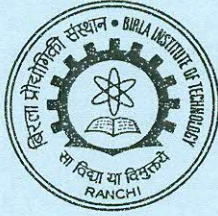


**BIRLA INSTITUTE OF TECHNOLOGY
MESRA , RANCHI**



**FORTY SIXTH MEETING OF
THE BOARD OF GOVERNORS OF
BIRLA INSTITUTE OF TECHNOLOGY,
MESRA, RANCHI**

MINUTES

Date: 24th December, 2012

Time: 02.00 P.M

Place : Birla Tower
25 Barakhamba Road
NEW DELHI – 110 001

BIRLA INSTITUTE OF TECHNOLOGY MESRA , RANCHI



FORTY SIXTH MEETING OF THE BOARD OF GOVERNORS OF BIRLA INSTITUTE OF TECHNOLOGY, MESRA, RANCHI

MINUTES

Date: 24th December, 2012

Time: 02.00 P.M

Place : Birla Tower
25 Barakhamba Road
NEW DELHI – 110 001

BIRLA INSTITUTE OF TECHNOLOGY, MESRA, RANCHI

MINUTES

FORTY SIXTH MEETING OF THE BOARD OF GOVERNORS

Held at 02.00 PM on 24th December, 2012 in the Board Room,
Birla Tower, New Delhi

MEMBERS PRESENT

Shri C.K. Birla	-	Chairman	
Shri Vinod Aggarwal, I.A.S.	-	Member	Addl. Chief Secretary Dept. of Science & Technology, Govt. of Jharkhand
Shri Surendra Singh	-	Member	Commissioner, South Chhotanagpur, Govt. of Jharkhand
Shri Dinesh Kumar Singh	-	Member	OSD, Govt of Jharkhand
Dr. Ajay Chakrabarty	-	Member	Vice Chancellor
Dr. D. Jairath	-	Member	Institute Faculty
Dr. Vijay Agarwal	-	Member	Institute Faculty
Shri D.N. Patodia	-	Member	Nominee of General Council
Dr. P. Ghosh	-	Member	Nominee of General Council

Shri S. S. Jajodia, Treasurer attended the meeting.

Shri P. C. Agarwala also attended the meeting.

The following members could not attend the meeting :

Shri R.D. Sahay	-	Member	Nominee of Ministry of Human Resource Dev. Govt. of India
Dr. (Mrs.) Renu Batra	-	Member	Nominee of UGC
Dr. Pradipta Banerjee	-	Member	Nominee of AICTE
Shri Rohit Saboo	-	Member	Nominee of HCT
Shri M L. Pachisia	-	Member	Nominee of HCT

46.01 CONFIRMATION :

The Minutes of the Forty Fifth meeting of the Board of Governors of the Institute was confirmed.

46.02 ACTION- TAKEN REPORT ON DECISIONS OF THE LAST MEETING:

The follow-up actions taken on the decisions of the 45th meeting were presented before the Board as under -

- 45.14 Regarding the policy framework for retention of documents/records of the Institute, a Committee has been constituted and its report is awaited.
- 45.15 Regarding the Hostel Management Committee the matter is under consideration of opinion of Shri P C Agarwala.
- 45.22 Regarding the establishment of a Transformation Management Office (TMO), action is being initiated.
- 45.24 Programmes in Hospital Management are going to be offered from BIT Kolkata Campus.
- 45.25 Discussions are underway with the officials of CMRI. Kolkata regarding offering of continuing education programmes in Health Sciences and Paramedical Sciences.
- 45.27 Regarding the discontinuation of Academic Programmes with fewer enrollments, the Technical Council is in process of reviewing various programmes.
- 45.S-5 Dr. D. Gunasekaran joined the Institute as Registrar and subsequently resigned and relieved on 13th October, 2012.
- 45.S-6 Dr. N. K. Kole joined the Institute as Principal Administrative Officer and subsequently carrying out the work of Registrar on additional charge. He resigned from the Institute on 22nd December 2012.
Mr. S. K. Upadhyay did not join as Principal Administrative Officer in BIT Patna Campus.

46.03 AWARD OF DEGREE/DIPLOMA

The Board considered and approved the Technical Council's recommendations for the award of Ph D Degree to the scholars as well as award of Degree/ Diploma to the students found eligible as per respective Rules and Regulations of the Institute.

Resolved that these scholars / students be admitted to the Degree / Diploma in various disciplines in the ensuing convocation

The details are as per Annexure - I.

46.04 INFORMATION ON STAFF MATTERS

Matter pertaining to Extensions/Renewal of contract, Contract Appointment, Re-employments, Resignation, Superannuation and Study Leave in respect of Staff were reported to and approved by the Board as per details as under :

(A) NEW APPOINTMENTS

Noted that with due approval of the competent authority, 65 new appointments on Contract / Temporary Appointments have been made during 2011-12 in accordance with Rules & Regulations of the Institute.

List enclosed as Annexure-II.

(B) RESIGNATIONS

Noted that 26 staff members have resigned during 2011-12 due to various reasons and have been relieved from services as per Institute rules.

List enclosed as Annexure -III.

(C) SUPERANNUATIONS

Noted that 14 staff members have retired from the Institute service on attaining the age of superannuation in accordance with Rules and Regulations of the Institute.

List enclosed as Annexure-IV.

(D) STUDY LEAVE / LIEN / DEPUTATION

Noted that 7 staff members have been granted Study Leave with pay and 15 staff members on Extra Ordinary Leave during the year 2011-12.

List enclosed as Annexure-V.

46.05 RESTRUCTURING ACADEMIC DEPARTMENTS AND RELATED IMPROVEMENTS

a) Renaming Of UG & PG Programmes in Engineering

The Board considered the proposal and approved the renaming of the UG & PG Engineering Programmes as B.Tech. & M.Tech. respectively.

b) Merging of some Academic Departments

The Board considered the proposal and decided that the Vice Chancellor may take decision in consultation with Dr. P. Ghosh, Nominee of GC, regarding merging of some academic departments.

c) Programme in Hotel Management and Catering Technology

The Board considered the proposal for Department of Hotel Management & Catering Technology. Board was of the view that as the programme is unable to attract sufficient enrollments, the exit option after 3-years may be implemented. It was opined that an expert committee should be appointed to find out options for effective utilization of infrastructure created for the Department.

d) Lateral Entry to BE and B.Pharm

The Board considered the proposal and opined that BIT may start lateral entry for B.Sc. and Diploma in Eng. pass-outs, against vacant seats at 2nd Year Degree Courses in Engineering and Diploma in Pharmacy to 2nd year Pharm course. Norms for such admissions should be proposed.

e) Rationalization of Tuition Fee

The Board considered the proposal for rationalization of fee structure of BIT Mesra *vis a vis* other Centres and opined that a Committee as would be constituted by the Technical Council should submit its recommendation regarding rationalization of fee structure for consideration in the next meeting of the Board.

The fees of M.Sc. courses to be reviewed and implemented taking into consideration the fees charged by the Institutes of similar repute so as to make the programmes more viable.

46.06 RATIFICATION OF DECISION REGARDING SOME CLARIFICATIONS ON LEAVE MATTERS

Based on the clarification provided in the letter of the Registrar dated 13-10-2012 (copy of the said letter is placed in Annexure).the Board agreed for the ratification.

[Annexure - VI]

46.07 APPOINTMENT OF DEANS

The nomination of 2 faculty members nomination as Deans; Prof. A K Sinha, Professor in Civil Engineering Department as Dean UG and Prof. Vinay Sharma, Professor of Production Eng. Department, as Dean (Students Welfare) with effect from January 02, 2013 was reported to the Board.

The Board noted the nominations.

46.08 NEW AND MODIFIED CODE OF CONDUCT IN RESPECT OF EMPLOYEES

The Board approved the modified 'Code of Conduct' and the same shall be applicable w.e.f. 24th December 2012. [Annexure - VII]

46.09 FACILITY FOR SOLAR HEATING SYSTEM

It was reported to the Board that Solar Water Heating Systems were to be installed in the Institute Hostels. The Board noted the same and during the deliberations it was suggested that the maintenance cost for the Solar Heating System should be estimated and in case the maintenance cost is found to be prohibitive, as was apprehended, the Institute should refrain from installation of any additional Solar Water Heating Systems.

46.10 BIT OFF-SHORE CAMPUS IN SRI LANKA

The Board has approved the BIT Offshore Campus in Srilanka as per terms and conditions of the MOU as has been signed with the Western College of Management & Technology, Sri Lanka on 16th August 2012.

[Annexure - VIII]

46.11 BACHELOR OF ENGINEERING IN BIOTECHNOLOGY AT BIT PATNA CAMPUS

After due deliberations on the matter, the Board approved the proposed introduction of BE (Biotechnology) Programme at BIT, Patna Campus with intake capacity of 60 seats from the academic year 2013-14.

46.12 RECOMMENDATION FOR FUND FOR DST-FIST PROJECTS

The Board approved 50% of the DST-FIST grant (Rs. 72.50 lacs for the Department of Applied Chemistry and Rs. 30.00 lacs for the Department of Pharmaceutical Sciences) out of the Institute budget. Purchase orders may, however, be placed on receipt of the Grant by the Institute.

46.13 The Board noted the admission status at BIT Mesra Campus and its Extension Campuses.

MINUTES ON SUPPLEMENTARY AGENDA ITEMS

46.S-1 The Board noted that the Memorandum of Association and Rules of the Birla Institute of Technology have been submitted to UGC on 30th August 2012 and certain clarifications have been sought with regard to their observations.

46.S-2 The Institute is maintaining financial records of last eight years including current year and the old records have not been preserved. The matter was reported and noted by the Board.

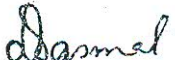
- 46.S-3 The Board noted the information regarding on-line fee collection using SBI I-connect facility and also opening of a savings account with UCO Bank (No. UCBA0000167).
- 46.S-4 Mrs. Archana Mukherje, Deputy Finance Officer, is acting as Finance Officer and her basic salary is fixed at Rs. 35,000/- with a GP of Rs. 7600/- w.e.f. 01.01.2013. The Board approved the same.
- 46.S-5 The Administration often receives applications from the relatives of deceased employees of BIT, for appointment on compassionate ground and BIT has no policy for such appointments. The Board deliberated on this matter and was of the opinion that in absence of such a policy, such appointments cannot be made. A policy framework, in tune with the SC judgment on this matter and in consideration of such practices, if any, in peer Institutions, may, however, be proposed at a later date.
- 46.S-6 The Board deliberated the matter of promotion of 2 faculty members Mrs. Aruna Jain and Sri Sandeep Dutta, both from the Department of IT, BIT, Mesra. After having perused the report of the Committee and detailed discussions, the Board approved the reverting of the concerned faculty to the earlier status and that the appointment letters issued to Mrs. Aruna Jain and Sri Sandeep Dutta as Professors should be revoked.
- 46.S-7 The Board considered the proposal for lateral entry of Diploma holders in the BE Programme offered by Off-shore Campuses as well as BIT Patna Campus and agreed for lateral entry as proposed. Norms governing such admission process should be made. Further any guidelines issued in the respective countries or the State Government of Bihar may be incorporated in the norms.
- 46.S-8 The Board approved the recommendation of the Executive Committee towards initiation of two new academic departments of (i) *Bio-technology* and (ii) *Remote Sensing at BITEC, Patna*. BIT shall provide suitable faculty for such initiation and also a detailed project report need to be submitted to the Bihar Government.
- 46.S-9 The Board approved an honorarium of Rs.5000/- per month to the Controller of Examinations as that being paid to the Deans.
- 46.S-10 The Board has approved the appointment Prof. A. K. Chatterjee, a Retired Professor of BIT, as an Adviser at the Patna Campus with a monthly compensation not exceeding Rs.75,000/- for a period of one year with effect from 2nd January, 2013. As well as the appointment of Prof. N. C. Mahanti, a Retired Professor of BIT, as an Adviser in the Centre of Excellence in Climatology at the main Campus with a monthly compensation not exceeding Rs.75,000/- for a period of one year with effect from 2nd January, 2013. All the expenses in this regard will be borne by the Institute from the budget of Centre of Excellence in Climatology. The Board also approved appointment of Prof. S. L. Maskara, a Retired Professor, at the BITEC, Kolkata as an Adviser with a monthly remuneration not exceeding Rs. 75,000/- total in cash or kind for a term of one year with effect from 2nd January, 2013.

46.S-11 The Board approved continuity of service of Ex-Additional Registrar, Col. R. K. Verma (Retd.) and for granting him special leave on 1st February 2012 as a special case.

46.14 The Chairman informed the Board members of the resignation letter tendered by Dr. Ajay Chakrabarty, Vice Chancellor BIT, on account of personal reasons. The Board accepted the same.

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

Date : 18th January 2013.


(Prof. D. Sasmal)
Actg.Registrar & Secretary,
Board of Governors
Birla Institute of Technology,
Mesra, Ranchi 835215

ANNEXURE- I

(Item No: 46.01)

**BIRLA INSTITUTE OF TECHNOLOGY
MESRA , RANCHI**



**FORTY FIFTH MEETING OF
THE BOARD OF GOVERNORS OF
BIRLA INSTITUTE OF TECHNOLOGY,
MESRA, RANCHI**

MINUTES

Date: 3rd JULY, 2012

Time: 2.00 P.M.

**Place : Birla Tower
25 Barakhamba Road
New Delhi – 110 001**

BIRLA INSTITUTE OF TECHNOLOGY, MESRA, RANCHI

MINUTES

FORTY FIFTH MEETING OF THE BOARD OF GOVERNORS

Held at 02.00 PM on 3rd July, 2012 in the Board Room,
Birla Tower, New Delhi

MEMBERS PRESENT

Shri C.K. Birla	-	Chairman	
Shri Vinod Aggarwal, I.A.S.	-	Member	Addl. Chief Secretary Dept. of Science & Technology, Govt. of Jharkhand
Shri A. K. Pandey, I. A. S.	-	Member	Nominee of the Chancellor
Shri Rohit Saboo	-	Member	Nominee of HCT
Dr. Ajay Chakrabarty	-	Member	Vice Chancellor
Dr. A.K. Chatterjee	-	Member	Institute Faculty
Dr. Vijay Agarwal	-	Member	Institute Faculty
Shri D.N. Patodia	-	Member	Nominee of General Council
Dr. P. Ghosh	-	Member	Nominee of General Council

Shri S. S. Jajodia, Treasurer, has also attended the meeting.

Shri P. C. Agarwala has kindly attended the meeting as a special invitee.

The following members could not attend the meeting :

Shri R.D. Sahay	-	Member	Nominee of Ministry of Human Resource Dev. Govt. of India
Dr. (Mrs.) Renu Batra	-	Member	Nominee of UGC
Dr. Pradipta Banerjee	-	Member	Nominee of AICTE
Shri B.K. Tripathy, IAS	-	Member	Principal Secretary Dept. of HRD, Govt. of Jharkhand
Shri Surendra Singh	-	Member	Commissioner, South Chhotanagpur, Govt. of Jharkhand

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45.01 CONFIRMATION :

The Minutes of the Forty Fourth meeting of the Board of Governors of the Institute was confirmed.

45.02 REPORT ON THE MINUTES OF THE LAST MEETING :

The follow-up actions taken on the minutes of the 44th meeting were presented before the Board as under -

- Item 44.09 MoA and Rules & Regulations of "Birla Institute of Technology Society" have been approved by the General Council of the Institute and has been submitted with the concerned authorities in the State of Jharkhand Government for registration.

MoA and Rules & Regulations of "Birla Institute of Technology", an institution Deemed to be University, have been approved by the Sub-Committee constituted in the last meeting and also approved by the Chairman. The same shall be submitted to the UGC.

- Item 44.10 The Board considered and approved the draft of fresh MoU for the next five years with the State Government of Jharkhand with effect from 01.04.2012 in respect of providing 50% seats for admission of students domiciled in Jharkhand in all UG/PG programmes being offered at BIT, Mesra. The State Govt. shall provide an amount equivalent to 50% DA/ADA and additional liability due to pay revision to the employees of the Institute as per terms of the MoU.

- Item 44.11 Sale of excess land in the premises of BIT Extension Centre, Lalpur is under process. Out of the excess land, an area of 19.23 kathas of land has already been sold. Negotiations are going on for sale of remaining excess land occupied by the tenants at a price fixed by the Government of Jharkhand.

- Item 44.12 Sale of 3.64 acres of land at Chakla is under process and an advance amount of Rs. 12.00 lakhs has been received.

- Item 44.15 Special Drive for Recruitment of SC/ST: The Institute has already issued advertisement for recruitment of SC/ST candidates in the category of Director/faculty, Registrar/Dy. Registrar/Asst. Registrar, Medical Officer, Counselors, Technical and Ministerial cadres.

Selection for the positions of Director and Medical Officer is over and the rest is under progress.

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- Item 44.16 Dr. Shiva Surya Narayan, Asst. Professor, and Mrs. Vijaya Lakshmi, Asst. Professor, have joined BITIC-RAK on EOL from BITEC Noida.
- Item 44.18 As approved by the BOG, the Institute has issued Office Order for amendment of Leave Rules. A female employee (confirmed) will be entitled for availing 180 days of Maternity Leave as per UGC Regulations.
- Item 44.19 The Institute has issued Office Order for amendment of Leave Rules for introduction of Sabbatical Leave. A faculty member of the Institute will be entitled to 04 months of sabbatical Leave (or part thereof) with full pay and allowances on completion of every six years continuous service for improving his/her academic standard.
- Item 44.20 The Institute has issued Office Order as amendment for encashment of Earned Leave. An eligible employee of the Institute on completion of a minimum period of five years uninterrupted service should be entitled for encashment of accumulated earned leave. The encashment of earned leave will be up to a maximum limit of 300 days on superannuation/resignation as per UGC guidelines. This order will be effective from 23rd January 2012.
- Item 44.21 As agreed by the BOG, payment of one installment towards arrears of 5th Pay revision has been made to the employees.
- Item 44.22 As agreed by the BOG, payment of one installment towards arrears of 6th Pay revision has already been made to the employees.
- Item 44.23 As approved by the BOG, an additional post of Dean (Administration & Campus Development) has been created and Dr. Gopal Pathak is designated in the said post to manage construction and other campus development activities at Mesra Campus and Extension Centres/Campuses keeping in view the Diamond Jubilee of the Institute in 2015.
- Item 44.24 As approved by the BOG, a post of In-charge (Administration and Campus Development) has been created.
- Item 44.25 Notification for appointment of faculty as Deans / HODs on rotational basis as per UGC (Institutions Deemed to be Universities) Regulation 2010 has been issued. The normal tenure of Deans/ HODs should not exceed three years. Further, they may be appointed initially for two years and the tenure may be extended for another year.
- Item 44.32 Individual modules for Admissions, Registration, Examination, HR, Fees, Payroll, Finance, Purchase, Bill Passing, Inventory, Training & Placement,

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Hostel & Mess etc. are completed and integration of the packages is in progress.

- Item 44.34 As approved by the BOG, PG examination in the Institute has already been decentralized to the respective Departments from SP 2012 initially for M.E., M.Tech., M. Pharm., MUP programmes.
- Item 44.43 Institute has issued Office Order to show answer scripts to the existing students within 15 days of declaration of results/grades. Any change in the grade is to be submitted by the respective teacher to the Dean through Head of the Department. The answer scripts will be preserved for another 18 months after the award of degree. However, for the students who are no longer in the roll and the students, who have already graduated and left the Institute, answer scripts for the candidates will be preserved for 36 months only.
- Item 44.46 To extend facilities for physically challenged students and staff members, the following decisions are taken for implementation :
- (i) Installation of two lifts in the Main Building
 - (ii) Installation of one lift in the R&D Building
 - (iii) Construction/renovation of 17 Nos. specially designed toilets has been initiated in different locations of Main Building, R&D building, Biotechnology, Pharmacy and one each in all the hostels for girls and boys.
- However, the Board opined that planning and designing for installation of lifts in the Institute Main Building and R&D Building as well as renovation/construction of toilets in different locations of the Institute Main Building, R&D Building, Biotechnology, Pharmacy and one each in the hostels for girls and boys, should be executed by the expert consultants to be appointed by the Institute.
- Item 44.52 The Institute has created a '*Centre for Positive Thinking*' as a nodal agency and initially the responsibility for celebration of 150th Birth Anniversary of Gurudev Rabindra Nath Tagore and Swami Vivekananda as well as Centenary of Geetanjali and Award of Nobel Prize to Gurudev Rabindra Nath Tagore was bestowed on it.

45.03 ACCOUNTS AND AUDIT REPORT FOR THE FINANCIAL YEAR 2011-12.

The Annual Accounts with Auditor's Report for the financial year 2011-12 were perused, recorded and recommended by the Board for approval of the General Council.

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45.04 BUDGET ESTIMATES FOR 2012-13 AND FINANCE COMMITTEE RECOMMENDATIONS

The Board noted the Budget for FY 2012-13 as approved by the Finance Committee. One of the members suggested to enhance the budgetary allocation for Library.

45.05 OPENING/OPERATION OF BANK ACCOUNT

The Board approved opening of new bank accounts, closing of accounts and changes in signatories of various Bank Accounts as per details enclosed as Annexure - I.

[Annexure-I]

45.06 OPENING A NEW BRANCH OF A SCHEDULED BANK IN THE CAMPUS

The Board considered the proposal and accorded approval for opening of a new branch of any one of State Bank of India or Bank of India at Mesra Campus on the basis of better services and network facility.

45.07 XXII CONVOCATION

The Board noted that the XXII Convocation was held on 3rd June, 2012 and Hon'ble Chancellor of the University, His Excellency, the Governor of Jharkhand, Dr. Syed Ahmed presided over the occasion. Shri R. Gopalakrishnan, Executive Director, Tata Sons Ltd., delivered the Convocation Address as the Chief Guest.

As per the resolutions of the 44th meeting of the Board of Governors, the following Degrees / Diplomas were conferred on the candidates during the XXII Convocation.

(A) <i>Ph. D. Degree</i>	-		66
(B) <i>Post-graduate Degrees / Diplomas</i>			
Master of Engineering	-	148	
Master of Pharmaceutical Sciences	-	62	
Master of Technology	-	70	
Master of Science	-	102	
Master of Business Administration	-	357	
Master of Computer Applications	-	291	
Executive Master of Business Administration		26	
Master of Animation Design	-	22	
(C) Post Graduate Diploma in Bio-Analytical Technique	-	2	1080

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(D) Under-graduate Degrees

Bachelor of Engineering	-	1135	
Bachelor of Pharmacy	-	39	
Bachelor of Architecture	-	39	
Bachelor of Business Administration	-	576	
Bachelor of Computer Application	-	454	
Bachelor of Hotel Management & Catering Technology	-	34	
Bachelor of Science (AMM, MLT, IT & Nautical)		177	
Bachelor of Technology (Civil, Electrical & Mech)		23	
Bachelor of Business Management		12	
Bachelor of Commerce		43	
Information Technology	-	42	
Food Processing Technology	-	6	2580

(E) Under-graduate Diplomas in Technology

Automobile	-	32	
Computer Science	-	30	
Electronics	-	45	
Manufacturing Technology	-	31	
Animation & Multimedia	-	1	139
		
	Grand Total		3865

As per recommendation of the Technical Council, the Board has agreed to celebrate the Convocation during September/October each year.

45.08 AWARD OF DEGREE/DIPLOMA

The Board considered and approved the Technical Council's recommendations for the award of Ph D Degree to the scholars as well as award of Degree/ Diploma to the students found eligible as per respective Rules and Regulations of the Institute.

Resolved that these scholars / students be admitted to the Degree / Diploma in various disciplines in the ensuing convocation

The details are as per Annexure - II.

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45.09 STAFF MATTERS

Matter pertaining to Extensions/Renewal of contract, Contract Appointment, Re-employments, Resignation, Superannuation and Study Leave in respect of Staff were reported to and approved by the Board as per details as under :

(A) EXTENSIONS :

Noted that with due approval of the competent authority the Contract Appointment of Staff members have been extended/renewed on existing terms and Pay-scales / Consolidated Salary.

List enclosed as Annexure - III.

(B) APPOINTMENTS ON CONTRACT

Noted that with due approval of the competent authority, a few Contract / Temporary Appointments have been made during 2011-12 in accordance with Rules & Regulations of the Institute.

List enclosed as Annexure-IV.

(C) RE-EMPLOYMENTS

Noted that with due approval of the competent authority, staff members have been re-employed during 2011-12 in accordance with Rules and Regulations of the Institute

List enclosed as Annexure - V.

(D) RESIGNATIONS

Noted that 33 staff members have resigned during 2011-12 due to various reasons and have been relieved from services as per Institute rules.

List enclosed as Annexure -VI.

(E) SUPERANNUATIONS

Noted that 13 staff members have retired from the Institute service on attaining the age of superannuation in accordance with Rules and Regulations of the Institute.

List enclosed as Annexure-VII.

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(F) STUDY LEAVE / LIEN / DEPUTATION

Noted that 11 staff members have been granted Study Leave with pay and 05 staff members on Extra Ordinary Leave during the year 2011-12.

List enclosed as Annexure-VIII.

45.10 RECRUITMENT OF FACULTY/STAFF

The Board, on the basis of recommendations of the appropriate Selection Committees, approved the appointments as per Annexure IX.

45.11 INTERNATIONAL CENTRE : BAHRAIN

The Board noted that the steps have already been taken to close down the International Centre at Bahrain by the end of December, 2012.

45.12 INTERNATIONAL CENTRE : RAS-AL-KHAIMAH

The Board noted that a MoU with CORE International Institute of Higher Education FZE (CIHE) has been executed on 27th February, 2012. The Board approved the same and noted that the BIT International Campus at Ras-Al-Khaimah will function as per terms and conditions of the MoU.

45.13 STATUS OF TEQIP-II

The Board was informed on the status of Technical Education Quality Improvement Programme (TEQIP) - Phase-II and the details of action taken by the Institute were noted. [Annexure-X]

45.14 RETENTION OF DOCUMENTS/RECORDS

The Board approved the proposal and directed to constitute a committee to frame the policy regarding retention of documents/records of the Institute. The recommendation of the committee should be placed before the Board for approval.

45.15 AN INDEPENDENT HOSTEL MAINTENANCE COMMITTEE (HMC) UNDER BIT SOCIETY

The Board considered the proposal and directed to submit the same to Shri P. C. Agarwala for his opinion and legal vetting on the issue.

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45.16 CAMPUS PLACEMENT

The Board noted with satisfaction the campus placements position of the Institute. Details are as per Annexure XI.

45.17 STUDENT ACTIVITY

The Board noted details of the students' mobility programmes as was presented in the meeting.

45.18 MASTER OF SCIENCE (MS) PROGRAMME BY RESEARCH

The Board approved the MS Programme.

45.19 RTI OBLIGATORY ITEMS

The Board approved the proposal for up-loading the obligatory information in the Institute Website which are mandatory u/s 4(1)(b) of RTI Act 2005.

45.20 SANCTIONED STRENGTH OF EACH DEPARTMENT

The Board noted the sanctioned strength of professors, associate professors and assistant professors as per UGC/AICTE for the on-going courses in the Institute. The Board approved the same as required faculty strength of the Institute.

45.21 PERMISSION FOR SHOWING EXPRESSION OF INTEREST

The Board approved the proposal for execution of the project utilizing the expertise of Dr. Ambarish S. Vidyarthi, Professor & Head, Department of Biotechnology.

45.22 ESTABLISHMENT OF TRANSFORMATION MANAGEMENT OFFICE

The Board agreed for establishing a Transformation Management Office (TMO) in the Institute to be administered by a High Powered Committee to look after initial execution of TMO activities, ERP Cell and Brand Management Cell.

45.23 MOU WITH CMRI

The Board approved the proposal for execution of MOU with CMRI, Kolkata, for expertise and knowledge-sharing for medical and educational programmes.

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45.24 UG/PG PROGRAMMES IN HOSPITAL MANAGEMENT

The Board approved the UG & PG Programmes in Hospital Management from the next academic year. It was also resolved that the courses will be offered from BIT Kolkata City Campus.

45.25 RELEVANT PARAMEDICAL COURSES

The Board approved the proposal for introducing relevant continuing education programmes in Health Science and Paramedical Science in collaboration with CMRI, Kolkata.

45.26 DUAL DEGREE PROGRAMME IN ENGINEERING/PHARMACY/ARCHITECTURE/MANAGEMENT

The Board approved the proposal for introducing Five Year (Dual Degree) Integrated Programmes in (a) Engineering & Management, (b) Pharmacy & Management, and (c) Architecture & Management following the AICTE guidelines at BIT Mesra and all other campuses.

45.27 DISCONTINUATION OF UG/PG PROGRAMMES

The Board agreed for closure on review of UG and PG programmes which are with less than 30% and 6 students respectively for the consecutive three years.

45.28 DECENTRALISATION OF EXAMINATION

The Board approved decentralization of all UG and PG examinations from the session Monsoon 2012 with proper monitoring mechanism.

45.29 EXAMINATION ACTIVITIES WITHOUT REMUNERATION

As recommended by the Technical Council, the Board approved that there would be no extra remuneration/honorarium to faculty members in connection with the activities related to examinations as followed in IITs/NITs/CFTIs. The approval shall be effective from 1st April 2012.

45.30 TRANSPORT/CONVEYANCE ALLOWANCES

In course of discussion on this Agenda, Vice Chancellor has explained that the Faculty members of the other Govt. aided institutions were paid Transport Allowance. He further explained that the financial impact of such allowance to

Dasmal

Faculty members will be nominal as it will be largely set-off against withdrawal of examination related remuneration/honorarium which was proposed in pursuant to Agenda Item No.45.29. The members present advised that the matter be examined by a committee on this basis that Faculty members living within the Campus will not be eligible for Transport Allowance. The recommendation of the committee may be placed before the Board in the next meeting along with a note on financial implication of the proposal, for a decision thereon.

45.31 The sad demise of Mr. G. P. Lal, a nominee of the General Council, on 19th April 2012 was recorded.

Minutes on Supplementary Agenda Items

45.S-1 It was resolved that all Extension Centres of BIT Mesra shall be renamed and recorded as BIT Campus in respective cities/location.

45.S-2 The Board approved the officiating allowances to the faculty members who are entrusted with the additional responsibilities as Dean, Warden and Assistant Warden, provided they are drawing their salary only as per Pay Band and AGP of Sixth Pay Commission and are not compensated with any special pay/allowance. The rates of officiating allowances shall be as stated below with effective from 1st April 2012.

Sl.No.	Holding Position as Additional Responsibility	Rate of Remuneration/Allowance p.m.
01	Deans	@ Rs. 5000/-
02	Wardens	@ Rs. 2500/-
03	Assistant Wardens	@ Rs. 1500/-

45.S-3 The Board approved payment of telephone allowance to all confirmed regular employees of the Institute as per norms followed in IITs and recommended by the Committee constituted for this purpose.

45.S-4 The Board approved the proposal for additional two posts of Principal Administrative Officers in the Institute in PB-4 (Scale of Rs. 37400-67000) and GP of Rs. 10000/- plus usual allowances as per Institute rule.

45.S-5 The Board approved appointment of Dr. D. Gunasekaran 'on contract' as Registrar for a period of five years and his pay will be fixed at Rs. 60000/- (Pay Band 37400-67000) in PB-4 with Grade Pay of Rs.10000/-. He will be entitled for Institute car with driver for his official duties as Registrar. He will be also entitled for an office mobile and its monthly reimbursement. No transport allowance will be payable to

D. Samuel


him. A suitable Institute accommodation inside the Mesra Campus will be provided to him on usual rent.

45.S-6 The Board approved appointment of Dr. N. K. Kole 'on contract' as Principal Administrative Officer at the Main Campus for a period of five years and his pay will be fixed at Rs.55000/- (Pay Band 37400-67000) in PB-4 with Grade Pay of Rs.10000/-. He will be entitled for transport and telephone allowances as per Institute rule.

The Board also approved appointment of Mr. S. K. Upadhyay 'on contract' as Principal Administrative Officer at BIT Mesra Patna Campus for a period of five years and his pay will be fixed at Rs.55000/- (Pay Band 37400-67000) in PB-4 with Grade Pay of Rs.10000/-. He will be entitled for transport and telephone allowances as per Institute rule.

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

Date : 18th July 2012.


(D. Sasmal)
Registrar & Secretary,
Board of Governors
Birla Institute of Technology,
Mesra, Ranchi 835215

ANNEXURE- II

(Item No: 46.02)

46.02 REPORT ON THE MINUTES OF THE LAST MEETING :

Details of the action taken on the Minutes of the 45th Meeting of the Board of Governors are placed for information.

Item No.	Status on the decision taken by BOG
45.03	Action already taken.
45.04	Action already taken.
45.05	Action already taken.
45.06	In the process of execution.
45.07	The Convocation date is in the process of finalization.
45.08	Reported item only.
45.09	Reported item only.
45.10	Reported item only.
45.11	Action already taken.
45.12	Reported item only.
45.13	Action already taken.
45.14	The Committee has been constituted and its report is awaited. As soon as the report is received, further action will be taken.
45.15	Action already taken.
45.16	Reported item only.
45.17	Reported item only.
45.18	Admission for MS Programme by Research will take place from the academic year 2013-14.
45.19	Action already taken.
45.20	Reported item only.
45.21	Action already taken.
45.22	Action is being initiated for establishing TMO.
45.23	Action already taken.
45.24	Action already taken.
45.25	Action already taken.
45.26	Reported item only.
45.27	Technical Council is in process of reviewing various programmes.
45.28	Action already taken.
45.29	Action already taken.
45.30	As per directive of the Board, the matter is placed as a separate agenda item for 46 th Meeting of the Board.
45.S-1	Action already taken.
45.S-2	Action already taken.
45.S-3	Action already taken.
45.S-4	Action already taken.

45.S-5	Dr. D. Gunasekaran joined the Institute as Registrar and subsequently resigned and left on 13 th October, 2012.
45.S-6	Dr. N. K. Kole has joined the Institute as Principal Administrative Officer and presently carrying out the work of Registrar on additional charge. Mr. S. K. Upadhyay did not join as Principal Administrative Officer in BIT Patna Campus.

ANNEXURE- III

(Item No: 46.03)

BIRLA INSTITUTE OF TECHNOLOGY					
MESRA - 835215, RANCHI, JHARKHAND					
SUMMARY OF RESULT FOR AWARD OF DEGREE/ DIPLOMA 2011-2012 (July 12 to Nov. 12)					
1	Doctor of Philosophy	Total		21	
		ID	I	II	Total
2	Master of Philosophy	2	-	-	2
	Management				
3	Post-Graduate Degrees	ID	I	II	Total
	Executive Master of Business Administration	5	1	-	6
	Master of Business Administration	12	17	10	39
	Master of Computer Applications	-	8	1	9
	Master of Animation Design	-	2	-	2
	Master of Engineering	-	1	-	1
	Automated Manufacturing System	-	1	-	1
	Master of Engineering	-	2	-	2
	Computer Aided Analysis & Design	-	2	-	2
	Master of Engineering	-	3	3	6
	Civil	-	1	-	1
	Master of Engineering	-	3	-	3
	Electrical	1	2	-	3
	Master of Engineering	-	1	-	1
	Electronics & Communication	1	2	-	3
	Master of Engineering	-	3	-	3
	Mechanical	1	2	-	3
	Master of Engineering	-	3	-	3
	Quality Engineering & Management	1	2	-	3
	Master of Engineering	8	12	1	21
	Software	-	2	-	2
	Master of Engineering	2	6	-	8
	Space Engineering & Rocketry	-	-	1	1
	Master of Pharmacy	-	1	1	2
	Applied Chemistry	2	4	1	7
	Master of Science	-	3	1	4
	Applied Mathematics	3	2	-	5
	Master of Science	-	2	-	2
	Applied Physics	-	1	-	1
	Master of Science	2	7	-	20
	Bio Informatics	1	-	-	1
	Master of Science	-	2	-	2
	Bio Medical Instrumentation	-	1	-	1
	Master of Science	3	7	-	20
	Geo Informatics	1	-	-	1
	Master of Science	-	2	-	2
	Information Science	-	1	-	1
	Master of Science	13	7	-	20
	Information Technology	1	-	-	1
	Master of Technology	-	2	-	2
	Computer Science	-	1	-	1
	Master of Technology	5	1	-	6
	Environmental Science & Engineering	3	3	1	7
	Master of Technology	1	-	1	2
	Information Security	-	-	-	-
	Master of Technology	-	1	-	1
	Polymer Science & Technology	5	1	-	6
	Master of Technology	3	3	1	7
	Remote Sensing	1	-	1	2
	Master of Urban Planning	1	-	1	2
	Post-Graduate Diploma	Business Administration		Total	168
		ID	I	II	Total
4	Under-Graduate Degrees	10	8	1	19
	Bachelor of Architecture	33	40	8	81
	Bachelor of Business Administration	-	2	-	2
	Bachelor of Business Administration (Business Economics)	3	5	2	10
	Bachelor of Business Management	6	8	1	15
	Bachelor of Commerce	16	33	4	53
	Bachelor of Computer Applications	-	4	-	4
	Bachelor of Engineering	-	5	-	5
	Biotechnology	16	18	1	35
	Bachelor of Engineering	10	11	-	21
	Civil				
	Bachelor of Engineering				
	Computer Science				
	Bachelor of Engineering				
	Electrical & Electronics				

Bachelor of Engineering	Electronics & Communication	7	21	-	28
Bachelor of Engineering	Information Technology	-	6	-	6
Bachelor of Engineering	Marine	-	2	-	2
Bachelor of Engineering	Marine Technology	1	-	-	1
Bachelor of Engineering	Mechanical	1	7	-	8
Bachelor of Engineering	Polymer	-	2	-	2
Bachelor of Engineering	Production	-	3	-	3
Bachelor of Science	Animation & Multimedia	3	9	2	14
Bachelor of Science	Medical Laboratory Technology	20	7	2	29
Bachelor of Science	Nautical Science	2	6	-	8
Bachelor of Science	Information Technology	10	-	-	10
Bachelor of Technology	Civil	1	-	-	1
Bachelor of Technology	Electrical & Electronics	3	5	-	8
Bachelor of Technology	Mechanical	1	1	-	2
		Total			367
5	Diploma	ID	I	II	Total
Diploma in Technology	Automobile Engineering	2	14	-	16
Diploma in Technology	Computer Science	2	14	1	17
Diploma in Technology	Electronics Engineering	3	6	2	11
Diploma in Technology	Manufacturing Engineering	1	12	1	14
		Total			58
		Grand Total			612
ID : FIRST CLASS WITH DISTINCTION					
I : FIRST CLASS					
II : SECOND CLASS					

Jain

CONTROLLER OF EXAMINATIONS

08/12/12

REGISTRAR

Ajay Chandra

VICE CHANCELLOR

C.K. Bula

CHAIRMAN

DATE : 11...DEC., 2012

BIRLA INSTITUTE OF TECHNOLOGY						
MESRA - 835215, RANCHI, JHARKHAND						
SUMMARY OF RESULT FOR AWARD OF DEGREE / DIPLOMA - 2011-2012						
BITIC, MUSCAT						
	Branch	ID	I	II	Total	
I	Post-Graduate					
	Executive Master of Business Administration	2	8	10	20	
	Master of Business Administration	13	14	5	32	
					52	
II	Under-Graduate Degrees	ID	I	II	Total	
	Bachelor of Engineering	Biotechnology	7	4	-	11
	Bachelor of Engineering	Electronics & Communication	22	11	-	33
	Bachelor of Engineering	Computer Science	10	4	-	14
	Bachelor of Business Administration		52	57	39	148
	Bachelor of Computer Applications		16	14	4	34
					240	
III	Diploma in Computer Applications		4	3	8	15
	Diploma in Business Administration		2	12	20	34
IV	Diploma in Engineering	Computer Science	1	14	4	19
	Diploma in Engineering	Electronics & Communication	-	-	5	5
	Advance Diploma in Engineering	Electronics & Communication	1	1	0	2
					75	
			Grand Total			367
ID : FIRST CLASS WITH DISTINCTION						
I : FIRST CLASS						
II : SECOND CLASS						


CONTROLLER OF EXAMINATIONS


REGISTRAR


VICE CHANCELLOR


CHAIRMAN

DATE : 10...DEC., 2012

AWARD OF DOCTOR OF PHILOSOPHY

A.01.

Discipline : Pharmaceutical Sciences
Name of Candidate : SURESH KUMAR K

Highest Prior Qualifying Degree : M. Pharm.
Year obtained : 1999
University & Place : BHU, Varanasi

Title of Thesis : "Design, Synthesis and Evaluation of some novel
Quinazoline analogs"

Indian Examiner : Prof. (Dr.) Achintya Saha
Dept. of Chemical Technology
University of Calcutta
92, APC Road
Kolkata – 700 009.

Foreign Examiner : Dr. Giovanni Maga, Ph.D.
Head of the DNA Enzymology & Molecular
Virology Section
Institute of Molecular Genetics IGM-CNR
Pavia
Italy

Date of Viva-voce : 19/05/2012

A.02.

Discipline : Science
Name of Candidate : RANJAN CHATTARAJ

Highest Prior Qualifying Degree : M. Sc. (Maths.)
Year obtained :
University & Place : Acharya Vinobha Bhave University, Hazaribagh

Title of Thesis : "Propagation and Scattering of Elastic Waves"

Indian Examiner : Dr. Subir Das
Associate Professor
Dept. of Applied Mathematics
IT, BHU
Varanasi – 221 005

Foreign Examiner : Prof. H.G. Georgiadis
Mechanics Division,
Natl. Tech. University, Athens
Zogarithou
Greece

Date of Viva-voce : 08/06/2012

A.03.

Discipline : Technology
Name of Candidate : SANDIP DUTTA

Highest Prior Qualifying Degree : MBA MCA
Year obtained : 1997 1993
University & Place : BIT, Mesra BIT, Mesra

Title of Thesis : "Network security using Biometric and Cryptography"

Indian Examiner : Prof. Debasis Samanta
Associate Professor
School of Information Technology
IIT Kharagpur
Kharagpur – 721 302

Foreign Examiner : Dr. Selwyn Piramuthu
University Professor
University of Florida
Dept. of Information Systems and
Operations Management
Gainesville, FL 32611-7169
USA

Date of Viva-voce : 07/06/2012

A.04.

Discipline : Science
Name of Candidate : SANDIPTO GHOSH

Highest Prior Qualifying Degree : M. Sc. (Chem.)
Year obtained : 2007
University & Place : S.M.U

Title of Thesis : "Synthesis on non-ionic and cationic Tamarind Kernel
Polysaccharides (TKP) : their characterization and
application"

Indian Examiner : Dr. D. Mal
Department of Chemistry
IIT Kharagpur
Kharagpur – 721 302

Foreign Examiner : Prof. (Dr.) Holger Schonherr
University of Siegen
Physical Chemistry I
Adolf-Reichwein-Str-2
57076 Siegen
Germany.

Date of Viva-voce : 18/05/2012

A.05.

Discipline : Engineering
Name of Candidate : MANISH GOSWAMI
Highest Prior Qualifying Degree : ME (Electronics)
Year obtained : 2002
University & Place : BIT, Mesra
Title of Thesis : "Offset and Noise Cancellation Suitable for Biomedical and other Low Frequency Signal Recording"
Indian Examiner : Dr. Swapan Banerjee
Professor
Department of E & ECE
IIT Kharagpur
Kharagpur – 721 302
Foreign Examiner : Prof. Izzat Darwazeh
Chair of Communications Engg.
Head of Comm. And Information Systems Group
HCL Electronic and Electrical Engg.
University College London
Torrington Place, London WC1E 7JE
UK
Date of Viva-voce : 14/07/2012

A.06.

Discipline : Pharmaceutical Sciences
Name of Candidate : S.P. PATTANAYAK
Highest Prior Qualifying Degree : M. Pharm.
Year obtained : 2006
University & Place : Utkal University, Orissa
Title of Thesis : "Evaluation of Anti-tumor Potency on Chemical-Induced Rat Mammary Carcinoma Model and Immunomodulatory Activities of a Hemiparasite *Dendrophthoe falcate* (L.f.) Ettingsh"
Indian Examiner : Dr. Sanjib Das
Professor & Head
Dept. of Pharm. Sciences
Assam University
Silchar – 788 011
Foreign Examiner : Dr. Ajai Dalai
Associate Dean, Research & Partnership
University of Saskatchewan
CANADA
Date of Viva-voce : 23/07/2012

A.07.

Discipline : Management
Name of Candidate : ANKUR JAIN

Highest Prior Qualifying Degree : MBA
Year obtained : 2006
University & Place : IGNOU, Delhi

Title of Thesis : "Significance of Quality Practices and its Effect on Job Perceptions in Software Industry in India"

Indian Examiner : Dr. Tanuja Agrawal
Associate Professor
Faculty of Management Studies
University of Delhi
Delhi – 110 007

Foreign Examiner : Dr. Kim Shyan Farn
Professor of Marketing
Head of School
Victoria University of Wellington
23 Lambton Quay,
Wellington 6011

Date of Viva-voce : 11/08/2012

A.08.

Discipline : Technology
Name of Candidate : SHANKARACHARYA

Highest Prior Qualifying Degree : M. Sc. (Biotech.)
Year obtained : 2003
University & Place : APS University

Title of Thesis : "Development of an intelligent system for early detection of diabetes risk in Indian population and evaluation of its performance"

Indian Examiner : Dr. Naidu Subbarao
Professor
School of Computational Integrative Sciences
JNU
New Delhi – 110 076

Foreign Examiner : Dr. Tarakeshwar Pilarishetty
Department of Chemistry & Biochemistry
Arizona State University
USA

Date of Viva-voce : 21/08/2012

A.09.

Discipline : Engineering
Name of Candidate : U.P. SINGH

Highest Prior Qualifying Degree : MBA
Year obtained : 1982
University & Place : BIT, Mesra

Title of Thesis : "Bio-methanation of Non-Extractable Coal : An Engineering Economic Model of Sustainable Energy and Environment Security"

Indian Examiner : Prof. B.M. Mishra
Professor & Head
Dept. of Biotechnology & President, IET
Teacher's Association
Institute of Engineers & Technology
Gautam Budha Technical University
Lucknow

Foreign Examiner : Prof. Sohei Shimada
Ex. The University of Tokyo
2-9-9, Nakacho,
Tokyo 153 0065,
Japan

Date of Viva-voce : 18/08/2012

A.10.

Discipline : Technology
Name of Candidate : LAXMI PRASAD SHARMA

Highest Prior Qualifying Degree : M. Sc. (Comp. Science)
Year obtained : 1993
University & Place : NITCT, Hyderabad

Title of Thesis : "Landslide Vulnerability Assessment and Zonation through Geo-Informatics"

Indian Examiner : Dr. D. Ramakrishnan
Associate Professor
Department of Earth Science
IIT Bombay,
Mumbai – 4010 076

Foreign Examiner : Dr. Rajendra P. Shrestha
Associate Professor & Coordinator
Asian Institute of Technology
P.O. Box 4, Klong Kiang, KM 42
Pathuthane 12120
Thailand

Date of Viva-voce : 05/09/2012

A.11.

Discipline : Pharmaceutical Sciences
Name of Candidate : ASHUTOSH MISHRA

Highest Prior Qualifying Degree : M. Pharm.
Year obtained : 2003
University & Place : Jamnagar Ayurvedic University, Rajasthan

Title of Thesis : "Biomethanation of Non-Extractable Coal : An Engineering Economic Model of Sustainable Energy and Environment Security"

Indian Examiner : Dr. Pulok K. Mukherjee
Director
School of Natural Product Studies
Jadavpur University
Kolkata – 700 032

Foreign Examiner : Dr. Kaleab Asres
Assoc. Professor & Head
Dept. of Pharmacology
Addis Ababa University
P.O. Box 1176
Ethiopia

Date of Viva-voce : 14/09/2012

A.12.

Discipline : Science
Name of Candidate : ANJANA RIZAL

Highest Prior Qualifying Degree : M. Sc. (Biotech)
Year obtained : 2004
University & Place : Guru Ghasidas University, Bilaspur (M.P.)

Title of Thesis : "Isolation and Molecular Characterization of Thermophilic *Campylobacter* species"

Indian Examiner : Dr. S.P. Singh
Registrar
Bihar Agricultural Univ.
Sabour
Bhagalpur – 813 210

Foreign Examiner : Dr. Arun K Bhunia
Professor of Microbiology
Dept. of Food Sciences
745 Agriculture Mall Drive
Purdue University
Indiana 47907, USA

Date of Viva-voce : 22/09/2012

A.13.

Discipline : Management
Name of Candidate : V. N. SUNDHARAM

Highest Prior Qualifying Degree : M.Sc.(Inf. Science)
Year obtained : 1997
University & Place : BITS, Pilani

Title of Thesis : "A Study of Liquor Manufacturing Industry for Sustainable Growth using Business Process Reengineering"

Indian Examiner : Dr. Ashok K. Pundhir
Professor
Operations Mgt & Dean (Student Affairs & Placement)
NITIE, Mumbai – 400 087

Foreign Examiner : Dr. S.K. Goyal
Professor Decision Sciences & MIS
Concordia University
Montreal,
CANADA H3G1M8

Date of Viva-voce : 28/09/2012

A.14.

Discipline : Science
Name of Candidate : SANJAYA KUMAR SWAIN

Highest Prior Qualifying Degree : M. Sc. (Chemistry)
Year obtained : 1999
University & Place : NIT, Rourkela

Title of Thesis : "Synthesis, Characterization and Evaluation of Fluoride Removal Properties of Some New Adsorbent Materials"

Indian Examiner : Prof. Alok K. Ray (Head)
Center for Biomedical Engg.
IIT Delhi, Hauz Khas
New Delhi – 110 016

Foreign Examiner : Dr. Maria Gardennia da Fonseca
Professor
Departamento de Quimica
Universidade Federal da Paraiba 5859-900
Joao Pessoa, Paraiba
Brazil

Date of Viva-voce : 16/10/2012

A.15.

Discipline : Science
Name of Candidate : GYAN KUMAR AGARWAL

Highest Prior Qualifying Degree : M. Phil.
Year obtained : 2005
University & Place : University of Nottingham, UK

Title of Thesis : "Impacts of Tobacco Smoke on Respiratory Health of 'Normal' Random Population Sample in and Around Ranchi"

Indian Examiner : Dr. D. Tiwary
Assoc. Professor
Dept. of Applied Chemistry
IT-BHU,
Varanasi – 221 005
(U.P.)

Foreign Examiner : Dr. M.A. Hossain
Retired Professor
Central State University, Ohio
Williamsville, New York 14221
USA

Date of Viva-voce : 19/10/2012

A.16.

Discipline : Technology
Name of Candidate : SURAJ KUMAR SINGH

Highest Prior Qualifying Degree : M. Sc. (RS/Geoinformatics)
Year obtained : 2007
University & Place : Jiwajee University, Gwalior

Title of Thesis : "Evaluation of Geohydrological Constraints on Flood and Waterlogging Hazard in Parts of North Bihar, India using Geoinformatics"

Indian Examiner : Dr. Subashisha Dutta
Associate Professor
Department of Civil Engineering
IIT, Guwahati – 781 039

Foreign Examiner : Dr. R.J. Wasson
Professor
Department of Geography
National University of Singapore
Singapore

Date of Viva-voce : 20/10/2012

A.17.

Discipline : Technology
Name of Candidate : AMIT KUMAR KHANDELWAL

Highest Prior Qualifying Degree : M. Sc. (Microbiology)
Year obtained : 2005
University & Place : Rajasthan University

Title of Thesis : "Production and Characterization of Nitrilase for Biotransformation of Nitriles"

Indian Examiner : Prof. T.R. Sreekrishnan
Professor
Dept. of Biochemical Engg. & Biotechnology
IIT, Delhi
Delhi – 110 016

Foreign Examiner : Dr. Nabil Miled
Assistant Professor
Institute Supérieur de Biotechnologie
Route Soukra Km 4 BP 1175 Sfax 3038
Tunisia

Date of Viva-voce : 08/11/2012

A.18.

Discipline : Science
Name of Candidate : RATI M TRIPATHI

Highest Prior Qualifying Degree : M. Sc. (Chemistry)
Year obtained : 1994
University & Place : Kanpur University, Kanpur

Title of Thesis : "The Expression of *LMO2* in Human T-cell Leukemias"

Indian Examiner : Dr. Sunil Saini
Professor
Department of Oncology
HIHT University
Dehradun

Foreign Examiner : Dr. Pius N Nde
Professor
Dept. of Microbiology & Immunology
Mehany Medical College
USA

Date of Viva-voce : 29/10/2012

A.19.

Discipline : Engineering
Name of Candidate : RAJEEV AGRAWAL

Highest Prior Qualifying Degree : ME (Production)
Year obtained : 2001
University & Place : MNNIT, Allahabad

Title of Thesis : "Advance Planning and Scheduling Problem in E-Manufacturing Environment and its Solution Using Evolutionary Algorithms"

Indian Examiner : Prof. Dr. Gajendra Kumar Adil
Professor
S.J. Mehta School of Management
IIT Bombay, Powai
Mumbai – 400 076

Foreign Examiner : Prof. Pei Chann Chang
Professor & Dean
Dept. of Information Management
135 Yuan Tung Road
Yuan Ze University, Chung-Li, 32023
Taiwan, R.O.C.

Date of Viva-voce : 17/11/2012

A.20.

Discipline : Pharmaceutical Sciences
Name of Candidate : PRIYASHREE SUNITA

Highest Prior Qualifying Degree : M. Pharm.
Year obtained : 2007
University & Place : BIT, Mesra

Title of Thesis : "Pharmacognostical, Phytochemical and Pharmacological Investigations on an Ayurvedic Plant, *Cressa Cretica* Linn."

Indian Examiner : Dr. T. Suryanarayana
Retd. Professor & Principal
Andhra University,
College of Pharmaceutical Sciences
Vishakhapatnam

Foreign Examiner : Dr. Puratchi Mani V, Ph.D
Manager,
Analytical Research & Development
Novel LaboratoriesINC.
New Jersey - 08873

Date of Viva-voce : 16/11/2012

A.21.

Discipline : Science
Name of Candidate : ADITYA KUMAR SINGH
Highest Prior Qualifying Degree : M. Sc. (Maths.)
Year obtained : 2005
University & Place : Madras University, Chennai
Title of Thesis : "A Study of some Mathematical Models of Simulation on
Cyber Attack and Defence"
Indian Examiner : Dr. Newal Kishore
Professor,
Dept. of Mathematics
Faculty of Science
BHU, Varanasi
Foreign Examiner : Prof. Jose Roberto Castilho Piquira
Escola Politecnica
Universidade de Sao Paulo
Travessa 3 No. 158, 05508-90
Sao Paulo, SP
Brazil
Date of Viva-voce : 17/10/2012

ANNEXURE- IV

(Item No: 46.04)

FACULTY SELECTED FOR APPOINTMENT
(THROUGH SELECTION COMMITTEE : JAN 2012-DEC 2012)

Sl No	Name	Designation	Department	Remarks
1	Sandip Dutta	Prof	IT	*
2	Aruna Jain	Prof	IT	*
3	Inderdeo Ram	Asso Prof	IT	*
4	Vijay Kumar Jha	Asso Prof	IT	*
5	Upendra Kumar	Asst Prof	IT	Contract
6	Vandana Bhattacharjee	Prof	CSE	Internal
7	Anirban Sengupta	Asst Prof	IT	Contract
8	Shripal Vijayvargiya	Asso Prof	CSE	*
9	K Sridhar Patnaik	Asso Prof	CSE	Internal
10	Amrita Priyam	Asso Prof	CSE	Internal
11	Raja Ram Dutta	Asst Prof	CSE	Contract
12	Arun Agrahara Somasundra	Asso Prof	CSE	Contract
13	Bharat Bhusan Sagar	Asst Prof	CSE	Contract
14	Balram Mandal	Asst Prof	CSE	Internal
15	Debajyoti Biswas	Prof	Arch	Internal
16	Satyaki Sarkar	Asso Prof	Arch	*
17	Arup Das	Asst Prof	Arch	Internal
18	Anamika Nandan	Asst Prof	Arch	Contract
19	Mohammad Danish	Asst Prof	Arch	Contract
20	Ms Aditi Koshley	Asst Prof	Arch	Contract
21	Sudeshna Chakravarty	Prof	Civil Engg	Internal
22	Syed Tabin Rushad	Asst Prof	Civil Engg	Contract
23	Bandana Mahto	Asst Prof	Civil Engg	Contract
24	Shibani K Jha	Asst Prof	Civil Engg	Contract
25	Tanushree Bhattacharya	Asst Prof	Env Sc & Engg	Contract
26	Dipti Prasad Mishra	Asso Prof	Mech Engg	Contract
27	Kaushik Kumar	Asso Prof	Mech Engg	Internal
28	Jeeoot Singh	Asso Prof	Mech Engg	*
29	Nilambar Kumar Singh	Asst Prof	Mech Engg	Contract
30	Md Ashique Hassan	Asst Prof	Mech Engg	Internal
31	Joyjeet Ghosh	Asso Prof	Prod Engg	Internal
32	Bappa Acherjee	Asst Prof	Prod Engg	Contract
33	Randhir Kumar	Asst Prof	Prod Engg	Contract
34	Sanjeev Kumar Tiwari	Asst Prof	Prod Engg	Internal
35	Sarbani Ray Chakraborty	Asso Prof	EEE	Internal
36	Vijaya Laxmi	Asso Prof	EEE	Internal
37	Santanu Kumar Pradhan	Asst Prof	EEE	Contract
38	Swati	Asst Prof	EEE	Contract
39	Piyush Kumar Ojha	Asst Prof	EEE	Internal
40	Prabhat Kumar Ranjan	Asst Prof	EEE	Internal
41	Yogender Aggarwal	Asst Prof	EEE	Internal
42	Anjana Dwivedi	Asst Prof	EEE	Internal
43	Dhanraj Chitra	Asst Prof	EEE	Contract

44	Neela Chattoraj	Asso Prof	ECE	Internal
45	Shweta Srivastava	Asso Prof	ECE	Internal
46	Rajesh Kumar Lal	Asso Prof	ECE	Internal
47	Bharat Gupta	Asso Prof	ECE	Internal
48	Prajna Parimita Dash	Asst Prof	ECE	Contract
49	Ankur Agarwal	Asst Prof	ECE	Contract
50	G Iyyakutti Iyappan	Asst Prof	ECE	Contract
51	Rikmantra Basu	Asst Prof	ECE	Contract
52	Bimal Kumar Mishra	Prof	Appl Maths	Internal
53	Gurminder Singh	Asso Prof	Appl Maths	Internal
54	Ila Sahay	Asso Prof	Appl Maths	Internal
55	Anurag Jaiswal	Asso Prof	Appl Maths	Internal
56	Suchandan Kayal	Asst Prof	Appl Maths	Contract
57	Premlata Singh	Asst Prof	Appl Maths	Contract
58	Bishnu Kumar	Asst Prof	Appl Maths	Contract
59	Pallavika	Asst Prof	Appl Maths	Contract
60	Amit Raghuvanshi	Asst Prof	French (Mgmt)	Contract
61	Manoj Kumar	Asso Prof	C o E	*
62	Arindam Ghosh	Asst Prof	C o E	Contract
63	Nishi Srivastava	Asst Prof	C o E	Contract
64	Ashwini A Ranade	Asst Prof	C o E	Contract
65	Bhisma Tyagi	Asst Prof	C o E	Contract

*Internal candidates subject to fulfillment certain criteria/conditions stipulated by the Selection Committee

RESIGNATION

The following persons have resigned from the Institute due to personal reasons:

Name	Designation	Department	Date of Remarks Resignation
Ms. Alpanika Kumari	Research Fellow	Biotechnology	30.06.2012
Mr. Gautam Kumar	Project Fellow	Biotechnology	16.07.2012
Ms. Archana Kumari	Research Fellow	Chemical & Poly. Engg	26.07.2012
Mr. Amit Kumar	Library Assistant	Central Library	01.08.2012
Mr. Abhijit Ghosh	Research Fellow	Applied Physics	03.08.2012
Mr. Roushan Kumar	Assistant Professor	BITEC - Deoghar	10.08.2012
Mr. Nitesh Bhatia	Associate Lecturer	Management	16.08.2012
Mr. Bishnu Mohan Jha	Assistant Professor	BITEC - Deoghar	27.08.2012
Dr. (Mrs.) Perween Zehra	Cartographer	Remote Sensing	01.09.2012
Mr. Abhishek Das	Project Assistant	Chemical & Poly. Engg	02.09.2012
Mr. Tanmoy Ghosal	Assistant Registrar	BITEC - Deoghar	03.09.2012
Mr. Muraleedhara Bhat	Additional Registrar	BITEC - Jaipur	08.09.2012
Ms. Jyotsna Singh	Project Fellow	Applied Mathematics	11.09.2012
Ms. Sabita Mahato	Lab. Assistant	Pharmaceutical Sciences	06.10.2012
Mr. Kajesh Babu Malela	Assistant Professor	BITEC - Patna	06.10.2012
Ms. Sweta Mishra	Jr. Research Fellow	Chemical & Poly. Engg	18.10.2012
Dr. (Mrs.) Sumana Ghosh	Assistant Professor	S.E.R.	14.11.2012
Dr. Sanjay Kumar	Sr. Medical Officer	Dispensary	15.11.2012
Dr. Vidya Nand	Consultant Physician	Dispensary	22.11.2012
Ms. Harshit Sosan Lakra	Assistant Professor	Architecture	23.11.2012
Prof. Sitesh P. Srivastava	Prof. & Head	HMCT	29.11.2012
Dr. Ram Prakash	Reader	BITEC - Jaipur	18.10.2012
Prof. Anand M. Agrawal	Professor	Management	27.10.2012
Mr. Suresh Babu Kukkala V.	Research Associate	Remote Sensing	10.12.2012
Mrs. Renu Jha	Sr. Warden (Girls)	Dean (Students Welfare)	14.01.2009
Dr. A. K. Jha	Dy. Registrar	O/o Registrar	15.01.2011

SUPERANNUATION

Name	Designation	Department	Superannuation date
Mr. P.K. Choudhary	Associate Professor	Mechanical Engg.	31-Jul-12
Mr. G. S. Sharma	Chief Accountant	Accounts	31-Jul-12
Mr. N.C. George	Office Secretary	BITEC - Jaipur	31-Aug-12
Mr. Madhukar Puri	Associate Professor	E.C.E.	31-Aug-12
Mr. R. K. Mishra	Sr. Office Assistant	Examination	31-Aug-12
Mr. Nand Kishore Tiwari	Estate Assistant	Campus Administrator	31-Aug-12
Mr. Pankaj Chakraborty	Sr. Technician	Scientific Research	31-Aug-12
Mr. Budhram Mahto	Driver	Transport	31-Aug-12
Dr. A. K. Chatterjee	Professor & Head	S.E.R.	30-Sep-12
Mr. Mannu Mahto	Transport Officer	Transport	30-Sep-12
Mr. Jaimangal Choudhury	Jr. Supervisor	Rural Dispensary	31-Dec-12
Mr. Gulzar Khan	Security Guard	Scientific Research	31-Dec-12
Mr. Sunil Kumar Prasad	COCP	Comp. Sc. & Engg.	31-Dec-12
Dr. Rama Shankar Singh	Sr. Sports Officer - II	Physical Education	31-Dec-12

STUDY LEAVE / EXTRA ORDINARY LEAVE (EOL)

Name	Designation	Department	Leave		Purpose
			From	To	
<u>WITH PAY</u>					
Mr. Ashok Kr. Pattnaik	Asst. Professor	Pharmaceutical Sc.	01.07.2012	31.07.2012	Extension - Ph.D.
Mr. Jeeoot Singh	Asst. Professor	Mechanical Engg.	16.04.2012	14.05.2012	Extn. Ph. D. Program
Mr. Roheit Kamal Chatterjee	Asst. Professor	BITEC - Kolkata	01.07.2012	31.12.2012	Ph. D. Programme
Mr. Soumendra Bhattacharjee	Asst. Professor	BITEC - Kolkata	01.07.2012	31.12.2012	Ph. D. Programme
Ms. Anubha Singh	Asst. Professor	BITEC - Patna	01.07.2012	31.12.2012	Ph. D. Programme
Mr. Shambhu S. Kumar	Asst. Professor	BITEC - Allahabad	10.08.2012	09.02.2013	Study Leave
Mr. Ritesh Kumar Badhai	Asst. Professor	BITEC - Patna	01.12.2012	31.05.2013	Study Leave
<u>WITHOUT PAY</u>					
Ms. Saba Firdous	Assoc Lecturer	E.C.E.	01.07.2012	30.06.2013	Extra Ordinary Leave
Mr. Arun Dayal Udai	Asst. Professor	Mechanical Engg.	18.07.2012	17.07.2013	Extn. Ph. D. Program
Mr. Amit Kumar	Asst. Professor	BITEC - Patna	28.07.2012	27.07.2013	Extra Ordinary Leave
Mr. Ritesh Kumar Keshri	Asst. Professor	E.E.E.	27.08.2012	26.08.2013	Extn. Ph. D. Program
Mr. Sanjeet Kumar	Asst. Professor	E.C.E.	21.08.2012	12.11.2012	Extra Ordinary Leave
Mr. Ranjeet Ranjan	Sr. Lecturer	BITIC - RAK	17.08.2012	16.08.2014	Extra Ordinary Leave
Ms. Swati Prasad	Asst. Professor	E.C.E.	23.08.2011	30.06.2013	Extension - EOL
Dr. Laxmi Kant Sharma	Asst. Professor	Remote Sensing	27.08.2012	26.08.2013	Extra Ordinary Leave
Dr. Rafique-ul-Islam	Asst. Professor	Applied Chemistry	15.09.2012	14.09.2013	Extra Ordinary Leave
Dr. Sameer Kumar	Asst. Registrar	O/o Dean (F&SR)	18.09.2012	17.09.2012	Extra Ordinary Leave
Dr. Sitanshu S. Sahu	Asst. Professor	E.C.E.	13.10.2012	12.10.2014	Extra Ordinary Leave
Dr. Sarang Medhekar	Professor	Applied Physics	16.10.2012	15.10.2014	Extra Ordinary Leave
Dr. D. B. Lata	Asso. Professor	Mechanical Engg.	01.11.2012	31.10.2014	Extra Ordinary Leave
Dr. Raju Poddar	Asst. Professor	Biotechnology	01.01.2013	30.06.2013	Extension - EOL
Dr. Indra Deo Ram	Asst. Professor	Information Technology	11.10.2012	10.02.2013	Sabbatical Leave

ANNEXURE- V

(Item No: 46.07)



No. GO/Estb/Leave/2012-13/ 5361
2012

Dated : 13th October,

OFFICE ORDER

Certain doubts are frequently expressed regarding credit of Earned leave and Half-Pay leave as well as availing of half-day Casual leave and one -day Earned leave. The following clarifications may please be noted on these issues.

EARNED LEAVE :

1. In case of non-vacational staff credit of Earned leave will be afforded in advance at a uniform rate of 15 days on the 1st of January and 1st of July every year. The credit to be afforded will be reduced by 1/10th of extra ordinary leave, if any, availed and/or period of dies-non during the previous half-year, subject to a maximum of 15 days and to the extent of such credit only.
2. While limiting the maximum of 300 days, where the balance at credit is 286-300 days, further advance credit of 15 days on 1st January/ 1st July will be kept separately and set off against the EL availed of during that half-year ending 30th June/ 31st December. However, if the leave availed is less than 15 days, the remainder will be credited to the leave account subject to the ceiling of 300 days at the close of that half-year.
3. Credit of Earned leave in the leave account of teacher (vacational staff) will be given with 5 days on the 1st of January and 1st of July every year. The credit to be afforded will be reduced by 1/30th of extra ordinary leave, if any, availed and/or dies-non during the previous half year subject to maximum of 5 days. When appointed or ceased to be in service, the credit for that half-year will be allowed at 5/6th day of each completed month of service likely to render/rendered in that half year.
4. In addition to (3) above, teachers will also be given credit of leave in Earned leave account @ 1/2 of the period, if any, during which he/she is required to perform duty during vacation period subject to condition that in one calendar year the total Earned leave credited does not exceed 30 days.
5. Earned leave can be taken for one day.

HALF-PAY LEAVE :

1. Half-pay leave is credited in advance at the rate of 10 days on the 1st of January and 1st of July every year. The credit for the half-year in which an employee is appointed will be at the rate of 5/3 days for each completed calendar month of service he/she is likely to render in the half-year in which he is appointed.

Contd. p/2.

CASUAL LEAVE :

1. An official on casual leave is not treated as absent from duty and his pay is not intermitted.
2. Casual leave is essentially intended for short periods. It should not normally be granted for more than 8 days at any one time, except under special circumstances.
3. Casual leave can be taken for half-day, if required.

All Heads/In-charges of the Departments/Off Campuses are requested to bring the above to the notice of the concerned staff members for information.



Registrar

To
All Heads/In-charges of the Departments/Sections
All Directors/In-Charges of BIT Off Campuses

Copy to :
Dy. Registrar (Estt & Recruitment)
Leave Section, General Office
PS to Vice Chancellor

ANNEXURE- VI
(Item No: 46.10)

CONDUCT, DISCIPLINE AND APPEAL RULES

Rule 1. Short Title

These rules may be called BIRLA INSTITUTE OF TECHNOLOGY, Mesra, Ranchi Conduct, Discipline and Appeal Rules.

Rule 2. Application

These rules shall apply to all employees of the Institute except those in casual employment or paid from contingencies.

Rule 3. Definitions

In these rules, unless the context otherwise requires:

- (a) "Employee" means a person in the employment of the Institute in any post or in any capacity other than the casual, or contingent staff, but includes a person on deputation to the Institute.
- (b) "Institute" means BIRLA INSTITUTE OF TECHNOLOGY, MESRA, RANCHI and all its Extension Centres.
- (c) "Board" means the Board of Governors of the Institute & includes in relation to the exercise of powers, any committee of the Board/Management or any officer of the Institute to whom the Board delegates and of its powers.
- (d) "Chairman" means Chairman of the Institute.
- (e) "Disciplinary Authority" means the Vice Chancellor and in case of Vice Chancellor, the Board of Governors.
- (f) "Competent Authority" means the authority empowered by the Board of Governors by any general or special rule or order to discharge the function or use the powers specified in the rule or order.
- (g) "Appellate Authority" means the Chancellor.

- (h) "Family" in relation to an employee includes.
 - i. The wife or husband as the case may be of the employee, whether residing with him or not but does not include a wife or husband, as the case may be separated from the employee by a decree or order of competent court.
 - ii. Sons or daughters or step-sons, step-daughters of the employee & wholly dependent on him, but does not include a child or step-child who is no longer in any way dependent on the employee or of whose custody the employee has been deprived by or under any law.
 - iii. Any other person, related whether by blood or marriage to the employee or to such employee's wife or husband and wholly dependent on such employee.

Rule 4. General

- (1) Every employee of the institute shall at all times.
 - i. maintain absolute integrity.
 - ii. Maintain devotion to duty.
 - iii. do nothing which is unbecoming of the Institute employee; and
 - iv. do nothing which is detrimental to the interest of the Institute.

Rule 5. Misconduct

Without prejudice to the generality of the term "misconduct", the following acts of omission and commission shall be treated as misconduct:

- (1)
 - a) Theft, fraud or dishonesty in connection with the business or property of the institute.
 - b) Theft, fraud or dishonesty with the property of another person within the premises of the Institute.
 - c) Fraud, dishonesty and offences under Cyber Laws leading to misrepresentation, breach of confidentiality and privacy.

- d) Securing or causing others to secure unauthorized access to any confidential electronic communication of the Institute or misuse of the electronic communication of the Institute or the computer system or network which may cause damage to the Institute.
 - e) Publishing, transmitting or causing to publish in electronic form any material, which appeals to prurient interest and unauthorized passing of information from electronic media.
 - f) Destroying, cancelling or altering or causing others to destroy, cancel or alter confidential computer programme including computer command, design and layout, computer system and computer network, etc.
 - g) Viewing obscene material/scene and involving oneself in indecent chatting / communication through the electronic communication/ computer system of the Institute.
- (2) Taking or giving bribes or any illegal gratification.
 - (3) Possession of pecuniary resources or property disproportionate to the known sources of income by the employee or on his behalf by another person, which the employee cannot satisfactorily account for.
 - (3) Furnishing false information regarding name, age, father's name, qualification, ability or previous service or any other matter germane to the employment at the time of employment or during the course of employment.
 - (5) Acting in a manner prejudicial to the interests of the Institute
 - (6) Willful insubordination or disobedience, whether or not in combination with others, of any lawful and reasonable order of his superior.
 - (7) Absence without leave or overstaying the sanctioned leave for more than four consecutive days without sufficient grounds or proper or satisfactory explanation.
 - (8) Habitual late or irregular attendance.
 - (9) Neglect of work or negligence in the performance of duty including malingering or slowing down of work.
 - (10) Damage to any property of the Institute.
 - (11) Interference or tampering with any safety devices installed in or about the premises of the Institute

- (12) Drunkenness or riotous or disorderly or indecent behaviour in the premises of the Institute or outside such premises where such behaviour is related to or connected with the employment.
- (13) Gambling within the premises of the Institute.
- (14) Smoking within the premises of the Institute.
- (15) Collection without the permission of the competent authority of any money within the premises of the company except as sanctioned by any law of the land for the time being in force or rules of the Institute.
- (16) Sleeping while on duty.
- (17) Commission of any act which amounts to a criminal offence involving moral turpitude.
- (18) Absence from the employee's appointed place of work without permission or sufficient cause.
- (19) Purchasing properties, machinery, stores etc. from or selling properties, machinery, stores etc., to the company without express permission in writing from the competent authority.
- (20) Commission of any act subversive of discipline or of good behaviour.
- (21) Abetment of or attempt at abetment of any act which amounts to misconduct.
- (22) Making allegations against another employee/ key officials/ Institute authorities. Use of insolent or impertinent or unparliamentary language in any official dealing / correspondence or in any representation including appeal or in any forum/ meeting.
- (23) Failure of the employee to comply with the terms and conditions associated with the loan/advance granted to him under the Institute's Rules.
- (24) Violation or non-compliance with the Institute's Rules / Policies /Manuals / Circulars / Notices/ expressed instructions.
- (25) Un-authorized use or occupation of the Institute's quarters/land or other movable or immovable property.
- (26) Assaulting or threatening or intimidating any employee of the Institute.
- (27) Breach of any law applicable to the establishment or the Institute or Conduct Rules or any other Rules or specific orders issued by the Institute from time to time..
- (28) Writing of anonymous letters, addressing appeals or representations to any person other than the appropriate or appellate authority and forwarding advance copies of appeals or representation to any other person outside the Institute.

- (29) Distribution or exhibition in the Institute's premises any bills, posters, pamphlets or papers or causing them to be displayed by means of signs or writing or other visible representation, any matter prejudicial to the company without previous sanction of the competent authority.
- (30) Refusal to work on Holidays or on Sundays or beyond working hours when notified/ directed to do so in the exigencies of Institute's interest.
- (31) Gherao, coercion, intimidation, wrongful confinement or use of force or forcibly detaining any of the Company's employees. Shouting/use of defamatory or disrespectful statement/ slogans in the Institute's premises.
- (32) Refusal to accept any order or notice communicated in writing.
- (33) No employee shall indulge in any act of sexual harassment of any woman at the workplace.

Explanation : Sexual harassment includes such unwelcome sexually determined behaviour, whether directly or by implication as :

- a) Physical contact and advances
- b) Demand or request for sexual favours
- c) Sexually coloured remarks
- d) Showing any pornography, or
- e) Any other unwelcome physical, verbal or non-verbal conduct of sexual nature

Rule 6. Employment of near relatives of the employee of the Institute in any company or firm enjoying patronage of the Institute.

- (1) No employee shall use his position or influence directly or indirectly to secure employment for any person related, whether by blood or marriage to the employee or to the employee's wife or husband, whether such a person is dependent on the employee or not.
- (2) No employee shall, except with the previous sanction of the competent authority permit his son, daughter or any member of the family to accept employment with any private firm with which he has official dealings, or with any other firm, having official dealings with the company :
- (3) Provided that where the acceptance of the employment cannot await the prior permission of the competent authority, the employment may be accepted provisionally subject to the permission of the competent authority, to whom the matter shall be reported forthwith.

- (4) No employee shall in the discharge of his duties deal with any matter or give or sanction contract to any company or any person if any of his relatives is employed in that company or under that person or if he or any of his relatives is interested in such matter contract in any other matter and the employee shall refer every such matter or contract to his official superior and the matter of the contract shall thereafter be disposed off according to the instructions of the authority to whom the reference is made.

Rule 7. Taking part in Demonstrations and Strikes

No employee shall:

- a) Engage himself or participate in any demonstration or incite others to take part in any demonstration, which involves incitement to an offence.
- b) Resort to or abet/incite/instigate any form of strike or coercion or physical duress in contravention of the provisions of any law or rule having the force of law.
- c) Resort to any form of picketing within the Institute's premises/ campus including the entrance of the premises.

Rule 7A. Taking part in Political activities

An employee is prohibited to take part in political activities as detailed hereunder :

- i) to be an office bearer of political party or an organization which takes part in politics;
- ii) to take part in or assist in any manner in any movement/agitation or demonstration of political nature;
- iii) to take part in an election of any legislature or local authority; and
- iv) to canvas in any election to any legislature or local authority.

Rule 8. Connection with Press, Radio or Television

- (1) No employee of the Institute shall except with the previous sanction of the competent authority, own wholly or in part, or conduct or participate in the editing or management of, any newspaper or other periodical publication.
- (2) No employee of the Institute shall, except with the previous sanction of the competent authority or the prescribed authority, or in the bonafide discharge of his duties participate in a radio/television programme or contribute any article or write any letter either in his own name or anonymously, pseudonymously or in the name of any other person to any newspaper or periodical.

Provided that no such sanction shall be required if such broadcast or such contribution is of a purely literary, artistic or scientific character.

Rule 9. Criticism of Government and the Institute

No employee shall, in any radio/television programme or in document published under his name or in the name of any other person or in any communication to the press, or in any public utterances, make any statement :

- (a) Which has the effect of adverse criticism of any policy or action of the Central or State Governments, or of the Institute; or
- (b) Which is capable of embarrassing the relations between the company & the public :

Provided that nothing in these rules shall apply to any statement made or views expressed by an employee, of purely factual nature which are not considered to be of a confidential nature, in his official capacity or in due performance of the duties assigned to him.

Rule 10. Evidence before committee or any other Authority

- (1) Save as provided in sub-rule (3), no employee of the Institute shall, except with the previous sanction of the competent authority, give evidence in connection with any enquiry conducted by any person, committee or authority.
- (2) Where any sanction has been accorded under sub-rule (1), no employee giving such evidence shall criticize the policy or any action of the Central Government or of a State Government or of the Institute.
- (5) Nothing in this rule shall apply to :
 - (a) Evidence given at any enquiry before an authority appointed by the Government, Parliament or State Legislature.
 - (b) Evidence given in any judicial enquiry; or
 - (c) Evidence given at any departmental enquiry ordered by authorities subordinate to the Government.

Rule 11. Unauthorized Communication of information

No employee shall, except in accordance with any general or special order of the Institute or in the performance in good faith of the duties assigned to him, communicate, directly or indirectly, any official document or any part thereof, or information to any officer or other employee, or any other person to whom he is not authorised to communicate such document or information.

Rule 11A. Pressing of Claim in Service Matters

- (1) No employee shall address representation, appeal, petition or memorial to any outside authority or to any authority not specified under the rule.
- (2) No employee shall send a representation or advance copies thereof to higher authorities except through proper channel or send copies of a representation to outside authorities.

Provided that an employee belonging to the Scheduled Caste or Schedule Tribe may write directly to the statutory authorities for welfare of SC and ST on matters concerning their welfare.

Rule 12. Gifts

- (1) Save as otherwise provided in these rules, no employee of the Institute shall accept or permit any member of his family or any other person acting on his behalf, to accept any gift.

Explanation : The explanation "gift" shall include free transport, boarding, lodging or other service or any other pecuniary advantage when provided by any person other than a near relative or a personal friend having no official dealings with the employee.

Note : An employee of the Institute shall avoid acceptance of lavish or frequent hospitality from any individual or firm having official dealings with him.

- (2) On occasions such as weddings, anniversaries, funerals or religious functions, when the making of gifts is in conformity with the prevailing religious or social practices an employee of the company may accept gifts from his near relatives but he shall make a report to the competent authority if the value of the gift exceeds Rs. 5000/- in case of employees in executive category and Rs. 2500/- in case of employees of other categories.
- (3) On such occasions as are specified in sub-Rule (2) an employee of the company may accept gifts from his personal friends having no official dealings with him, but he shall make a report to the competent authority if the value of any such gift exceeds Rs.2000/- in the case of employees in Executive category and Rs. 1250/- in the case of employees in other categories.
- (4) In any other case, an employee of the Institute shall not accept or permit any member of his family or any other person acting on his behalf to accept any gifts without the sanction of the competent authority if the value thereof exceeds Rs. 1250/-.

Provided that when more than one gift has been received from the same person/firm within a period of 12 months, the matter shall be reported to the competent authority if the aggregate value of the gifts exceeds Rs. 1250/-.

Rule 12A. Dowry

"No employee of the Institute shall:

- (i) give or take or abet the giving or taking of dowry

or

- (ii) Demand, directly or indirectly, from the parent or guardian of a bride or bridegroom, as the case may be, any dowry"

Note : For the purpose of this rule, 'dowry' has the same meaning as defined in the Dowry Prohibition Act, 1961 (No. 28 of 1961), which reads as follows :

“Definition of Dowry”

In this Act, 'Dowry' means any property or valuable security given or agreed to be given either directly or indirectly :

(a) by one party to a marriage to the other party to the marriage :

or

(b) by the parents of either party to a marriage or by any other person, to either party to the marriage or to any other person, at or before or after the marriage as consideration for the marriage of the said parties, but does not include dower or mahr in the case of persons of whom the Muslim Personal Law (Shariat) applies.

Explanation-I : For the removal of doubts, it is hereby declared that any presents made at the time of a marriage to either party to the marriage in the form of cash, ornaments, clothes or other articles, shall not be deemed to be dowry within the meaning of this section, unless they are made as consideration for the marriage of the said parties.

Explanation-II : The expression “valuable security” has the same meaning as in Section 30 of the Indian Penal Code.

Rule 13. Private Trade or Employment

(1) No employee of the Institute shall, except with the previous sanction of the competent authority engage directly or indirectly in any trade or business or undertake any other employment :

Provided that an employee may, without such sanction undertake honorary work of a social or charitable nature of occasional work or a literary, artistic or scientific character, subject to the condition that his official duties do not thereby suffer.

(2) Every employee of the Institute shall report to the competent authority if any member of his family is engaged in a trade or business or owns or manages an insurance agency or commission agency.

(3) No employee of the Institute shall, without the previous sanction of the competent authority, except in the discharge of his official duties, take part in the registration, promotion or management of any bank or other company which is required to be registered under the Companies Act, 1956 (1 of 1956) or other

(4) No employee of the Institute may accept any fee or any pecuniary advantage for any work done by him for any public body or any private person without the sanction of the competent Authority.

Rule 14. Investment, Lending & Borrowing

No employee shall, save in the ordinary course of business with a Bank, the Life Insurance Corporation, or a firm of standing, borrow money from or lend money to or otherwise place himself under pecuniary obligation to any person with whom he has or is likely to have official dealings or permit any such borrowing, lending or pecuniary obligation in his name or for his benefit or for the benefit of any member of his family or he purchases or permits any member of his family.

Rule 15. Insolvency and Habitual Indebtedness

- (1) An employee of the Institute shall avoid habitual indebtedness unless he proves that such indebtedness or insolvency is the result of circumstances beyond his control and does not proceed from extravagance or dissipation.
- (2) An employee of the Institute who applies to be, or is adjudged or declared insolvent shall forthwith report the fact to his competent authority.

Rule 16. Movable, Immovable and Valuable Property

- (1) No employee of the Institute shall, except with the previous knowledge of the competent authority, acquire or dispose of any immovable property by lease, mortgage, purchase, sale, gift or otherwise, either in his own name or in the name of any member of his family.
- (2) No employee of the Institute shall, except with the previous sanction of the competent authority, enter into any transaction concerning any immovable or movable property with a person or a firm having official dealings with the employee or his subordinate.
- (3) Every employee of the Institute shall report to the competent authority every transaction concerning movable property owned/acquired/inherited or held by him in his own name or in the name of a member of his family, within one month from the date of such transaction, if the value of such property exceeds Rs. 15,000/- in case of employees in the executive category, and Rs. 10,000/- in case of employees in other categories.
- (4) Every employee shall, on first appointment in the Institute, submit a return of assets & liabilities in the prescribed form giving the particulars regarding :
 - (a) The immovable property inherited by him, or owned or acquired by him or held by him on lease or mortgage, either in his own name or in the name of any member of his family or in the name of any other person.
 - (b) Shares, Debentures & Cash including Bank deposits inherited by him or similarly owned or acquired or held by him.

- (c) Other movable property inherited by him or similarly owned, acquired or held by him if the value of such property exceeds Rs. 15,000/- in case of employees in the executive categories and Rs. 10,000/- in case of employees in other categories.
- (d) Debts & other liabilities incurred by him directly or indirectly.
- (5) (a) The competent authority may, at any time by general or special order ask an employee to submit, within a period specified in the order, a full & complete statement of such movable or immovable property held or acquired/ owned/ inherited by him or on his behalf or by any member of his family as may be specified in the order. Such statement shall, if so required by the competent authority, include details of the means by which, or the source from which such property was acquired.
- (b) Every employee shall, beginning 1st January, submit a return of immovable property inherited/owned/acquired once in every 2 years.
- (c) Every employee shall send an intimation regarding transaction in Shares, Securities, Debentures or Mutual Fund Schemes etc. held by him to the competent authority in case the total transaction exceed Rs. 50,000/- during a calendar year.

Rule 17. Canvassing of Non-Official or other influence

No employee shall bring or attempt to bring any outside influence to bear upon any superior authority to further his interests in respect of matters pertaining to his service in the Institute.

Rule 18. Marriages

(1) No Employee shall enter into, or contract a marriage with a person having a spouse living;

and

(2) No employee, having a spouse living, shall enter into or contract, a marriage with any person :

Provided that the competent authority may permit an employee to enter into or contract any such marriage as is referred to in clause (1) or clause (2), if he is satisfied that :

a) such marriage is permissible under the personal law applicable to such employee & other party to the marriage;

or

b) in the opinion of the competent authority good and sufficient reasons exist for doing so.

(3) an employee who has married or marries a person other than that of Indian Nationality, shall forthwith intimate the fact to Institute.

Rule 19. Consumption of Intoxicating Drinks & Drugs

An employee of the Institute shall:

- a) strictly abide by any law relating to intoxicating drinks or drugs in force in any area in which he may happen to be for the time being;
- b) not be under the influence of any intoxicating drink or drug during the course of this duty and shall also take due care that the performance of his duties at any time is not affected in any way by the influence of such drink or drug;
- c) refrain from consuming any intoxicating drink or drug in a public place;
- d) not appear in a public place in a state of intoxication;
- e) not use any intoxicating drink or drug to excess.

Rule 19A. Observance of small Family Norms

Every employee should ensure that the national policy in this regard is observed.

Rule 20. Suspension

- (1) The appointing authority or any authority to which it is subordinate or the disciplinary authority or any other authority empowered in that behalf by the Board of Governors by general or special order may place an employee under suspension:
 - (a) Where a disciplinary proceeding against him is contemplated or is pending.
 - or
 - (b) Where a case against him in respect of any criminal offence is under investigation or trial.
- (2) An employee who is detained in custody, whether on criminal charge or otherwise, for a period exceeding 48 hours shall be deemed to have been suspended with effect from the date of detention, by an order of the appointing authority & shall remain under suspension until further orders.
- (3) Where a penalty of dismissal or removal from service imposed upon any employee under suspension is set aside on appeal or on review under these rules & the case is remitted for further inquiry or action or with any other directions, the order of his suspension shall be deemed to have continued in force on & from the date of the original order of dismissal or removal & shall remain in force until further orders.

- (4) Where a penalty of dismissal or removal from service imposed upon an employee is set aside or declared or rendered void in consequence of or by a decision of a court of law & the disciplinary authority, on consideration of the circumstances of the case, decides to hold a further inquiry against him on the allegations on which the penalty of dismissal or removal was originally imposed, the employee shall be deemed to have been placed under suspension by the appointing authority from the date of the original order of dismissal or removal & shall continue to remain under suspension, until further orders.
- (5) An order of suspension made or deemed to have been made under this Rule may at any time be revoked by the authority which made or is deemed to have made the order or by an authority to which that authority is subordinate.

Rule 21. Subsistence Allowance

- (1) An employee under suspension shall be entitled to draw subsistence allowance equal to 50 per cent of his basic pay provided the disciplinary authority is satisfied that the employee is not engaged in any other employment or business or profession or vocation. In addition, he shall be entitled to Dearness Allowance admissible on such subsistence allowance & any other compensatory allowance of which he was in receipt on the date of suspension provided the suspending authority is satisfied that the employee continues to meet the expenditure for which the allowance was granted.
- (2) Where the period of suspension exceeds six months, the authority which made or is deemed to have made the order of suspension shall be competent to vary the amount of subsistence allowance for any period subsequent to the period of the first six months as follows :
 - (i) the amount of subsistence allowance may be increased to 75 per cent of basic pay & allowances thereon if, in the opinion of the said authority, the period of suspension has been prolonged for reasons to be recorded in writing not directly attributable to the employee under suspension.
 - (ii) the amount of subsistence allowance may be reduced to 25 per cent of basic pay & allowances thereon if in the opinion of the said authority, the period of suspension has been prolonged due to the reasons to be recorded in writing, directly attributable to the employee under suspension.
- (3) If an employee is arrested by the police on a criminal charge and bail is not granted, no subsistence allowance is payable. On grant of bail, if the competent authority decides to continue the suspension, the employee shall be entitled to subsistence allowance from the date he is granted bail.

Rule 22. Treatment of the period of Suspension

- (1) When the employee under suspension is reinstated, the competent authority may grant to him the following pay & allowances for the period of suspension :
 - (a) if the employee is exonerated and not awarded any of the penalties mentioned in Rule 23, the full pay & allowances which he would have been entitled to, if he had not been suspended, less the subsistence allowance already paid to him;

and
 - (b) if otherwise, such proportion of pay & allowances as the competent authority may prescribe.
- (2) In a case falling under sub-clause (a) the period of absence from duty will be treated as a period spent on duty. In case falling under sub-clause (b) it will not be treated as a period spent on duty unless the competent authority so directs.

Rule 23. Penalties

The following penalties may be imposed on an employee, as hereinafter provided for misconduct committed by him or for any other good & sufficient reasons.

Minor Penalties

- (a) Censure;
- (b) Withholding of increments of pay with or without cumulative effect;
- (c) Withholding of promotion;
- (d) Recovery from pay or such other amount as may be due to him, of the whole or part of any pecuniary loss, caused to the Company by negligence or breach of orders. Major Penalties
- (e) reduction to a lower grade or post, or to a lower stage in a time scale;
- (f) removal from service which shall not be a disqualification for future employment;
- (g) dismissal

Explanation : The following shall not amount to a penalty within the meaning of this rule :

- (i) withholding of increment of an employee on account of his work being found unsatisfactory or not being of the required standard, or for failure to pass a prescribed test or examination;
- (ii) stoppage of an employee at the efficiency bar in a time scale, on the ground of his unfitness to cross the bar;

- (iii) non-promotion, whether in an officiating capacity or otherwise, of an employee, to a higher post for which he may be eligible for consideration but for which he is found unsuitable after consideration of his case;
- (iv) reversion to a lower grade or post of an employee officiating in a higher grade or post, on the ground that he is considered, after trial to be unsuitable for such higher grade or post, or on administrative grounds unconnected with his conduct;
- (v) reversion to his previous grade or post, of an employee appointed on probation to another grade or post, during or at the end of the period of probation, in accordance with the terms of his appointment;
- (vi) termination of service;
 - (a) of an employee appointed on probation during or at the end of the period of probation, in accordance with the terms of his appointment;
 - (b) of an employee appointed in a temporary capacity otherwise than under a contract or agreement, on expiry of the period for which he was appointed, or earlier in accordance with the terms of his appointment;
 - (c) of an employee appointed under a contract or arrangement in accordance with the terms of such contract or arrangements; and,
 - (d) of any employee on reduction of establishment.

Rule 23A.

- (i) If the disciplinary Authority decides to initiate disciplinary proceedings against an official on the charge of preferring fraudulent LTC claims and if he is inflicted with any of the penalty under Institute Rules he will not be allowed to avail LTC or encashment of LTC during the next two sets in addition to the set withheld during the pendency of proceedings.
- (ii) If the official is fully exonerated of the charge, he will be allowed to avail the LTCs withheld earlier, as per Institute Rules. However, he should avail the LTC before his superannuation.

Rule 24. Disciplinary Authority

The Disciplinary authority specified as under or any authority higher than it, may impose any of the penalties specified in Rule 23 on any employee.

- 3) For all employees Vice Chancellor
- 4) For Vice Chancellor Board of Governors

Rule 25. Procedure for Imposing Major Penalties

- (1) No order imposing any of the major penalties specified in Clause (e), (f) and (g) of rule 23 shall be made except after an inquiry is held in accordance with this rule.
- (2) Whenever the disciplinary authority is of the opinion that there are grounds for inquiring into the truth of any imputation of misconduct or misbehaviour against an employee, it may itself enquire into, or appoint any public servant or retired honest public servant (hereinafter called the Inquiry authority) to enquire into the truth thereof.
- (3) Where it is proposed to hold an inquiry, the disciplinary authority shall frame definite charges on the basis of the allegations against the employee. The charges, together with a statement of the allegations, on which they are based, a list of documents by which and a list of witnesses by whom, the articles of charge are proposed to be sustained, shall be communicated in writing to the employee, who shall be required to submit within such time as may be specified by the Disciplinary Authority (not exceeding 15 days), a written statement whether he admits or denies any of or all the articles of charge.

Explanation : It will not be necessary to show the documents listed with the charge-sheet or any other document to the employee at this stage.

- (4) On receipt of the written statement of the employee, or if no such statement is received within the time specified, an enquiry may be held by the Disciplinary Authority itself, or by any other public servant or retired servant appointed as an inquiry officer under sub-clause (2);

Provided that it may not be necessary to hold an enquiry in respect of the charges admitted by the employee in his written statements. The disciplinary authority shall, however, record its findings on each such charges.

- (5) Where the Disciplinary Authority itself enquires or appoints an inquiry authority for holding an inquiry, it may, by an order appoint a public servant to be known as the "Presenting Officer" to present on its behalf the case in support of the articles of charge.
- (6) The employee may take the assistance of any other servant but may not engage a legal practitioner for the purpose.

Provided that the employee shall not take assistance of a Servant who has two pending disciplinary cases on hand in which he has to function as Defence Assistant.

- 7) On the date fixed by the inquiry authority, the employee shall appear before the inquiry officer at the time, place and date specified in the notice. The inquiry authority shall ask the employee whether he pleads guilty or has any defence to make and if he pleads guilty to any of the articles of charge, the inquiry officer shall record the plea, sign the record and obtain the signature of the employee concerned thereon. The Inquiry officer shall return a finding of guilt in respect of those articles of charge to which the employee concerned pleads guilty.

(8) If the employee does not plead guilty, the inquiry officer shall adjourn the case to a later date not exceeding thirty days, after recording an order that the employee may, for the purpose of preparing his defence :

(i) inspect the documents listed with the charge-sheet;

(ii) submit a list of additional documents and witnesses that he wants to examine; and

(iii) be supplied with the copies of the statement of witnesses, if any, listed in The charge-sheet.

Note : Relevancy of the additional documents & the witness referred to in sub-clause 8 (ii) above will have to be given by the employee concerned and the documents and the witnesses shall be summoned if the Inquiry Officer is satisfied about their relevance to the charges under inquiry.

(9) The inquiry officer shall ask the authority in whose custody or possession the documents are kept, for the production of the documents on such date as may be specified.

(10) The officer in whose custody or possession the requisitioned documents are, shall arrange to produce the same before the inquiry authority on the date, place and time specified in the requisition notice :

Provided that the officer having the custody or possession of the requisitioned documents may claim privilege if the production of such documents will be against the public interest or the interest of the company. In that event, it shall inform the inquiry officer accordingly.

(11) On the date fixed for the inquiry, the oral and documentary evidence by which the articles of charge are proposed to be proved shall be produced by or on behalf of the disciplinary officer. The witnesses shall be examined by or on behalf of the Presenting Officer and may be cross-examined by or on behalf of the employee. The Presenting Officer shall be entitled to re-examine the witnesses on any points on which they have been cross-examined, but not on a new matter, without the leave of the inquiry officer. The inquiry officer may also put such questions to the witnesses as it thinks fit.

(12) Before the close of the prosecution case, the inquiry officer may, in its discretion, allow the Presenting Officer to produce evidence not included in the charge sheet or may itself call for new evidence or, recall or re-examine, any witness. In such case the employee shall be given opportunity to inspect the documentary evidence before it is taken on record, or to cross-examine a witness, who has been so summoned.

(13) When the case for the disciplinary authorities is closed, the employee may be required to state his defence, orally or in writing, as he may prefer, if the defence is made orally, it shall be recorded and the employee shall be required to sign the record. In either case a copy of the statement of defence shall be given to the Presenting Officer, if any, appointed.

- (14) The evidence on behalf of the employee shall then be produced. The employee may examine himself in his own behalf if he so prefers. The witnesses produced by the employee shall then be examined and shall be liable to cross-examination, re-examination and examination by the inquiry officer according to the provision applicable to the witnesses for the disciplinary authority.
- (15) The inquiry officer may after the employee closes his case, and shall if the employee as not examined himself, generally question him on the circumstances appearing against him in the evidence for the purpose of enabling the employee to explain any appearing in the evidence against him.
- (16) After the completion of the production of the evidence the employee and the Presenting Officer may file written briefs of their respective cases within 15 days of the date of completion on the production of evidence.
- (17) If the employee does not submit the written statement of defence referred to in sub-rule (3) on or before the date specified for the purpose or does not appear in person, or through the assisting officer or otherwise fails or refuses to comply with any of the provisions of these rules, the inquiry officer may hold the enquiry ex-parte.
- (18) Whenever any inquiry officer after having heard, recorded the whole or any part of the evidence in an inquiry ceases to exercise jurisdiction therein; and is succeeded by other inquiry officer which has, and which exercises, such jurisdiction, the inquiry officer so succeeding may act on the evidence so recorded by its predecessor, or partly recorded by its predecessor and partly recorded by itself.

Provided that if the succeeding inquiry officer is of the opinion that further examination of any of the witnesses whose evidence has already been recorded is necessary in the interest of justice, it may recall, examine, cross examine, and re-examine any such witnesses as hereinbefore provided.

- (19) (i) After the conclusion of the inquiry, report shall be prepared & it shall contain :
- (a) a gist of the articles of charge and the statement of the imputations of misconduct or misbehaviour;
 - (b) a gist of the defence of the employee in respect of each article of charge;
 - (c) an assessment of the evidence in respect of each article of charge.
 - (d) The findings of each article of charge and the reasons thereof.

Explanation : If, in the opinion of the inquiry authority, the proceedings of the inquiry establish any article of charge different from the original articles of the charge, it may record its findings on such article of charge :

Provided that the findings on such articles of charge shall not be recorded unless the employee has either admitted the facts on which such article of charge is based or has had a reasonable opportunity of defending himself against such article of charge.

- (i) The inquiry authority, where it is not itself the disciplinary authority shall forward to the disciplinary authority the records of inquiry which shall include;
 - (a) the report of the inquiry prepared by it under sub-clause (i) above;
 - (b) the written statement of defence, if any, submitted by the employee referred to in sub-rule (13);
 - (c) the oral and documentary evidence produced in the course of the enquiry;
 - (d) written briefs referred to in sub-rule (16) if any; and
 - (e) the orders, if any, made by the disciplinary authority and the inquiry officer in regard to the inquiry.

Rule 26. Action on the Inquiry Report

- (1) The disciplinary authority, if it is not itself the inquiry officer may, for reasons to be recorded by it in writing remit the case to the inquiry authority for fresh or further inquiry and the inquiry authority shall thereupon proceed to hold the further inquiry according to the provisions of Rule 25 as far as may be.
- (2) The disciplinary authority shall, if it disagrees with the findings of the inquiry officer on any article of charge, record reasons for such disagreement and record its own findings on such charge, if the evidence on record is sufficient for purpose.
- (3) If the disciplinary authority having regard to its findings on all or any of the articles of charge is of the opinion that any of the penalties specified in Rule 23 should be imposed on the employee it shall, notwithstanding anything contained in Rule 27, make an order imposing such penalty.
- (4) If the disciplinary authority having regard to its findings on all or any of the articles of called for, it may pass an order exonerating the employee concerned.

Rule 27. Procedure for imposing Minor penalties

- (1) Where it is proposed to impose any of the minor penalties specified in clauses (a) to (d) of Rule 23, the employee concerned shall be informed in writing of the imputations of misconduct or misbehaviour against him and given an opportunity to submit his written statement of defence within a specified period, not exceeding 15 days. The defence statement, if any submitted by the employee shall be taken into consideration by the disciplinary authority before passing orders.
- (2) The record of the proceedings shall include;
 - (i) a copy of the statement of imputations of misconduct or misbehaviour delivered to the employee;
 - (ii) his defence statement, if any; and
 - (iii) the order of the disciplinary authority together with the reasons thereof.

Rule 28. Communication of Order

- (1) Orders made by the disciplinary authority under Rule 26 or 27 shall be communicated to the employee concerned, who shall also be supplied with its finding on each article of charge along with a copy of the report of enquiry; and
- (2) Where Disciplinary Authority disagrees with the findings of the Inquiry Officer, the reason for such disagreement and its own findings shall also be communicated to the employee.

Rule 29. Common Proceedings

Where two or more employees are concerned in a case, the authority competent to impose a major penalty on all such employees may make an order directing that disciplinary proceedings against all of them may be taken in a common proceedings and the specified authority may function as the disciplinary authority for the purpose of such common proceedings.

Rule 30. Special Procedure in Certain Cases

Notwithstanding anything contained in Rule 25 or 26 or 27, the disciplinary authority may impose any of the penalties specified in Rule 23 in any of the following circumstances.

- (i) the employee has been convicted on a criminal charge, or on the strength of facts or conclusions arrived at by a judicial trial; or
- (ii) where the disciplinary authority is satisfied for reasons to be recorded by it in writing that is not reasonably practicable to hold an enquiry in the manner provided in these Rules; or
- (iii) where the disciplinary authority is satisfied that in the interest of the security of the corporation/company, it is not expedient to hold an enquiry in the manner provided in these rules.

Rule 31. Employees on deputation from the Central Government or the State Government etc.

- (i) Where an order of suspension is made or disciplinary proceeding is initiated against any employee, who is on deputation to the Institute from the Central or State Government or another public undertaking or a local authority, the authority lending his services (hereinafter referred to as the "Lending Authority") shall forthwith be informed of the circumstances leading to the order of his suspension, or the commencement of the disciplinary proceeding, as the case may be.
- (ii) In light of the findings in the disciplinary proceeding taken against the employee
 - (a) If the Disciplinary Authority is of the opinion that any of the minor penalties should be imposed on him, it may pass such orders on the case as it deems necessary after consultation with the lending Authority.

Provided that in the event of a difference of opinion between the disciplinary and the Lending Authority, the services of the employee shall be placed at the disposal of the Lending Authority.

- (c) If the Disciplinary Authority is of the opinion that nay of the major penalties should be Imposed on him, it should place his services at the disposal of the Lending Authority and transmit to it the proceedings of the enquiry for such action as it deems necessary.
- iii) If the employee submits an appeal against an order imposing a minor penalty on him under sub rule (ii)(a), it will be disposed off after consultation with the Lending Authority. Provided that if there is a difference of opinion between the Appellate Authority and the Lending Authority, the services of the employees shall be placed at the disposal of the Lending Authority, and the proceedings of the case shall be transmitted to the authority for such action as it deems necessary.

Rule 32. Appeals

- (1) An employee other than faculty members and Vice Chancellor may appeal against an order imposing upon him any of the penalties specified in Rule 23 or against the order of suspension referred to in Rule 20. The appeal shall lie to the Vice Chancellor.
- (2) The faculty members may appeal to the Vice Chancellor.
- (3) The Vice Chancellor may appeal to the Board of Governors.
- (4) An appeal shall be preferred within one month from the date of communication of the order appealed against. The appeal shall be addressed to the Appellate Authority specified in the Annexure-I and submitted to the authority whose order is appealed against. The authority whose order is appealed against shall forward the appeal together with its comments and the records of the case to the appeal authority within 15 days. The appellate authority shall consider whether the findings are justified or whether the penalty is excessive or inadequate and pass order confirming, enhancing, reducing or setting aside the penalty, or remitting the case to the authority which imposed the penalty or to any other authority with such direction as it may deem fit in the circumstances of the case. Provided that if the enhanced penalty which the appellate authority proposes to impose is a major penalty specified in clause (e), (f) and (g) of Rule 23 and an inquiry as provided in Rule 25 has not already been held in the case, the appellate authority shall direct that such an enquiry be held in accordance with the provisions of Rule 25 and thereafter consider the record of the inquiry and pass such orders as it may deem proper. If the appellate authority decides to enhance the punishment but an enquiry has already been held as provided in Rule 25, the appellate authority shall give a show cause notice to the employee as to why the enhanced penalty should not be imposed upon him. The appellate authority shall pass final order after taking into account the representation, if any, submitted by the employee.

Rule 33. Review

Notwithstanding anything contained in these rules, the Governing Council of the Institute may either on its own motion or on the application of the employee concerned, call for the record of the case within six months of the date of the final order and after reviewing the case pass such orders thereon as it may deem fit.

Provided that if the enhanced penalty, which the reviewing authority proposes to impose is a major penalty specified in clause (e), (f) or (g) of Rule 23 and an enquiry as provided under Rule 25 has not already been held in these cases, the reviewing authority shall direct that such an enquiry be held in accordance with the provisions of Rule 25 and thereafter consider the record of the enquiry and pass such orders as it may deem proper. If the appellate

authority decides to enhance the punishment with the provisions of Rule 25, the reviewing authority shall give show-cause notice to the employee as to why the enhanced penalty should not be imposed upon him. The reviewing authority shall pass final order after taking into account the representation, if any, submitted by the employee.

Provided further that no review on the request of the employees shall commence until the expiry of the period of limitation for an appeal or the disposal of the appeal where such appeal has been preferred.

An application for review shall be dealt with in a manner as if it were an appeal under these rules.

Rule 34. Service of Orders, Notice etc.

Every order, notice and other process made or issued under these rules shall be served in person on the employee concerned or communicated to him by registered post at his last known address.

Rule 35. Power to Relax Time Limit and to Condone Delay

Save as otherwise expressly provided in these rules the authority competent under these rules to make any order may, for good and sufficient reasons or if sufficient cause is shown, extend the time specified in these rules for anything required to be done under these rules or condone any delay.

Rule 36. Savings

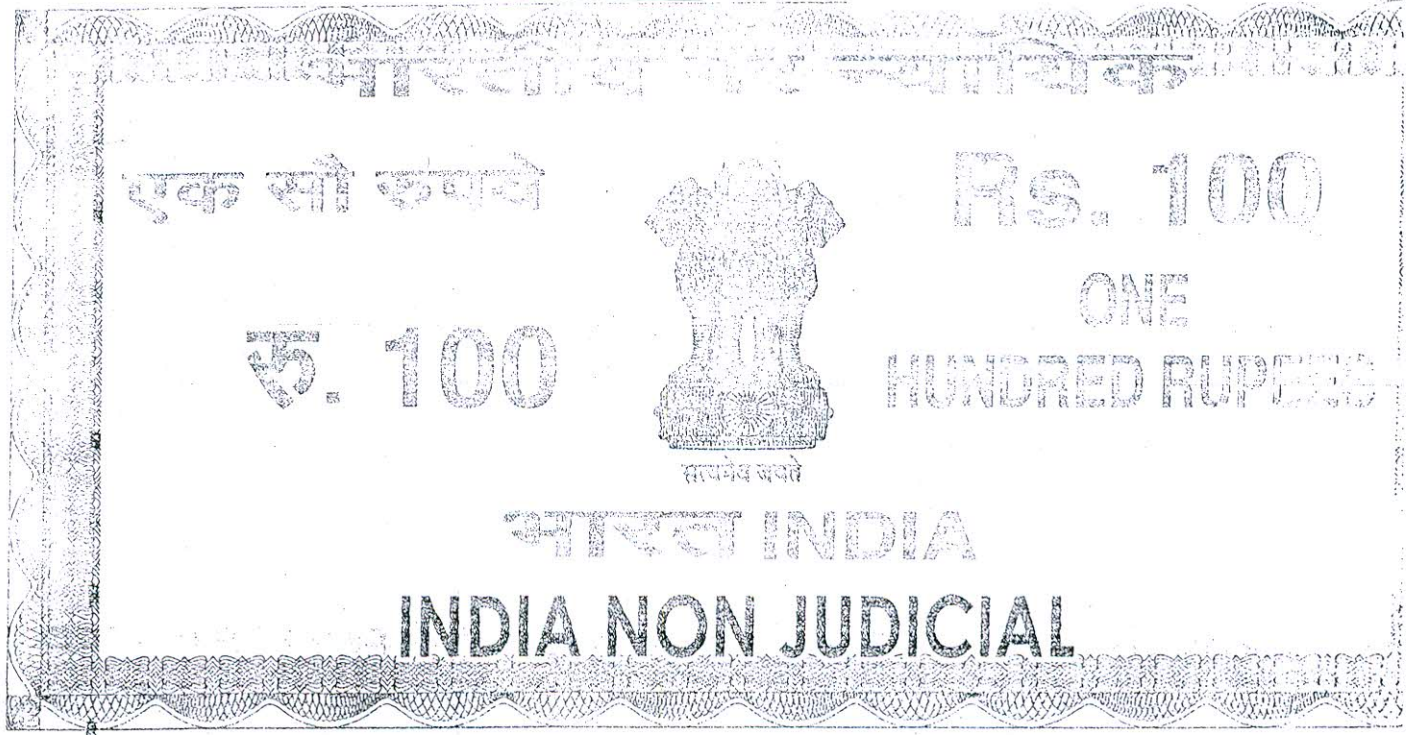
- (1) Nothing in these rules shall be construed as depriving any person to whom these rules apply, of any right of appeal which had accrued to him under the rules which have been superseded by these rules.
- (2) An appeal pending at the commencement of these rules against an order made before the commencement of these rules shall be considered and orders thereon shall be made, in accordance with these rules.

(3) The proceedings pending at the commencement of these rules shall be continued and disposed as far as may be, in accordance with the provisions of these rules, as if such proceedings were proceedings under these rules.

(5) Any misconduct etc. committed prior to the issue of these rules shall be deemed to be a misconduct under these rules.

ANNEXURE- VII

(Item No: 46.13)



झारखण्ड JHARKHAND

B 4967

This Memorandum of Understanding (this "MoU") entered at RANCHI on this day, the 16th of August 2012 by and between;

Handwritten initials
purpose,

Handwritten signature

Western College for Management & Technology Private Limited , a Limited Liability Company, *for ed* under the approval of Board of Investment of Sri Lanka, having its registered office at No 54, Galle Road, Mount Lavinia, Sri Lanka, represented by Dr. Sudhir Kartha being the Initial Director and the Sole Shareholder (as per Annexure 'B' herein) (hereinafter referred to as "WCMT", which expression shall, unless be repugnant to the context and meaning hereof mean and include its successors and permitted assigns and such other subsidiaries, affiliates or entities controlled by WCMT") of the FIRST PART;

AND

BIRLA INSTITUTE OF TECHNOLOGY, MESRA, RANCHI, INDIA, a Deemed to be University under the Provisions of Section 3 of the University Grants Commission Act, 1956 (the "UGC Act") having its Administrative and Head office at Mesra, Ranchi - 835 215., Jharkhand State, India., represented by

Handwritten signature: Sudhir Kartha

Handwritten signature

Dr. D. Gunasekaran, Registrar (hereinafter referred to as "BIT", which expression shall, unless be repugnant to the context and meaning hereof mean and include its duly appointed representatives, successors, permitted assigns and such other associates, appointees, affiliates or entities as are controlled by BIT") of the OTHER PART;

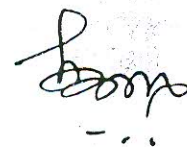
WCMT and BIT shall be hereinafter collectively referred to as the "Parties" and individually as the "Party" for the sake of brevity where the context shall so require.

RECITALS

WHEREAS;

- A) Western College for Management & Technology (Private) Limited, WCMT Campus Sri Lanka having its registered administrative office and the campus at No 54, Galle Road Mount Lavinia, Sri Lanka, which is a BOI (Board of Investment of Sri Lanka) Approved venture, is a part of the KES Group of Institutions, a Global Education Group, with significant experience in delivering transnational education across India, UAE, and in Sri Lanka.
- B) BIT is a Premier Deemed University of India established in the year 1955 and offering academic programs at the Undergraduate, Post graduate and Doctoral level in the domains of Engineering & Technology, Applied Sciences, Computer Applications, Business Management, Architecture & Pharmaceutical Sciences through its Central Campus at Mesra, Ranchi, India and several Extension Campuses. BIT has been consistently ranked amongst prominent Institutes in the country and its Degrees are valued the world over and also enjoys the status of a "Deemed to be University" under the provisions of Section 3 of the UGC Act 1956;
- C) WCMT has proposed an association with BIT in Sri Lanka where WCMT shall serve as the Local Strategic Operator for establishment of a BIT Off-Shore Campus in Sri Lanka. After discussions between WCMT and BIT representatives, the Parties have, in principle, agreed

 S. Karthi



that BIT and WCMT shall work together towards establishment of a BIT Off Shore Campus in Sri Lanka.

D) WCMT and BIT wish to formalize their MoU and all the terms as agreed by the Parties with regard to operation, running and management of the Sri Lanka Off-shore Campus of BIT.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND PROMISES CONTAINED HEREIN, THE PARTIES AGREE AND RECORD THEIR UNDERSTANDING AS FOLLOWS

1. SCOPE AND PURPOSE

1.1 WCMT shall serve as the Strategic Partner whereas BIT shall serve as the Academic Operator. WCMT shall invest its resources (financial, corporate expertise, international network, education related technology etc.) in the said venture.

1.2 BIT, as the Academic Support provider shall offer programmes in Engineering, Management and other Professional Courses from amongst those as laid out in detail in Annexure A. Other programmes as would be agreed upon by the Parties may be offered on the basis of needs of the region.

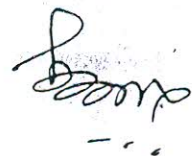
2. ROLES AND OBLIGATIONS

2.1 WCMT'S ROLE AND OBLIGATION

2.1.1 WCMT, shall obtain all such permission or licenses as may be required to by the Sri Lankan Government to establish and manage an academic Institution with academic support of BIT and it shall duly renew the same from time to time;

2.1.2 WCMT shall invest for establishing at the Sri Lanka Campus complete academic facility for academic & administrative infrastructure, and rent and other charges (If any);

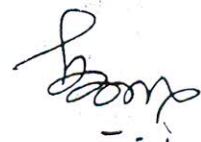
2.1.3 Creation and maintenance of all academic infrastructure for conduct of such academic programmes that may be offered by BIT at Sri Lanka Campus. The norms of the University Grants Commission (MHRD, Government of India) for



such infrastructure shall be fully applicable in this respect. Facilities thus created shall include, inter alia, furnished classrooms, laboratories and workshops, computer labs with required software, library, other academic spaces for seminars/tutorials well equipped with audio-visual facilities, auditorium, faculty staff cubicles well equipped with office furniture and other necessary facilities in full conformity with MHRD/UGC/AICTE norms as required by BIT and Sri Lanka Authorities for conduct of the offered programmes.

- 2.1.4 WCMT shall make payment to BIT of University Enrollment Fee and Examination Fee, being a component of the Fee charged, as defined elsewhere in this MoU.
- 2.1.5 WCMT shall install, in the Sri Lanka Campus, a highly ethical and transparent administrative structure for efficient and effective management of the Campus.
- 2.1.6 WCMT in consultation with BIT shall deploy technology and systems to efficiently manage the administration of the Sri Lanka Campus which includes admission procedure, fees collection, faculty management, time table management, examination management, hostel management, payroll of teaching and non-teaching staff, library management, laboratory and management of assets etc.
- 2.1.7 WCMT shall generate such MIS report as maybe mutually agreed between WCMT and BIT for various control mechanism to ensure effective and efficient functioning of the BIT Programmes at Sri Lanka Campus.
- 2.1.8 WCMT shall be responsible for incurring all Capital and Revenue expenses related to the Sri Lanka Campus including, but not limited to, salary and compensation of faculty and staff, the annualizes statutory benefits, all expenditure on infrastructure creation and maintenance and legal/other expenses, if any.

S. P. Kartha



2.1.9 WCMT shall adhere to the financial/other obligations as may be necessary under the laws of Sri Lanka towards unhindered conduct of the academic process at BIT Sri Lanka Campus.

2.1.10 WCMT shall pay expenses salaries, incentives and compensation to the staff (teaching –non teaching) as may be assigned through BIT or recruited directly under the screening process of BIT as full time or as visiting at such salary scales as mutually agreed with BIT.

BIT'S ROLE AND OBLIGATION

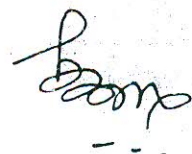
2.1.11 BIT shall offer such professional courses in the field of Engineering and Technology, Architecture, Computer Applications & Business Management as per Annexure 'A' and others as may be mutually agreed with WCMT for the Sri Lanka campus.

2.1.12 BIT shall make available such requisite full-time faculty for the said courses as may be required from India or alternatively support screening and recruitment of faculty having BIT standards available in Sri Lanka. BIT shall also provide all such inputs as may be necessary towards establishing the laboratories at the Sri Lanka Campus. Travel expenses, salaries and allowances, as agreed between the Parties, shall be payable by WCMT:

2.1.13 BIT shall discuss and advise WCMT on the Infrastructure requirements at Sri Lanka Campus so as to meet the requirements of UGC/AICTE and any other Indian Regulatory Authority as may be applicable for the BIT Off-Shore Campus at Sri Lanka, from time to time.

2.1.14 BIT shall, after the Campus becomes fully functional and meets the minimum requirements as stipulated by the regulatory bodies, shall submit an application to UGC India, seeking for approval of the BIT Off Shore Campus, Sri Lanka.


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2.1.15 BIT shall conduct routine tests, regular, annual, terminal, semester examinations including *viva* /practical as per its standards and rules. It would also issue Grade Cards, Transcripts and Degrees to the successful students identical to those issued in India.

2.1.16 BIT shall extend to students at the Sri Lanka Campus access to avail the benefits of BIT's international collaborations with major institutions in US, UK, Canada, Europe etc to the extent permissible.

2.1.17 The course and programs as offered by BIT at the Sri Lanka Campus shall be approved by the Technical Council of BIT.

3. REVENUE SHARING STRUCTURE

3.1 WCMT shall be responsible for Collection of Fee and other dues from the students admitted to the academic programme at the Sri Lanka Campus. The Fee Structure for the academic programmes offered by BIT shall be decided jointly by WCMT & BIT.

3.2 WCMT shall pay to BIT 15% of the tuition fee and 80% of the examination fee collected from all registered students of BIT Programmes at the Sri Lanka Campus or INR 75 lacs per year, whichever is more.

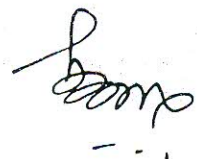
3.3 The tuition as well as the examination fee shall be payable to BIT in two installments, within 15 days from the date of commencement of each semester.

3.4 WCMT shall provide a certified statement of fee as collected, for BIT Programmes, to BIT, on a periodic basis.

3.5 In view of the fact that the academic programmes are being launched at the very final phase of the admission cycle for the current year and that at least a year shall have to be invested in promoting the Institute, the revenue sharing model shall commence from the academic year 2013-14. The first installment of Tuition Fee and Exam Fee component as per 3.2 above, shall thus be payable to BIT at the commencement of Semester in September 2013.



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3.6 WCMT shall reimburse all such expenses that BIT may incur towards travel, stay and other such expenses of BIT officials to Sri Lanka that may be necessary towards the furtherance of this centre from time to time.

3.7 As BIT will be required to apply for establishment of this Centre to UGC India which shall entail payment of application fee, it is agreed that WCMT shall bear 50% of such fee.

4. Institute Advisory Council (IAC)

4.1 An Advisory Council shall be formed for providing guidelines towards transparent, efficient and effective working of the campus. This shall be formed with 9 (Nine) members as follows;

- a. 2 nominees of BIT.
- b. 3 nominees of WCMT.
- c. One nominee from the industry.
- d. One nominee of Ministry (if so mandated)
- e. One faculty of the Campus
- f. Director, BIT Off Shore Campus, who shall be the Member Secretary.

Chairman shall be by rotation from amongst the BIT or WCMT nominees.

4.2 This Council is for WCMT-BIT MoU and its scope shall be limited towards the BIT Off Shore Campus Sri Lanka and not for other programmes that may be offered by WCMT in association and affiliation with any other partners.

4.3 The Council shall meet at least 4 (Four) times in a year and shall form all such policy guidelines as may be necessary for effective functioning of the Centre. Rules and regulations of the Centre shall be passed by the IMC.

4.4 A copy of the Annual Budget, business plan and the Statement of Accounts would be submitted to the Council.

4.5 All partners shall extend full cooperation whenever a team from the UGC/any other a statutory body from India or the UAE may visit the Centre.

4.6 The Director of the BIT Off Shore Campus, Sri Lanka shall be the Academic Head of the Campus and all academic powers shall vest in him under the overall guidance of the Technical Council of BIT, headed by the Vice Chancellor, BIT. Examination Cell, Academic Coordination, Library, Student Activities and Academic Departments and offices shall be working under his guidance and supervision.

4.7 WCMT shall appoint the Head of Administration who shall be the administrative Head with Departments like Marketing, HR, General Admin, Accounts & Finance and all non-academic staff shall be working under his supervision and control.



4.8 For the purpose of effective coordination between the academic and administrative Divisions, two Committees shall be formed, namely Academic Committee and Administrative Committee.

4.9 The Academic Committee shall have the Director BIT Off Shore Campus as Chairman along with 3 faculty members and one Head Administration or his nominee as members. The academic committee shall , on a regular basis, review and deliberate on all academic matters and may submit proposals to the Technical Council BIT, India under information to the IAC Sri Lanka Campus.

4.10 The Administrative Committee shall have the Director Administration and 3 other members along with the Director BIT Off Shore Campus or his nominee as member. The Administrative Committee shall , on a regular basis, review and deliberate on all administrative matters and shall report to the management of WCMT with information to the IAC, Sri Lanka Campus.

5 EFFECTIVENESS, TERM AND TERMINATION

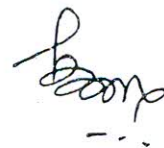
5.1 This MoU shall take effect from 16th of August 2012.

5.2 If this MoU becomes effective, it shall continue in full force and effect for a period of 5 years from the effective date.

5.3 In the event of breach by either Party of its obligation under this MoU, the non-breaching Party without prejudice to any other rights may terminate this MoU by giving to the breaching Party a minimum of 90 (Ninety) days prior written notice to cure such, breach and then terminate the MoU if the breach remains uncured.

5.4 In the event that this MoU between the two parties is terminated for any reason whatsoever, both parties will continue to work in a spirit of cooperation to ensure that all enrolled students are serviced till completion of the respective semester. No new intake will be taken thereafter. However, if this is not possible, or /and for the completion of the remaining programme of study:

- a) WCMT will facilitate the transfer of the students to existing local institutions offering similar academic programmes where they can complete a degree in the same subject area.



b) Students may be given the option of seeking transfer to Off-Shore Campuses of BIT at Muscat or Ras al Khaimah, UAE, subject to similar course offerings at those Centres.

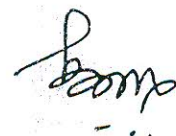
c) Students will be given the option to continue the remaining part of their programme at the Western International College , RAK, UAE Campus (a part of the KES group- holding company of WCMT) , where students will continue to be taught on till graduation. Students will be charged the same fee that they were while at WCMT, Colombo. WCMT shall get an undertaking to this effect from the management of the Western International College, RAK, UAE. Western International College shall also undertake to provide all infrastructure and other facilities as would be required for the conduct of the remaining part of the academic programmes.

5.5 This MoU does not create any agency or franchise arrangement. Its purpose is establishment of an Off-Shore Campus of BIT with WCMT as Strategic Partner and BIT as the Academic Operator. The academic programmes thus conducted shall be, by and under the academic governance, of the academic council of the University that is BIT.

6 PROPRIETARY/CONFIDENTIAL INFORMATION

6.2 Parties acknowledge that proprietary and confidential information may be disclosed to each other throughout the duration of this MoU. Each party agrees that it will be bound to treat the proprietary or confidential information of the other party as it would treat its own confidential or proprietary information and, specifically, not to disclose the information to any third party except:

- (a) Information which at the time of disclosure is in the public domain;
- (b) Information which, at the time of disclosure is published or otherwise becomes part of the public domain through no fault of the party claiming that the information is not proprietary/confidential.



(c) Information which the party claiming that such information is not of proprietary/confidential nature can show that it was in its possession at the time of disclosure and was not subject to any restriction of confidentiality.

(d) Information which the party claiming that such information is not proprietary /confidential can show was received by it after the time of disclosure hereunder from any third party who did not require the party claiming that the information is not proprietary /confidential to hold it in confidence and who had a legal right to make such disclosure.

6.3 Parties agree not to assert inherent disclosure of trade secrets and unpublished copyright by virtue of publication of object and/or executable software.

7 INTELLECTUAL PROPERTY

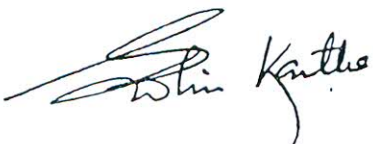
All rights including Copyrights, Trade Marks and Patents related to the Content and software as created and owned by both the parties shall vest with them respectively. This MoU shall not be construed to mean any transfer of any such rights from either Party at the time of entering into this MoU. Each Party shall continue to hold and own their respective rights over their respective Intellectual Property and the rights over it as it did at the time of entering into this MoU.

8 ANNOUNCEMENTS

The timing and content of any announcements, press releases or public statements concerning the discussions contemplated herein will be subject to the written approvals and consents from both Parties.

9 GENERAL PROVISIONS

9.2 Force Majeure. If either Party shall be prevented from performing any portion of this MoU (except the payment of money) by causes beyond its control, including employee disputes, civil commotion, war, governmental regulations or controls, casualty, inability to obtain

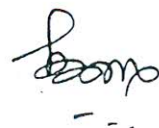


materials or services or acts of God, such defaulting party shall be excused from performance for the period of the delay and for a reasonable time thereafter. The Parties shall use their best efforts under the circumstances to avoid and remove such causes of non-performance and shall proceed to perform with reasonable dispatch whenever such causes are removed or cease.

9.3 **Jurisdiction.** This MoU and any claim, action, suit, proceeding or dispute arising out of this MoU shall in all respects be governed by, and interpreted in accordance with the substantive laws of India. Venue for any actions arising under this MoU shall vest exclusively in the courts of general jurisdiction of Ranchi. In the event of either party approaching a Court for interim or injunctive relief, the application shall be subject to the exclusive jurisdiction of the Ranchi High Court.

9.4 **Dispute Resolution.** In case any dispute or difference shall at any time arise between **Parties** as to the meaning or effect of this MoU or any clause or thing contained herein or as to the rights, duties and liabilities of the parties hereto under this MoU, **Parties** shall endeavor to settle such disputes amicably, failing which the dispute shall, in accordance with and subject to the provision of the Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof for the time being in force be referred (unless the Parties concur in the appointment of a single arbitrator) to two arbitrators (one to be appointed by each party to the dispute or difference) who shall by instrument in writing appoint a third arbitrator immediately after they are themselves appointed. The parties shall be deemed to have failed to concur in appointing a single arbitrator if such an arbitrator shall not have been appointed within seven (07) calendar days after the service by either party on the other of a notice requesting the other to concur in the appointment of such an arbitrator. The arbitration proceedings shall be

 S. Karthi



held in Ranchi. Judgment upon the award rendered may be entered in any court of competent jurisdiction at Ranchi.

9.5 **NOTICES.** All notices, requests, demands, or directions to any party to this MoU by another party hereto shall be in writing and deemed given after send by registered mail, postage prepaid courier service addressed as follows.

To WCMT:

Kind Attn: Dr Sudhir Kartha
Western College for Management and Technology (WCMT)
54-58 , Galle Road
Mount Lavinia
Sri Lanka

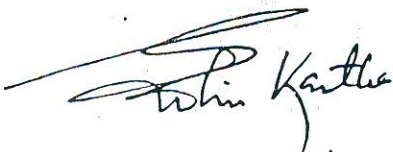
To BIT:

Kind Attn Dr. D. Gunasekaran
Birla Institute of Technology, Mesra, Ranchi, India,
Administrative and Head office;
Mesra, Ranchi – 835 215,
Jharkhand State.

9.6 **Survival of Terms.** The provisions of this MoU which by their nature extend beyond the termination of this MoU will survive and remain effective until all obligations are satisfied.

9.7 **Waiver.** No waiver of any right or remedy on one occasion by either party shall be deemed a waiver of such right or remedy on any other occasion.

9.8 **Integration.** This MoU, including all referenced exhibits, schedules or documents, sets forth the entire understanding between the Parties pertaining to the subject matter and merges all prior discussions between them. Neither of the Parties shall be bound by any conditions, definitions, warranties, understandings or representations with respect to the subject matter other than as expressly provided in this MoU.



9.9 **Superior MoU.** This MoU shall not be supplemented or modified by any course of dealing or trade usage. Variance from or addition to the terms and conditions of this MoU will be of no effect, unless otherwise expressly provided in this MoU or agreed to in writing by both parties.

9.10 **Severability.** If any provision of this MoU is held invalid, illegal, or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

9.11 **Relationship of Parties:** The relationship of the Parties under this MoU is that of Independent Contracting Parties. Neither Party will be deemed to be an employee, agent, nor any legal representative of the other for any purpose and, nor will have any right, power or authority to create any obligation or responsibility on behalf of the other.


9.12 **Invalidity of provisions.** Should any of the provisions of the Terms and Conditions become wholly or partially ineffective, the other provisions shall remain unaffected. Where necessary, Parties shall replace any invalid provision by a valid provision, which fulfills as far as possible the purpose of the invalid provision.

9.13 **Amendment.** This MoU shall not be amended or supplemented, in whole or in part, except by an instrument in writing duly executed by the Parties hereto, or their respective successors or permitted assigns.

9.14 **Assignment.** Parties shall not have the right, to assign, delegate, sublicense, pledge, or otherwise transfer this MoU, or any of its rights or obligations under this MoU, or the



Ashu Katheria



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Proprietary information to any third party, save and except its own subsidiary, group entity, sister concern or affiliate, without the prior written consent of either Party.

IN WITNESS WHEREOF, the parties hereto have caused this MoU to be executed by their duly authorized representatives to be effective as of the date first set forth above.

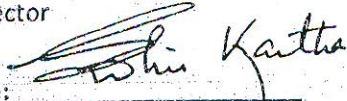
For WCMT

By: Dr. Sudhir Kartha

Title: Director

Signature:

Date:


16th August 2012

For Birla Institute of Technology, Mesra, Ranchi, India

By: Dr. D. Gunasekaran

Title: Registrar

Signature:

Date:



16th August 2012

Witness :

(1) 

(B. Pant)

(2)



(Dr. N. K. Kure)

19

ANNEXURE 'A'

Academic Programmes

1. Bachelor of Architecture (5-Year) Programme
2. All Bachelor of Engineering (4-Year) Programmes in the following disciplines:
 - a. Civil Engineering
 - b. Mechanical Engineering
 - c. Electronic and Telecommunications engineering
 - d. Any other engineering degrees
3. 3-Year BCA
4. 5-Year Integrated MCA
5. 3 year BBA
6. 3 year Bachelor of Hotel Management
7. Diploma in Engineering (3-Yrs) *ll* *ll*
8. Executive MBA (2 Yrs) *ll* *ll*

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ANNEXURE- VIII

(Item No: 46.16)

BIRLA INSTITUTE OF TECHNOLOGY, MESRA, RANCHI

Number of admissions after permanent withdrawals at BIT Extension Centres in the session 2012-13 (as on 22 Aug 2012 except BE as on 6 Sept 2012)

Centres / Programmes	Allahabad		Deoghar		Jaipur		Kolkata		Lalpur		Noida		Patna	
	Seats Offered	Admission	Seats Offered	Admission	Seats Offered	Admission	Seats Offered	Admission	Seats Offered	Admission	Seats Offered	Admission	Seats Offered	Admission
B.E.	-	-	270	263	180	175	-	-	-	-	-	-	300	298
B.Arch	-	-	-	-	-	-	-	-	-	-	-	-	40	39
B.Sc. (A&M)	-	-	-	-	40	25	-	-	-	-	40	34	-	-
IMBA	60	11	-	-	60	33	90	18	250*	239**	80	67	-	-
IMBE	-	-	-	-	-	-	-	-	-	-	40	13	-	-
IMCA	90	10	-	-	60	17	90	6	200#	140*#	80	15	-	-
MBA	-	-	-	-	60	36	40	32	60	66	60	66	-	-
MCA	60	15	-	-	45	24	45	26	105	82	60	42	-	-
Master in (Animation Design)	-	-	-	-	18	2	-	-	-	-	10	5	-	-
IMSc in Maths & Computing	-	-	-	-	-	-	20	2	-	-	-	-	-	-
IMSc in Physics	-	-	-	-	-	-	-	-	-	-	-	-	20	1
M.Sc. IT	-	-	-	-	-	-	-	-	50	18	-	-	-	-
Total	210	36	270	263	463	312	285	84	665	545	370	242	360	338

* 100 for Boys and 150 for Girls

** 96 - Boys and 143 Girls

100 - for Boys and 100 for Girls

*# 72 - Boys and 68 Girls

**BIRLA INSTITUTE OF TECHNOLOGY
MESRA, RANCHI**

**Sanctioned intake and number of admissions after permanent withdrawals
in the academic session 2012-13 at BIT Mesra**

Sl. No.	Programmes offered	Sanctioned seats	Session 2012-13
			Admissions after withdrawals§
A. Undergraduate Programmes:			
1	B.E. in Biotechnology	60	47
	B.E. in Chemical Engineering	30	27
	B.E. in Chemical & Polymer Engineering	30	25
	B.E. in Civil Engineering	60	63
	B.E. in Computer Science	120	128
	B.E. in Electrical & Electronics Engineering	60	60
	B.E. in Electronics & Communication Engineering	120	120
	B.E. in Information Technology	60	56
	B.E. in Mechanical Engineering	90	100
	B.E. in Production Engineering	30	27
	Total	660	653*

2	B. Arch	40	42*
3	B. Pharm	60	26
4	BHMCT	60	21
5	B.Sc. Food Processing Technology	40	not advertise
Total	200	89*	

B. MBA & MCA Programmes:			
6	MBA	120	59 (seats offered 60)
7	MCA	60	55
Total	180	114	

C. M.E. Programmes:			
8	Automated Manufacturing Systems	25	20
9	Civil	24	11
10	Computer Aided Analysis & Design – CAAD	16	10
11	Electrical	42	41
12	Electronics & Communication	42	42
13	Mechanical	24	21
14	Polymer	18	0
15	Quality Engineering & Management	25	4
16	Software Engineering	15	14
17	Space Engineering & Rocketry	24	19
Total	257	182	

D. Pharmacy			
18	M.Pharm in (P'Ceutics, P, Chem, P'cology, P'cognosy)	54	47
19	M.Pharm in Clinical Research	18	0
20	M.Pharm in Quality Assurance & Regulatory Affairs	18	0
21	MS Clinical Research & Pharmacovigilance	18	2
22	PG Diploma in Bio-analytical Techniques	30	0
23	PG Diploma in Clinical Research	30	0
24	M. Pharm under QIP §	8	0
Total	176	49	

Sl. No.	Programmes offered	Sanctioned seats	Session 2012-13
			Admissions after withdrawals
	E. M. Tech Programmes:		
25	Biotechnology	18	15
26	Computer Science	16	16
27	Energy Technology	18	13
28	Environmental Science & Engineering	18	14
29	Fuels & Combustion	25	0
30	Information Security	18	18*
31	Nano Science & Nano Technology	18	10
32	New Material & Processing Technology	18	0
33	Polymer Science & Technology	15	0
34	Remote Sensing	18	17
35	Scientific Computing	16	2
	Total	198	105

	F. M.Sc. Programmes		
36	Applied Chemistry	15	2
37	Applied Mathematics	15	0
38	Applied Physics	15	4
39	M.Sc. Bioinformatics	20	8
40	M.Sc. Biomedical Instrumentation	20	1
41	M.Sc. Geoinformatics	20	10
42	M.Sc. Information Science	20	0
	Total	125	25

43	G. Master of Urban Planning (Town Planning)	12	9
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	H. Integrated M.Sc.		
44	Chemistry	20	5
45	Mathematics and Computing	20	22
46	Physics	20	3
	Total	60	30

47	I. Integrated M.Tech-Ph.D.	10	2
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Total Admissions	1878	1258
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* including candidates admitted under OBC category of Jharkhand and NR/PIO/GOI

‡ Admitted through AICTE- QIP, interviews conducted at National level

§ Number of admissions after withdrawals as on 31 August 2012