NATIONAL INSTITUTE OF TECHNOLOGY DELHI

PROACTIVE DISCLOSURE OF INFORMATION

UNDER SECTION 4 RTI ACT 2005

By

NATIONAL INSTITUTE OF TECHNOLOGY DELHI,

SECTOR A-7, INSTITUTIONAL AREA, NARELA, DELHI-110040

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

ABOUT THE INSTITUTE

Vision:

Committed to holistic development of Lives and Society by imparting Knowledge of Science and Technology and Crystallizing the future.

Mission:

Application of Knowledge through learning and inculcating Research Oriented mindset towards Design and Innovative Development for Realistic Societal Solutions.

Quality Policy:

- To create an environment for holistic learning and development.

- To provide academic excellence, good governance, team work, spirit towards the development of responsible citizen.

- To provide opportunities for Research, Innovation, Creativity initiatives to reflect high level of Intellectual Professionalism towards achieving Excellence.

- To provide infrastructure and facilities benchmarked to reflect the High Standard and Latest Technology.

- To provide state-of-the-art laboratories with latest Equipment and Instruments.

- To provide the highest level of cleanliness, hygiene, safety, discipline environmental consciousness in the institute.

Profile National Institute of Technology Delhi (NITD)

National Institute of Technology Delhi (NITD) is one of the thirty NIT (s) established in the year 2010 by an act of parliament and has been declared as an Institute of National importance.

NIT Delhi is an autonomous Institute which functions under the aegis of Ministry of Human Resource Development, Government of India. It aims to provide instructions and research facilities in various disciplines of Engineering, Science and Technology, Management, Social Sciences and Humanities for advance learning and dissemination of knowledge.

The mission of NIT Delhi is to produce human resource those who are creative, competitive and innovative with high intellect and ethical values. The Institute is imparting holistic education, along with inculcating high moral values in its students.

NIT Delhi has started its academic session in 2010 with three undergraduate B.Tech degree programmes in Computer Science and Engineering, Electronics and Communication Engineering and Electrical and Electronics Engineering. The academic activities of NIT Delhi were initiated at NIT Warangal in year 2010 which later moved to a temporary campus at Dwarka, New Delhi in June 2012 and now currently running at IAMR Campus, Narela (February 2014).

Possession of fifty one acre land has been allotted for permanent campus of NIT Delhi on NH-1, Narela sub city, New Delhi. The process of developing the permanent campus has begun.

Academic Programmes underway at NIT Delhi

From academic year 2013-14 the intake in each B. Tech programme has been increased to strength of 60 students. M.Tech programme in the discipline of Electronics and Communication Engineering with an intake of 15 students was introduced from the academic year 2013-14 followed by Ph.D. programme which has started from January 2014 with intake of seven research scholars and M.Tech Programme in Computer Science and Engineering (Analytics) with an intake of 15 students is yet to start for Academic year 2014-15.

Admission for B.Tech programmes are made on the basis of the performance in the Joint Entrance Examination (JEE) for the Indian Nationals. Admissions to 50% of the seats are made amongst the students of Delhi & Chandigarh and the remaining 50% seats are made on the basis of All India ranking of the aspiring applicants. Admissions to the M.Tech Programmes are made on the basis of performance in GATE (Graduate Aptitude Test in Engineering).

How to reach NIT Delhi (Locate us):

http://nitdelhi.ac.in/contact.php

CONTACT ADDRESS:

National Institute of Technology Delhi
Institute of Applied Manpower Research (IAMR Campus)
A-7, Institutional Area
Near Satyawadi Raja Harish Chandra Hospital,
Narela, Delhi - 110040
Tel: 011 -33861010
Tel: 011 - 33861005
Fax: 011 - 27787503

Powers and Duties of Officers and Employees

The powers and duties of Officers and employees of the Institute is covered in the overarching National Institute of Technology Act 2007 and the First Statutes of NITs of April 2009 of Government of India. Following table gives an indication of the powers and duties of Officers and employees of NIT Delhi.

NATIONAL INSTITUTE OF TECHNOLOGY DELHI
Powers and Duties

1.	Director	:	Principal, Academic and Executive Officer of the Institute.
2.	Registrar	:	Custodian of records, common seal, funds of the institute and such other Property of the institute that the board shall commit to his charge. Secretary to Board of Governors and other bodies as provided under the Act and Statutes.
3.	Dean (Academic) (I/C) (Statute 19)	:	Advise Director on Academic matters on all Undergraduate programmes of the Institute . Chairperson of the Board of Academic Council (BOAC)/Senate. Joint Appellate Authority.

4.	Dean (Planning & Development) (I/C) (Statute 19)	:	Advise Director in Planning, operation and Maintenance, financial matters, budget etc
5.	Dean (Student Welfare) (I/C) (Statute 19)	:	Advise Director on Student welfare matters, Co scholastic matters etc
6.	Dean (Faculty Welfare) (I/C) (Statute 19)	:	Advise Director on Faculty welfare matters, Faculty Discipline, integrity and commitment.
7.	Dean (R&C) (I/C) (Statute 19)	:	Advise Director on Consultancy and Sponsored Research matters etc. Advise matter on Postgraduate Programmes of the Institute
8.	Chief Warden	:	Head of Hostel Administration and Management, Chairman of Hostel & Mess Committee, Warden's Committee etc
9.	Co-ordinator (T&P) : Placement & training of all students	:	Placement & training of all students
10.	Assistant Librarian	:	Head of Library & Digital Library
11.	Assistant Registrar (Admn.)	:	Head of the Section on Establishment & Administrative matters, Public Information Officer
12.	Consultant (Stores & Purchase)	:	Head of the Section on Supply of Stores, Procurement, Maintenance of equipment etc.
13.	Internal Auditor	:	Head of Internal Audit Wing
14.	Consultant (Projects)	:	Head of the Section on Implementation & monitoring of construction projects, operation and maintenance and annual repair etc.
15.	Consultant (Legal)	:	Head of all Legal issues/activity of the Institute
16.	Heads of the Departments	:	All Heads of the Departments and Schools deal with General Administration of Departments, and Student Discipline, Course Delivery, Research Activities etc.
17.	Teaching faculty	:	Academic and Research work, sponsored research and consultancy and assistance in Administration
18.	Ministerial Staff	:	Support in Administration and Management
19.	Technical Staff	:	Support in Course Delivery, Research Activities, Operation and maintenance etc.

Procedure to be followed in the Decision making process including channels of supervision and accountability Institute follows the CCS Rules and the hierarchy of governance and administration as stipulated in the NIT Act 2007.

The hierarchy of the system is given in the organizational structure given below.
As Annexed as **Annexure-I**

Institute Timings:
9:30 AM to 6:00 PM
Norms for working

Institute follows a hierarchical structure as shown in the Organizational chart. Hence files and papers will be put up from the lower levels to the appropriate authority through proper channel.

Rules, Regulations, Instructions, manuals and records held by it for discharge of functions

- NIT Act 2007
- First Statutes of NITs, Ministry of HRD, Government of India
- CCS Leave Rules 1972
- CCS Conduct Rules 1964
- CCS(CCA) Rules 1965
- GFR
- FR&SR
- Medical Attendance Rules 1940
- LTC Rules
- CCS TA Rules
- B.Tech Regulations (www.nitdelhi.ac.in)
- M.Tech Regulations (www.nitdelhi.ac.in)
- Ph.D Regulations (www.nitdelhi.ac.in)

and all other rules, regulations that become applicable pursuant to the above.

Statement of Categories of documents held by the organization or under its control
Records needed for the functioning as stipulated under the NIT Act/Statutes/CCS Rules, are maintained by the Institute.

Particulars of arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of its policy or implementation thereof Statute 11 in the First Statute for NITs provide for nomination of four persons to the Board of Governors from the public.

List of Boards, councils, committees and other bodies and the minutes of the meeting which are accessible to public (Accessible through Institute Website at www.nitdelhi.ac.in)

Following are the bodies responsible for governance and policy level decision making as provided under NIT Act 2007.

- **Board of Governors**
- **Finance Committee**
- **Buildings and Works Committee**
- **Senate**

The minutes and other information mandatory for disclosure under RTI Act 2005 will be accessible for public.

Pay Structure of Faculty and Non Teaching Staff is given below:

Pay Structure of Faculty:

Id No.	Name & Designation	DOJ	Pay Band	Basic	AGP
10032310	Dr. Pankaj Mukhija Assistant Professor	10.12.2013 (FN)	PB-3 (15600-39100)	23450/-	6000/-
10042310	Dr. Anshul Agarwal Assistant Professor	31.12.2013 (FN)	PB-3 (15600-39100)	23450/-	6000/-
10184110	Dr. Amit Pratap Singh Assistant Professor	13.11.2014 (FN)	PB-3 (15600-39100)	22590/-	6000/
10194210	Dr. Gyanendra Sheoran Assistant Professor	13.11.2014 (FN)	PB-3 (15600-39100)	24790/-	8000/

10204210	Dr. Vinay Shankar Pandey Assistant Professor	22.08.2013 (FN)	PB-3 (15600-39100)	31140/-	8000/
10213110	Dr. Abhishek Mishra Assistant Professor	14.11.2014 (FN)	PB-3 (15600-39100)	22590/-	6000/
10225110	Dr. Shakira Khan Assistant Professor	14.11.2014 (FN)	PB-3 (15600-39100)	24790/-	8000/
10234210	Dr. Anuj Kumar Sharma Assistant Professor	21.11.2014 (FN)	PB-3 (15600-39100)	22590/-	6000/
10244310	Dr. Amit Mahajan Assistant Professor	24.11.2014 (FN)	PB-3 (15600-39100)	22590/-	6000/
10252310	Dr. Anmol Ratna Saxena Assistant Professor	03.12.2014 (FN)	PB-3 (15600-39100)	22590/-	6000/
10272110	Dr. Anurag Singh Assistant Professor	12.12.2014 (FN)	PB-3 (15600-39100)	25010/-	7000/
10282210	Dr. Rikmantra Basu Assistant Professor	17.12.2014 (FN)	PB-3 (15600-39100)	22590/-	6000/
10292310	Dr. Tirupathiraju Kanumuri Assistant Professor	05.01.2015 (FN)	PB-3 (15600-39100)	21750/-	6000/
10302210	Dr. Rajiv Kumar Tripathi Assistant Professor	05.01.2015 (FN)	PB-3 (15600-39100)	21750/-	6000/
10314310	Dr. Prashant Kumar Assistant Professor	16.01.2015 (FN)	PB-3 (15600-39100)	21750/-	6000/
11303210	Dr. Kapil Kumar Assistant Professor	24.07.2017 (AN)	PB-3 (15600-39100)	21440/-	6000/-
11322310	Dr. Sachin Singh Assistant Professor	26.07.2017 (FN)	PB-3 (15600-39100)	20140/-	6000/-
11352210	Dr. Baljit Kumar Assistant Professor	01.08.2017 (FN)	PB-3 (15600-39100)	20140/-	6000/-
11432210	Dr. D. Vaithiyanathan Assistant Professor	07.08.2017 (FN)	PB-3 (15600-39100)	20140/-	6000/-
11503110	Dr. Harish Kumar Assistant Professor	01.09.2017 (FN)	PB-3 (15600-39100)	30000/-	8000/-
11512210	Dr. Sandeep Kumar Assistant Professor	23.10.2017 (FN)	PB-3 (15600-39100)	20930/-	6000/-
11522110	Dr. Sushila Vikas Maheshkar Assistant Professor	20.12.2017 (FN)	PB-3 (15600-39100)	30000/-	8000/-
11532310	Dr. Amit Kumar Singh Assistant Professor	21.12.2017 (FN)	PB-3 (15600-39100)	23860/-	7000/-
11572310	Dr. Vivek Shrivastava Associate Professor	08.03.2018 (FN)	PB-4 (37400-67000)	-	9500/-
11582110	Dr. Shelly Sachdeva Associate Professor	16.03.2018 (FN)	PB-4 (37400-67000)	-	9500/-
11592110	Dr. Karan Verma Assistant Professor	21.03.2018 (FN)	PB-3 (15600-39100)	-	7000/-

Pay Structure of Non Teaching Staff

Id No.	Name & Designation	DOJ	Pay Band	Basic	Grade Pay
10630120	Dr. Manisha Singh Assistant Registrar	17.03.2015 (AN)	PB-3 (15600-39100)	16880/-	5400/-
10880220	Dr. Gareema Sanaman Assistant Librarian	31.10.2015 (FN)	PB-3 (15600-39100)	18320/-	6000/-
10890420	Dr. Anidev Singh SAS Officer	05.11.2015 (FN)	PB-3 (15600-39100)	16920/-	6000/-
10530820	Mr. Kamal Kumar Junior Engineer	13.02.2015 (FN)	PB-2 (9300- 34800)	10130/-	4200/-
10910820	Mr. Mukul Nakra Junior Engineer	31.12.2015 (FN)	PB-2 (9300- 34800)	10130/-	4200/-
10950920	Sh. Harpreet Singh Nanda Superintendent	04.03.2016 (FN)	PB-2 (9300-34800)	9710/-	4200/-
10540820	Mr. Sumit Sharma Technical Assistant	16.02.2015 (FN)	PB-2 (9300- 34800)	10130/-	4200/-
10580820	Mr. R.V.Bhaskaran Technical Assistant	02.03.2015 (FN)	PB-2 (9300- 34800)	10130/-	4200/-

10900820	Mr. Surender Kumar Technical Assistant	19.11.2015 (FN)	PB-2 (9300-34800)	10130/-	4200/-
10341020	Mr. Raushan Kumar Technician	11.02.2015 (FN)	PB-1 (5200-20200)	6990/-	2000/-
10551020	Mr. Vikas Bhardwaj Technician	16.02.2015 (FN)	PB-1 (5200-20200)	6990/-	2000/-
10851020	Sh. Kamaljit Singh Technician	27.10.2015 (FN)	PB-1 (5200-20200)	6990/-	2000/-
10831020	Sh. Krishan Pal Work Assistant	09.10.2015 (AN)	PB-1 (5200-20200)	6990/-	2000/-
10571120	Mr. Neeraj Kumar Junior Assistant	26.02.2015 (FN)	PB-1 (5200-20200)	6990/-	2000/-
10331120	Ms. Aditi Kandari Junior Assistant	11.02.2015 (FN)	PB-1 (5200-20200)	6990/-	2000/-
10351120	Ms. Anupriya Das Junior Assistant	11.02.2015 (FN)	PB-1 (5200-20200)	6990/-	2000/-
10321120	Ms. Poonam Kamboj Junior Assistant	11.02.2015 (FN)	PB-1 (5200-20200)	6990/-	2000/-
10591120	Mr. Jitender Singh Bisht Junior Assistant	02.03.2015 (FN)	PB-1 (5200-20200)	6990/-	2000/-
10841120	Ms. Navisha Sharma Junior Assistant	12.10.2015 (FN)	PB-1 (5200-20200)	6990/-	2000/-
11201020	Shubham Bhardwaj Laboratory Assistant	12.09.2016 (FN)	PB-1 (5200-20200)	6720/-	2000/-
11221020	Aadesh Kumar Laboratory Assistant	07.10.2016 (FN)	PB-1 (5200-20200)	6720/-	2000/-
11161220	Lov Kumar Dubey Multi Tasking Staff	09.09.2016 (FN)	PB-1 (5200-20200)	5410/-	1800/-
11171220	Udit Sharma Multi Tasking Staff	09.09.2016 (FN)	PB-1 (5200-20200)	5410/	1800/
11181220	Sonu Kumar Multi Tasking Staff	09.09.2016 (FN)	PB-1 (5200-20200)	5410/	1800/
11191220	Mr. Anil Multi Tasking Staff	09.09.2016 (FN)	PB-1 (5200-20200)	5410/	1800/
11151220	Mr. Bharat Singh Multi Tasking Staff	09.09.2016 (FN)	PB-1 (5200-20200)	5410/	1800/

Budget Allocated to each agency indicating the particulars of all plans, proposed expenditure and reports on Disbursements made. (2010-2011, 2011-2012, 2012-2013, 2013-2014)

(See the link for Budgets: http://nitdelhi.ac.in/annual_reports.php)

Manner of execution of subsidy program and details of beneficiaries of such programs ex scholarships

There is no subsidy program ex scholarships
For Scholarships please visit the following link:
http://nitdelhi.ac.in/fellowship_scholarship.php

Particulars of recipients of concessions and permits and authorizations granted by it

Institute does not run any concessions except the schemes supported by the State Governments for SC/ST/OBC categories that are channelled through the Institute.

Details in respect of information available in an electronic form

No records are classified for electronic form. Only hard copy forms are available.

For Tender Related Information: Visit Tender and Notice board on the Homepage of Institute (www.nitdelhi.ac.in)

Name and designation of the Public Information Officer
Assistant Registrar cum PIO
Ms. Manisha Singh
National Institute of Technology Delhi,
Sector A-7, Institutional Area
Narela, Delhi-110040
Email: ar@nitdelhi.ac.in

Name and designation of the Joint Appellate Authority
The Joint Appellate Authority for the RTI requests is the Chief Proctor and Dean (Academics, I/C)
Address:
Joint Appellate Authority
Dr. Gyanendra Sheoran (Chief Proctor) and Dr. Amit Mahajan (Dean Academics, I/C)
National Institute of Technology Delhi,
Sector A-7, Institutional Area
Narela, Delhi-110040
Email: gsheoran@nitdelhi.ac.in, amitmahajan@nitdelhi.ac.in