



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3484

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that on recommendation of the Finance Committee at its 140th meeting held on 24.12.2025, the Board of Governors at its 218th meeting held on 24.12.2025 approved Audited Annual Accounts of the Institute for the year 2024-25 with SAR from C&AG and reply to SAR by the Institute, for placing in both the Houses of Parliament and directed to report in the next meeting of the BoG.

Details are given in the **Annexure**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. Joint Registrar (F&A)

Copy to :

1. Dean, Administration
2. Joint Registrar (Audit)
3. Secretary to Director
4. Secretary, Deputy Director's Office
5. Secretary, Registrar's Office
6. Web Notice Board

BoG: 218-3, FC:140-3



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3487

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that on recommendation of the Finance Committee at its 140th meeting held on 24.12.2025, the Board of Governors at its 218th meeting held on 24.12.2025 ratified utilization of funds by the Institute under the World Class Institution Scheme. Details are given in the **Annexure**.

This is for information and necessary action please.


Registrar &
Secretary, BOG

To

1. Joint Registrar (F&A)

Copy to :

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

BoG: 218-3, FC:140-6

File No.32-6/2020-TS-I



F. No. 32-6/2020-T.S. I
Government of India
Ministry of Education
Department of Higher Education -
Technical Section I

Shastri Bhawan, New Delhi
Dated the 23rd September, 2021

To

The Director,
IITs
Delhi, Bombay, Madras and Kharagpur

Subject: Utilization of funds by the Institutes under the World Class Institution scheme- reg.

Sir,

I am directed to forward herewith a copy of OM dated 15-9-2021 on the above mentioned subject, received from U3A Division of this Ministry and to request that necessary action for utilization of funds under World Class Institution Scheme (IoE) may be taken. Further, it is requested to make the progress under this scheme is reported as an agenda item in their future FC/ BoG meetings.

Encl: As above

Digitally Signed by P J
Soundararajan
Date: 23-09-2021 16:09:56
Reason: Approved

Yours faithfully,

(P. J. Soundararajan)

Under Secretary to the Govt. of India
Ph : 011-23381698

Copy to: Dy. Director (Science), MoE

✓ DR (A/c) PI.
2. DR (E-III) PI.

27/09/21: Registrar

4011/222

कुलसचिव कार्यालय REGISTRAR'S OFFICE सं./NO. 4933/13 IN 27 SEP 2021 OUT 27/09/21 भा प्रौ सं खड़गपुर IIT KHARAGPUR
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25/09/2021
EX(F) / AR(F) / AR(A/L)
29/9



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3489

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that on recommendation of the Finance Committee at its 140th meeting held on 24.12.2025, the Board of Governors at its 218th meeting held on 24.12.2025 approved enhancement of TA-ship for Ph.D. students from Rs. 15,000/- to Rs. 25,000/- per month. Details are given in the **Annexure**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. Joint Registration (F&A)
2. Deputy Registrar, Academic

Copy to :

1. All Deans
2. All Heads of the Departments/Centres/Schools
3. Secretary to Director
4. Secretary, Deputy Director's Office
5. Secretary, Registrar's Office
6. Web Notice Board

BoG: 218-3, FC:140-8



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Annexure : FC-140-8

सं / No. IIT/Acad/ SENATE: 359-50/2025

दिनांक / Date: December 04th, 2025

Extract of Item No. SENATE: 359-50 from the minutes of the 359th meeting of the Senate, held on October 16, 2025, is reproduced below for information and necessary action, please.

उप कुलसचिव (शैक्षणिक) / Deputy Registrar (Academic)

To

1. Senior Executive Officer (E-III)- with a request to place this matter to the Board of Governors (BOG) for approval through the Finance Committee.
2. Assistant Registrar/Administrative Officer/Executive officer (Academic)

Copy to:

- (1) All Academic Deans
- (2) All Academic Associate Deans
- (3) All Heads of Department/Centre/School
- (4) Chairman, ERP
- (5) Joint Registrar (F&A)
- (6) Secretary to Director
- (7) Secretary, Deputy Director's Office
- (8) Secretary, Registrar's Office

COPY

Item No. SENATE: 359-50

RPEC recommendation of enhancement of TA-ship for Ph.D. students from Rs. 15,000/- to Rs. 25,000/- per month.

As per existing practices (Appendix-II, Clause 2.2), Research Scholars (Institute, Individual, and Project categories) who do not receive any fellowship after completion of five years are provided with a Teaching Assistantship of ₹15,000 (Rupees Fifteen Thousand only) per month for 12 (twelve) months or until the submission of the thesis, whichever is earlier, in six-monthly instalments. This is subject to the recommendation of the DAC (PG&R) and DSC after assessing the progress of work.

The proposal was placed before the 180th Meeting of the Committee of Deans & Heads of Departments/Centres/Schools held on 11th September 2025 for consideration. The Committee recommended referring the matter to the Senate for consideration and confirmation (Item No.: HOD:180-4:20, copy enclosed).

The matter was discussed in the 180th Meeting of the Committee of Deans & Heads of Departments/Centres/Schools held on 11th September 2025 and the 233rd meeting of the RPEC held on October 09, 2025. After detailed discussion and deliberations, the RPEC recommended the proposal to the Senate for approval.

After due consideration, the Senate ratified the recommendations of the RPEC and Resolved that:

- 1. The proposal to enhance the Teaching Assistantship for Ph.D. students from ₹15,000/- to ₹25,000/- per month is accepted in principle. It is noted that Research Scholars (under Institute, Individual, or Project categories) who are not in receipt of any fellowship after completing five years are presently granted a Teaching Assistantship of ₹15,000/- per month for a maximum period of twelve (12) months or until thesis submission, whichever is earlier. This support is provided in six-monthly instalments, subject to the recommendations of the DAC (PG&R) and DSC based on periodic assessments of the scholar's progress.*
- 2. The matter be forwarded to the Board of Governors (BOG) for approval through the Finance Committee.*



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3490

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that on recommendation of the Finance Committee at its 140th meeting held on 24.12.2025, the Board of Governors at its 218th meeting held on 24.12.2025 approved Post-tenure Support of PMRF Scholars with the following provisions:

- (i) The benefit shall apply only to PMRF scholars who have joined after completion of their Master's degree in Engineering, Technology or Equivalent (M. Tech, MS, M. Arch, ME) and are eligible to receive the PMRF scholarship for a period of 4 years (Direct entry) and 3 years (Lateral entry, 4-1).
- (ii) All such PMRF scholars, on completion of their PMRF tenure, may be given financial assistance at the prevailing rate as admissible to Institute Scholars for their 5th year. The total duration of stipend will NOT exceed 5 years. They will also be eligible for Teaching Assistantship for their 6th year, at par with the Institute Scholars.
- (iii) ONLY those PMRF scholars, as described above, completing their 4 years on or after 1st July, 2024 and who are still pursuing their Ph.D. degree as a registered student of the Institute will get this benefit with retrospective effect from the end of completion of 4 years. This is for the sustenance and benefit of the existing and currently enrolled Ph.D. Scholars.

Details are given in the **Annexure**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. Joint Registrar (F&A)
2. Deputy Registrar, Academic

Copy to :

1. All Deans
 2. All Heads of the Departments/Centres/Schools
 3. Secretary to Director
 4. Secretary, Deputy Director's Office
 5. Secretary, Registrar's Office
 6. Web Notice Board
- BoG: 218-3, FC:140-10



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Annexure : FC-140-10

सं / No. IIT/Acad/ SENATE: 359-54/2025

दिनांक / Date: December 04th, 2025

Extract of Item No. SENATE: 359-54 from the minutes of the 359th meeting of the Senate, held on October 16, 2025, is reproduced below for information and necessary action, please.

उप कुलसचिव (शैक्षणिक) / Deputy Registrar (Academic)

To

1. Senior Executive Officer (E-III)- with a request to place this matter to the Board of Governors (BOG) for approval through the Finance Committee.
2. Assistant Registrar/Administrative Officer/Executive officer (Academic)

Copy to:

- (1) All Academic Deans
- (2) All Academic Associate Deans
- (3) All Heads of Department/Centre/School
- (4) Chairman, ERP
- (5) Joint Registrar (F&A)
- (6) Secretary to Director
- (7) Secretary, Deputy Director's Office
- (8) Secretary, Registrar's Office

COPY

Item No. SENATE: 359-54

To report the Post-tenure Support of PMRF Scholars

A Committee was constituted to deliberate and make recommendations on the continuation of financial support to the PMRF Scholars beyond their PMRF tenure. The Report is enclosed herewith.

The matter was discussed in the 233rd meeting of the RPEC held on October 09, 2025. After detailed discussion and deliberations, it was resolved that the same be recommended to the Senate for approval.

After due consideration, the Senate ratified the recommendations of the RPEC and Resolved that:

1. The proposal for post-tenure financial support to PMRF Scholars, as recommended by the Committee and endorsed by the RPEC, be accepted in principle with the following provisions:

(i) The benefit shall apply only to PMRF scholars who have joined after completion of their Master's degree in Engineering, Technology or Equivalent (M. Tech, MS, M. Arch, ME) and are eligible to receive the PMRF scholarship for a period of 4 years (Direct entry) and 3 years (Lateral entry, 4-1).

(ii) All such PMRF scholars, on completion of their PMRF tenure, may be given financial assistance at the prevailing rate as admissible to Institute Scholars for their 5th year. The total duration of stipend

Page 1 of 2

will NOT exceed 5 years. They will also be eligible for Teaching Assistantship for their 6th year, at par with the Institute Scholars.

(iii) ONLY those PMRF scholars, as described above, completing their 4 years on or after 1st July, 2024 and who are still pursuing their Ph.D. degree as a registered student of the Institute will get this benefit with retrospective effect from the end of completion of 4 years. This is for the sustenance and benefit of the existing and currently enrolled Ph.D. Scholars.

2. The matter be forwarded to the Board of Governors (BoG) for approval through the Finance Committee.



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3491

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that on recommendation of the Finance Committee at its 140th meeting held on 24.12.2025, the Board of Governors at its 218th meeting held on 24.12.2025 approved enhancement of assistantship from Rs. 25000/- to Rs. 55,000/- per month [Rs. 15,000/- per month as Teaching Assistantship (at par with M. Tech students) AND Rs. 40,000/- per month in lieu of 16 hours/week (approx. 64 hours/month)] for MMST students in line with contemporary standards and to promote parity with other similar postgraduate programmes.

Details are given in the **Annexure**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. Joint Registrar (F&A)
2. Deputy Registrar, Academic

Copy to :

1. All Deans
 2. All Heads of the Departments/Centres/Schools
 3. Secretary to Director
 4. Secretary, Deputy Director's Office
 5. Secretary, Registrar's Office
 6. Web Notice Board
- BoG: 218-3, FC:140-11



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Annexure : FC-140-11

सं / No. IIT/Acad/ SENATE: 359-10/2025

दिनांक / Date: December 04th, 2025

Extract of Item No. SENATE: 359-10 from the minutes of the 359th meeting of the Senate, held on October 16, 2025, is reproduced below for information and necessary action, please.

उप कुलसचिव (शैक्षणिक) / Deputy Registrar (Academic)

To

1. Head, School of Medical Science and Technology (SMST)
2. Senior Executive Officer (E-III)- *with a request to place this matter to the Board of Governors through the Finance Committee for approval.*

Copy to:

- (1) All Academic Deans
- (2) All Academic Associate Deans
- (3) Chairman, ERP
- (4) Joint Registrar (F&A)
- (5) Assistant Registrar/Administrative Officer/Executive officer (Academic)
- (6) Secretary to Director
- (7) Secretary, Deputy Director's Office
- (8) Secretary, Registrar's Office

COPY

Item No. SENATE: 359-10

To consider enhancement in assistantship of Masters of Medical Science and Technology (MMST) students

Appendix - SENATE: 359-10 of the Agenda

In the 180th Meeting of the Committee of Deans and Heads of Departments/Centres/Schools held on 11th September 2025, the proposal for the enhancement of assistantship for the Master of Medical Science and Technology (MMST) students was placed before the Committee for consideration.

The Committee noted the contents of the presentation and resolved to accept the proposition of the enhanced Fellowship, in principle. An Institutional Committee needs to be constituted to formulate the principles and guidelines for implementing the enhanced Fellowship. The matter is placed before Senate for consideration.

The Dean (BTBS) presented and briefed the matter, highlighting the proposal for enhancement of assistantship for MMST students in line with contemporary standards and to promote parity with other similar postgraduate programmes.

Resolved that:

The Senate noted the contents of the presentation and recommended the proposal in principle. The Senate also referred the matter to the Board of Governors through the Finance Committee for approval.

Page 1 of 1



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3492

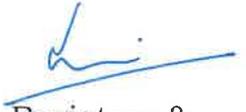
Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that on recommendation of the Finance Committee at its 140th meeting held on 24.12.2025, the Board of Governors at its 218th meeting held on 24.12.2025 approved the enhancement of stipend from ₹4,000/- to ₹10,000/- per month for M.Tech. students converting to the Ph.D. programme. Details are given in the **Annexure**.

This is for information and necessary action please.

Encl. : As stated


Registrar &
Secretary, BOG

To

1. Joint Registrar (F&A)
2. Deputy Registrar, Academic

Copy to :

1. All Deans
 2. All Heads of the Departments/Centres/Schools
 3. Secretary to Director
 4. Secretary, Deputy Director's Office
 5. Secretary, Registrar's Office
 6. Web Notice Board
- BoG: 218-3, FC:140-12



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Annexure : FC-140-12

सं / No. IIT/Acad/ SENATE: 359-16/2025

दिनांक / Date: December 04th, 2025

Extract of Item No. SENATE: 359-16 from the minutes of the 359th meeting of the Senate, held on October 16, 2025, is reproduced below for information and necessary action, please.

उप कुलसचिव (शैक्षणिक) / Deputy Registrar (Academic)

To

1. Senior Executive Officer (E-III)- with a request to place this matter to the Board of Governors through the Finance Committee for approval.
2. Assistant Registrar/Administrative Officer/Executive officer (Academic)

Copy to:

- (1) All Academic Deans
- (2) All Academic Associate Deans
- (3) All Heads of Department/Centre/School
- (4) Chairman, ERP
- (5) Joint Registrar (F&A)
- (6) Secretary to Director
- (7) Secretary, Deputy Director's Office
- (8) Secretary, Registrar's Office

COPY

Item No. SENATE: 359-16

To discuss enhancement of stipend for M.Tech. students converting to the Ph.D. programme

The Head, Department of Computer Science and Engineering, has proposed the following with respect to allowing M.Tech. students to convert to the Ph.D. programme upon completion of coursework with a CGPA of 8.00 or above:

For students enrolled in the existing Joint M.Tech.–Ph.D. programme who apply for admission to the Ph.D. programme at the end of the first year of M.Tech., the additional stipend paid in the second year of M.Tech. may be increased from ₹4,000 to ₹10,000. Such students will be awarded both M.Tech. and Ph.D. degrees as per the existing rules.

The matter was discussed in the 233rd meeting of the RPEC held on October 09, 2025. After detailed discussion and deliberations, it was resolved that the matter be accepted in principle and referred to Senate for approval.

During the Senate meeting, the Dean (FoS) briefed the members on the proposal, highlighting the enhancement of the stipend and its applicability to eligible students in the Joint M.Tech.–Ph.D. programme.

Page 1 of 2

Resolved that:

The Senate agreed that M.Tech. students converting to the Ph.D. programme upon completion of coursework with a CGPA of 8.00 or above, enrolled in the existing Joint M.Tech.–Ph.D. programme, shall receive an enhanced additional stipend of ₹10,000 in the second year of M.Tech., instead of the existing ₹4,000. Such students will be awarded both M.Tech. and Ph.D. degrees as per the existing rules.

The Senate further recommended the proposal to the Board of Governors through the Finance Committee for necessary approval.



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3493

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that on recommendation of the Finance Committee at its 140th meeting held on 24.12.2025, the Board of Governors at its 218th meeting held on 24.12.2025 ratified delegation of financial powers to the Administrative Heads who are independently heading a Section of the Institute and Nodal Officer (Security). Details are given in the **Annexure**.

This is for information and necessary action please.

Encl. : As stated


Registrar &
Secretary, BOG

To

1. Joint Registrar (F&A)

Copy to :

1. Dean, Administration
2. Joint Registrar, Audit
3. Secretary to Director
4. Secretary, Deputy Director's Office
5. Secretary, Registrar's Office
6. Web Notice Board

BoG: 218-3, FC:140-13



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR



Office Order No. Estt / 672 / 2025 Dated October 27, 2025

The undersigned is to convey that the Director has been pleased to approve the delegation of Financial Powers of the following Administrative Heads **who are independently heading a Section** of the Institute with immediate effect until further orders.

Sl No.	Administrative Heads	For Approval of All Expenditure including Works, Purchase & Procurement of Good and Services (Rs.)	For approval of Advances for all Expenditure (Rs.)
1	Senior Executive Officer and Above	0.25 Lakhs	—
2	Assistant Registrar	0.25 Lakhs	—


कुलसचिव / Registrar

Copy to:

1. All Deans / Associate Deans
2. All Heads of Department/Centre/School/Section/Unit
3. All Chairpersons / Professor-in-Charge
4. Chairman, HMC
5. Chief Vigilance Officer
6. Nodal Officer (Security)
7. Chairman, ERP
8. Head, Institute Information Cell(IIC)
9. Head, B.C Roy Technology Hospital
10. Librarian, Central Library
11. President, Technology Students' Gymkhana
12. All Warden / Assistant Wardens, Halls of Residence
13. Chief Engineer/Supdt. Engineers/Sr. Executive Engineers/Executive Engineers
14. All Joint Registrars/ Deputy Registrars/ Assistant Registrars/Executive Officers
15. Senior Executive Officer (E)- **with a request to report the matter to the next BoG Meeting**
16. Public Relations Officer
17. Secretary to Director
18. Secretary, Deputy Director's Office
19. Secretary, Registrar's Office
20. Apna IITKGP



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR



Office Order No. Estt / 770 / 2025 Dated December 08, 2025

The undersigned is to convey that the Director has been pleased to approve the delegation of Financial Powers of the following Administrative Heads of the Institute, as a special case, with immediate effect until further orders.

SI No.	Administrative Heads	For Approval of All Expenditure including Works, Purchase & Procurement of Good and Services (Rs.)	For approval of Advances for all Expenditure (Rs.)
1	Nodal Officer (Security)	0.25 Lakhs	-


कुलसचिव / Registrar

To
Nodal Officer (Security)

Copy to:

1. All Deans / Associate Deans
2. All Heads of Department/Centre/School/Section/Unit
3. All Chairpersons / Professor-in-Charge
4. Chairman, HMC
5. Chief Vigilance Officer
6. Nodal Officer (Security)
7. Chairman, ERP
8. Head, Institute Information Cell(IIC)
9. Head, B.C Roy Technology Hospital
10. Librarian, Central Library
11. President, Technology Students' Gymkhana
12. All Warden / Assistant Wardens, Halls of Residence
13. Chief Engineer/Supdt. Engineers/Sr. Executive Engineers/Executive Engineers
14. All Joint Registrars/ Deputy Registrars/ Assistant Registrars/Executive Officers
15. Senior Executive Officer (E)- **with a request to report the matter to the next BoG Meeting**
16. Public Relations Officer
17. Secretary to Director
18. Secretary, Deputy Director's Office
19. Secretary, Registrar's Office
20. Apna IITKGP



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3499

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that on recommendation of the Finance Committee at its 140th meeting held on 24.12.2025, the Board of Governors at its 218th meeting held on 24.12.2025 approved release of Research Assistantship from the Internal Revenue Generation (IRG) which is recouped on receipt of fund from the Ministry.

This is for information and necessary action please.

Registrar &
Secretary, BOG

To

1. Registrar
2. Joint Registrar (F&A)

Copy to :

1. Dean, Administration
 2. Deputy Registrar, Academic
 3. Secretary to Director
 4. Secretary, Deputy Director's Office
 5. Secretary, Registrar's Office
 6. Web Notice Board
- BoG: 218-3, FC:140-20



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3500

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that, the Board of Governors at its 218th meeting held on 24.12.2025 approved the final results of various courses for the session 2024-2025 to be awarded the degree at the forthcoming 71st Convocation of the Institute.

Details are given in the **Annexure**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. Deputy Registrar, Academic

Copy to :

1. Dean, Administration
2. Dean, Faculty of Engineering & Architecture
3. Dean, Faculty of Biosciences and Biotechnology
4. Dean, Faculty of Sciences
5. Secretary to Director
6. Secretary, Deputy Director's Office
7. Secretary, Registrar's Office
8. Web Notice Board

BoG: 218-6



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3501

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that, the Board of Governors at its 218th meeting held on 24.12.2025 approved the reforms in faculty recruitment policy and plans.

Details are given in the **Annexure**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. Dean, Faculty
2. Dean, Faculty of Engineering & Architecture
3. Dean, Faculty of Biosciences and Biotechnology
4. Dean, Faculty of Sciences

Copy to :

1. Dean, Administration
 2. Secretary to Director
 3. Secretary, Deputy Director's Office
 4. Secretary, Registrar's Office
 5. Web Notice Board
- BoG: 218-7



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Annexure : BoG-218-7

सं / No. IIT/Acad/ SENATE: 359-72/2025

दिनांक / Date: December 04th, 2025

Extract of Item No. SENATE: 359-72 from the minutes of the 359th meeting of the Senate, held on October 16, 2025, is reproduced below for information and necessary action, please.

उप कुलसचिव (शैक्षणिक) / Deputy Registrar (Academic)

To

1. Dean (Faculty)
2. Deputy Registrar (Establishment-I)
3. Senior Executive Officer (E-III)- *with a request to place/report this matter before the BoG at its next meeting for approval*

Copy to:

- (1) All Academic Deans
- (2) All Academic Associate Deans
- (3) All Heads of Department/Centre/School
- (4) Chairman, ERP
- (5) Assistant Registrar/Administrative Officer/Executive officer (Academic)
- (6) Secretary to Director
- (7) Secretary, Deputy Director's Office
- (8) Secretary, Registrar's Office

COPY

Item No. SENATE: 359-72

Reforms in faculty recruitment policy and plans

In the 180th Meeting of the Committee of Deans & Heads of Departments/Centres/Schools held on 11th September 2025, the reforms in faculty recruitment policy and plans were placed before the Committee for discussion and consideration.

It was resolved that the matter be referred to the Senate for consideration and confirmation.

The Senate noted with concern that the Institute's faculty strength has stagnated over the years, with over 50% of sanctioned positions lying vacant, which was also communicated by the Ministry of Education with urges on proactive measures. It was observed that procedural redundancy, outdated digital systems, and restrictive academic focus have limited recruitment efficiency and reach. As a remedial measure, after detailed discussion,

the Senate resolved that:

- 1. Academic Units shall proactively identify and advertise faculty positions in emerging and interdisciplinary areas beyond the current expertise of existing faculty, in order to attract high-quality applicants from new domains.**
- 2. Academic Units shall adopt inclusive and dynamic shortlisting criteria to ensure that promising early-career candidates with strong research potential are proactively brought into consideration.**
- 3. Candidates with high-quality publications or other forms of established research performance but without post-doctoral experience may also be considered for appointment as Assistant Professor Grade II.**
- 4. The Institute shall implement a dedicated, robust, and user-friendly faculty recruitment portal to facilitate smooth candidate application, reference letter submission, and expert review.**
- 5. Large Academic Units shall categorize applications into major subject areas to enable focused seminars/ interactions attended by only relevant faculty members.**
- 6. Initially shortlisted applicants shall be asked to submit online a pre-recorded video including specific pointers on their prior research accomplishments, future research plans, as well as teaching demonstration and plans.**
- 7. Upon receipt, these application dossiers shall be circulated to all the faculty members of the concerned Unit, and the evaluation shall be consolidated by a Committee of faculty members of the same. The considerations for shortlisting would be the alignment with the broad objectives of the Academic Unit, publication profile of the candidates and their uploaded presentations. If there is apparent misalignment with the goals of the concerned Unit in the broadest sense, the application shall be forwarded to the closest befitting units for consideration.**
- 8. Upon shortlisting on the basis of the initial dossier, the candidates shall be invited for live (physical / online) interactions with the members of the concerned Academic Unit in an interactive mode, which need not necessarily repeat again the same stereotype research and teaching seminars but rather focus on identifying the strength and suitability of the candidate for the concerned position. The qualities to assess may emphasize the emphasize candidates' depth of expertise in at least one area, clarity of communication, intellectual maturity, and enthusiasm for teaching and research, and broad futuristic vision with reasonable clarity on the execution pathway.**
- 9. The candidates finally shortlisted shall be referred to the Dean, Faculty for further processing via the statutory selection committee at the Institutional level.**
- 10. Faculty recruitment referrals shall be made throughout the year on a rolling basis. Applications deemed ready may be forwarded at any time to the Dean, Faculty, for the next available selection cycle.**



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3502

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that, the Board of Governors at its 218th meeting held on 24.12.2025 approved the reforms in faculty promotion policy and plans.

Details are given in the **Annexure**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. Dean, Faculty
2. Dean, Faculty of Engineering & Architecture
3. Dean, Faculty of Biosciences and Biotechnology
4. Dean, Faculty of Sciences

Copy to :

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

BoG: 218-8



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Annexure : BoG-218-8

सं / No. IIT/Acad/ SENATE: 359-73/2025

दिनांक / Date: December 16th, 2025

Extract of Item No. SENATE: 359-73 from the minutes of the 359th meeting of the Senate, held on October 16, 2025, is reproduced below for information and necessary action, please.

उप कुलसचिव (शैक्षणिक) / Deputy Registrar (Academic)

To

1. Dean (Faculty)
2. Deputy Registrar (Establishment-I)
3. Senior Executive Officer (E-III)- *with a request to place/report this matter before the BoG at its next meeting for approval*

Copy to:

- (1) All Academic Deans
- (2) All Academic Associate Deans
- (3) All Heads of Department/Centre/School
- (4) Chairman, ERP
- (5) Assistant Registrar/Administrative Officer/Executive officer (Academic)
- (6) Secretary to Director
- (7) Secretary, Deputy Director's Office
- (8) Secretary, Registrar's Office

COPY

Item No. SENATE: 359-73

Reforms in faculty promotion policy and plans

In the 180th Meeting of the Committee of Deans & Heads of Departments/Centres/Schools held on 11th September 2025, the Reforms in faculty promotion policy and plans were placed before the Committee for discussion and consideration.

It was resolved that the matter be referred to the Senate for consideration and confirmation.

The Senate noted that the existing promotion process is closely tied to recruitment cycles and considers certain straight-jacketed pointers for the shortlisting, disregarding any holistic recognition of the diverse academic strengths and contributions. After deliberation,

the Senate resolved that:

- 1. The faculty promotion process may be delinked from the regular faculty recruitment channels for expedited execution, with average gap between consecutive cycle of considerations not exceeding six months.***

2. Eligibility for consideration shall be consistent with the minimum eligibility criteria announced by the Institute for such position, with additional considerations based on their contributions made in the previous position at the Institutes.

The additional considerations shall be specifically based on:

- a) Publications in reputed journals.*
- b) Authoring or editing of textbooks, reference books, or edited volumes of special mention beyond routine authorship.*
- c) Ph.D. supervision.*
- d) Sponsored research projects.*
- e) Consultancy projects.*
- f) Teaching performance, including feedback, course design, and laboratory development.*
- g) Outreach activities such as workshops, conferences, short-term courses, pedagogy materials, and MOOCs/NPTEL.*
- h) Innovation/ Entrepreneurship / Technology Transfer.*
- i) Administrative contributions at the department and institute levels.*

3. Candidates demonstrating excellence in four or more of the above verticals shall be considered favourably for promotion, even though they may have shortfall in the other benchmark criteria.

4. The Selection Committee may also consider for promotion any candidate who demonstrates exceptional distinction even in a single domain, such as:

- Publication of research papers of exceptional quality.*
- Authoring of highly popular and impactful textbooks or online courses (e.g., NPTEL).*
- Leadership of major sponsored research projects of significant value.*
- Outstanding teaching characterized by subject mastery, innovation, communication skill, empathy, and demonstrated impact on student learning and overall wellbeing.*



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3503

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that, the Board of Governors at its 218th meeting held on 24.12.2025 approved the reforms in International faculty recruitment policy and plans.

Details are given in the **Annexure**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. Dean, Faculty
2. Dean, Faculty of Engineering & Architecture
3. Dean, Faculty of Biosciences and Biotechnology
4. Dean, Faculty of Sciences

Copy to :

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

BoG: 218-9



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Annexure : BoG-218-9

सं / No. IIT/Acad/ SENATE: 359-74/2025

दिनांक / Date: December 16th, 2025

Extract of Item No. SENATE: 359-74 from the minutes of the 359th meeting of the Senate, held on October 16, 2025, is reproduced below for information and necessary action, please.

उप कुलसचिव (शैक्षणिक) / Deputy Registrar (Academic)

To

1. Dean (Faculty)
2. Dean (International Relations)
3. Deputy Registrar (Establishment-I)
4. Senior Executive Officer (E-III)- *with a request to place/report this matter before the BoG at its next meeting for approval*

Copy to:

- (1) All Academic Deans
- (2) All Academic Associate Deans
- (3) All Heads of Department/Centre/School
- (4) Chairman, ERP
- (5) Assistant Registrar/Administrative Officer/Executive officer (Academic)
- (6) Secretary to Director
- (7) Secretary, Deputy Director's Office
- (8) Secretary, Registrar's Office

COPY

Item No. SENATE: 359-74

Reforms in International faculty selection policy and plans

In the 180th Meeting of the Committee of Deans & Heads of Departments/Centres/Schools held on 11th September 2025, the reforms in International faculty selection policy and plans were deliberated.

It was resolved that the matter be referred to the Senate for consideration and confirmation.

The Institute welcomes proposals from departments for international visiting faculty at all levels. The proposals from the department/centre/school will be processed through the Office of Dean Faculty through an appointed committee followed by Director's approval. A minimum stay of 3 months per year is expected during which the faculty member can go on visits, field trips and other academic work. Compensation/Honorarium will be paid as per Institute norms along with furnished accommodation and round trip air-fare (economy class) once a year.

Resolved that:

The Senate approved the item after due deliberations.

Page 1 of 1



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3504

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that, the Board of Governors at its 218th meeting held on 24.12.2025 approved the reforms in Post-Doctoral Fellow selection policy and plans.

Details are given in the **Annexure**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. Dean, Faculty
2. Dean, Faculty of Engineering & Architecture
3. Dean, Faculty of Biosciences and Biotechnology
4. Dean, Faculty of Sciences

Copy to :

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

BoG: 218-10



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Annexure : BoG-218-10

सं / No. IIT/Acad/ SENATE: 359-3/2025

दिनांक / Date: December 04th, 2025

Extract of Item No. SENATE: 359-3 from the minutes of the 359th meeting of the Senate, held on October 16, 2025, is reproduced below for information and necessary action, please.

उप कुलसचिव (शैक्षणिक) / Deputy Registrar (Academic)

To

1. Dean (Faculty)
2. Senior Executive Officer (E-III)- *with a request to place this matter before the BoG at its next meeting for approval*

Copy to:

- (1) All Academic Deans
- (2) All Academic Associate Deans
- (3) All Heads of Department/Centre/School
- (4) Chairman, ERP
- (5) Assistant Registrar/Administrative Officer/Executive officer (Academic)
- (6) Secretary to Director
- (7) Secretary, Deputy Director's Office
- (8) Secretary, Registrar's Office

COPY

Item No. SENATE: 359-3

Reforms in Post-Doctoral Fellow selection policy and plans

In the 180th Meeting of the Committee of Deans & Heads of Departments/Centres/Schools held on 11th September 2025, the reforms in Post-Doctoral Fellow selection policy and plans were presented before the Committee.

It was resolved that the matter be referred to the Senate for consideration and confirmation.

The Senate noted that the current Institutional Post-Doctoral Fellowship (IPDF) selection process at the Institute needs mobilization to attract meritorious candidates. To streamline and standardize the process for the same, several measures were proposed. After deliberations, the Senate resolved the following:

A. External Post-Doctoral Fellowship (PDF) Applications:

1. Candidates may apply for Post-Doctoral Fellowships immediately after submission of their Ph.D. synopsis or thesis, on due authentication of the same from the Institution where they are registered for their Ph.D degree, with a self-undertaking that they would produce the Ph.D. degree certificate (provisional or final) within six months of joining.

Page 1 of 2

2. Applications shall be accepted throughout the year through a designated portal, and displayed on the Institute's webpage for high visibility.

3. Applications need to include a research plan and target academic/ research units (maximum 3), a pre-recorded video including specific pointers on the prior research accomplishments and research plans with the PDF.

4. Upon receipt, the application shall be circulated to all the faculty members of the concerned unit, and the evaluation shall be consolidated by a Committee of faculty members of the same. The considerations for shortlisting would be alignment with the broad objectives of the academic unit, publication profile of the candidate and the uploaded presentations. If there is apparent misalignment with the goals of the concerned unit in the broadest sense, the application shall be forwarded to the closest befitting units for consideration.

5. The shortlisted candidates will be invited to interact with the relevant faculty members of the concerned unit for a final recommendation by the Head of that Unit.

6. Recommendations of the concerned Unit shall be reviewed by the concerned Dean. If found in order, the same would be forwarded to the Dean, Faculty, for recommendation for onward processing for the Director's approval.

7. On the Director's approval, the offer of appointment shall be issued by the Recruitment Section for an initial tenure of one year, extendable by one more year upon satisfactory performance and departmental recommendation.

8. The total number of available PDF positions in an academic session shall be determined by the competent authority and distributed rationally among the eligible Units.

9. The Post-Doctoral Fellows shall work with designated mentors post-joining, but not under their supervision, and may assist in limited academic duties such as tutorials, evaluation support, invigilation, or partial teaching responsibilities as assigned by the corresponding Unit.

B. Internal Post-Doctoral Fellowship Applications:

1. Institute Ph.D. scholars may apply for IPDF positions immediately after submission of their Ph.D synopsis.

2. Applications shall be evaluated by the Doctoral Scrutinee Committee (DSC) and the Unit based on the candidate's research output and proposed work plan as well as further potentials.

3. Each candidate shall make a presentation on their prior research and further research plans in front of a designated Committee of the concerned Unit set up by the Unit Head.

4. If found suitable, the recommendation shall follow the same approval route of the external channel candidates: Head of the Unit → Concerned Dean → Dean, Faculty → Director.

5. The appointment letter shall be issued by the Recruitment Section as for the external-channel candidates.

6. IPDFs selected in such channel shall normally be appointed for six months with a possible extension up to nine months under exceptional circumstances, to ensure smooth transition between Ph.D thesis submission and subsequent career opportunities.

7. IPDFs shall continue to receive institutional medical and other facilities as per norms. Hostel accommodation may not be guaranteed; however, HRA shall be admissible as per Institute rules.



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3505

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that, the Board of Governors at its 218th meeting held on 24.12.2025 approved the reforms in International Post-Doctoral Fellow selection policy and plans.

Details are given in the **Annexure**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. Dean, Faculty
2. Dean, Faculty of Engineering & Architecture
3. Dean, Faculty of Biosciences and Biotechnology
4. Dean, Faculty of Sciences

Copy to :

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

BoG: 218-11



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Annexure : BoG-218-11

सं / No. IIT/Acad/SENATE: 359-4/2025

दिनांक / Date: December 04th, 2025

Extract of Item No. SENATE: 359-4 from the minutes of the 359th meeting of the Senate, held on October 16, 2025, is reproduced below for information and necessary action, please.

उप कुलसचिव (शैक्षणिक) / Deputy Registrar (Academic)

To

1. Dean (International Relations)
2. Dean (Faculty)
3. Senior Executive Officer (E-III)- *with a request to place this matter before the BoG at its next meeting for approval*

Copy to:

- (1) All Academic Deans
- (2) All Academic Associate Deans
- (3) All Heads of Department/Centre/School
- (4) Chairman, ERP
- (5) Assistant Registrar/Administrative Officer/Executive officer (Academic)
- (6) Secretary to Director
- (7) Secretary, Deputy Director's Office
- (8) Secretary, Registrar's Office

COPY

Item No. SENATE: 359-4

Reforms in International Post-Doctoral Fellow selection policy and plans

In the 180th Meeting of the Committee of Deans & Heads of Departments/Centres/Schools held on 11th September 2025, the reforms in International Post-Doctoral Fellow selection policy and plans were placed before the Committee for its consideration.

It was resolved that the matter be referred to the Senate for consideration and confirmation.

The Institute seeks post-doctoral fellows in large numbers from outside of India and will process their applications round the year, following the same process as Indian PDFs. Funding schemes from governments of respective countries and Gol towards this end will be explored and pursued.

Resolved that:

The Senate approved the item after due deliberations and accepted the consideration of a graded fellowship scheme for attracting the best post-doctoral fellows from across the world, where the level of Fellowship would be governed by a set of considerations including the merit cum means of the candidate, available source of funding, and will be ascertained by an empowered committee coordinated by the Dean, International Relationships.



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3512

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that, the Board of Governors at its 218th meeting held on 24.12.2025 considered and ratified the partial amendment to House Allotment Rules, 2023.

Details are given in the **Annexure**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. Chairman, House Allotment Committee
2. Deputy Registrar, Estate

Copy to :

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

BoG: 218-18

Partial Amendment to House Allotment Rules 2023

(Reference:- Minutes of Meeting of House allotment Committee held on 26.05.2025 and Approval of the Competent Authority dated 22 Jul 2025).

HAR 2023 Clause	Existing Rules	Amended Rules
13 (1) (ii)	<p><u>Retention of residence –</u></p> <p>Event - Retirement, voluntary retirement, retirement on medical grounds, terminals leave or compulsory retirement [under FR 56 (DJ), retirement on deputation from ineligible organizations during the initial constitution of such organization, technical resignation, death of allottee on re-employment (irrespective of retention availed on retirement) and death of an allottee who is not a regular Institute employee or deputation outside India</p> <p><u>Permissible period for retention of accommodation -</u> Six months on payment of licence fee as under:</p> <ul style="list-style-type: none"> • for first 02 months - normal licence fee • next 02 months- 05 times of normal licence & • next 02months - 10 times of normal licence fee. 	<p>Event - Retirement, voluntary retirement, retirement on medical grounds, terminals leave or compulsory retirement [under FR 56 (DJ), retirement on deputation from ineligible organizations during the initial constitution of such organization, technical resignation, death of allottee on re-employment (irrespective of retention availed on retirement) and death of an allottee who is not a regular Institute employee or deputation outside India</p> <p><u>Permissible period for retention of accommodation -</u> Six months on payment of licence fee as under:</p> <ul style="list-style-type: none"> • For first two months – normal license fee • Next two months – Two (02) times of the normal license fee • Next two months – Four(04) times of the normal license fee
19 (3)	<p>Special Licence fees as per Schedule II shall be charged from the allottee for different types of accommodation which can be modified by the Central Government / Institute from time to time:</p>	<ul style="list-style-type: none"> • 50% of monthly License Fee in respect of particular residence to be charged per day for all type of quarters. • Temporary ceremonial accommodation to be provided for a maximum of 7 days at a time. • No extension for more than 7 days will be permitted. • Further, any damages to the quarter during the temporary ceremonial accommodation to be borne by the allottee of the quarter.

6 (ii)	To consider an employee's Priority Date for quarter allotment as previous joining date if they were on probation and joined the Institute again through direct recruitment. (no existing rules)	(The following is being added to the clause 6(ii) of the HAR) Priority date for Institute's employees joining the Institute through proper channel from a previous lower-level probationary post to a higher-level post will be determined from the previous joining date of the lower level post for house allotment seniority with the opinion of Establishment section of the Institute.
3 (viii)	"Priority date" of an employee in relation to a type of residence to which he/she is eligible means the earliest date from which he/she has been continuously drawing salary relevant to a particular type or higher type in respect of Type-IV(S) & above accommodation and the date from which he/she has been continuously in service in the Institute in respect of Type-I to Type-IV accommodation. The "Priority date" of an employee joining this institute in a regular position from any other similar institutes/government organizations will be determined by the Establishment Section of the institute considering his/her "priority date" in that institute/organization for the purpose of house allotment. The Estate office will determine the "Priority date" for employees transitioning to this institute in a regular role via Technical Resignation from other Central Govt. Organizations/ Central Autonomous Bodies/IITs, based on input from the institute's Establishment section.	"Priority date" of an employee in relation to a type of residence (for type IV(S) and above) to which he/she is eligible means the earliest date from which he/she has been continuously drawing Salary relevant to a particular type or higher type in respect of Type-IV(S) & above accommodation. The Estate Office will determine the "Priority date" for the employees (for type-IV(s) & above only) transitioning to this institute in a regular role via technical resignation from other Central Govt organisations / Central Autonomous Bodies/IITs, based on input from the Institutes Establishment Section. ✓ The Priority date for employee eligible in relation to type of residence (Type I to Type IV) will be determined based on the date of joining the Institute (IIT Kharagpur). ✓
7	Anyone who is withdrawing the application for house allotment after the 2 nd /final sliding will be debarred from taking part in any type of subsequent house allotment procedure for a period of 3 years. (no existing rules)	(following is being included in clause 7) If an employee, whose name appears for a particular house in the seniority-cum-choice list (first list) and in the subsequent first sliding, withdraws after the final sliding, instead of withdrawing after the earlier published seniority-cum-choice list or the first sliding (seniority list published earlier), he/she will be barred from applying for house allotment for 12 months

		<p>or until the next two relevant pay-level advertisements, whichever is later.</p> <p>An employee whose name appears in the last sliding for a particular house, due to the withdrawal of the same house by another applicant in the previous sliding, shall not be debarred in such a condition.</p> <p>The applicant can withdraw his/her application for the probable house being allotted (which appears against the respective name in the last sliding only), in case he/she does not wish to occupy the house.</p>
7	Regularisation of quarter allotment processes - The Estate Office shall release an open circular for the quarter allotment preferably on each month of January, May and September of a calendar year (no existing rules)	(following is being included in clause 7) An open circular for quarter allotment shall be issued at least three (03) times a year.
	Level-5 staff members should be eligible for D-type quarters. (in Schedule-I of HAR)	The Schedule-I of the House Allotment Rules of the Institute is to be amended accordingly.
	Existing pay level – 6,7,8	pay level for D-type quarters – 5,6,7,8
14 (i)	Any employee to whom a residence has been allotted may apply for a change of allotment of the same type after a period for 12 months from the date of occupation of residence.	Any employee to whom a residence has been allotted may apply for a change of allotment of the same type after a period for 36 months from the date of occupation of residence for a maximum of two times.
21	The allottee shall allow the maintenance staff of the Institute or the workers of authorized contractors to have access to the residences at all reasonable hours to inspect the building, the water supply, sanitary or electrical installations, fixtures and furniture and to carry out such normal repairs thereto as the Chief/Superintending/ Sr. Executive Engineer/ Executive Engineer may consider necessary for the proper maintenance of residences. In all such cases the Chief/Superintending/ Sr. Executive Engineer/Executive Engineer, as far as possible may arrange to send prior intimation to the allottee.	The allottee shall allow the maintenance staff of the Institute or the workers of authorized contractors to access the residence at all reasonable hours to inspect the building, water supply, sanitary or electrical installations, fixtures or furniture and to carry out normal repairs as the Chief Engineer /Superintending Engineer /Sr. Executive Engineer/Executive Engineer may consider necessary for proper maintenance of the residence. In all such cases, the Chief Engineer /Superintending Engineer/Sr. Executive Engineer/Executive Engineer shall, as far as possible, arrange to send prior intimation to the allottee.

		<p>Whenever there is a requirement to access any quarter for maintenance purposes, the resident will first be informed by the CC&M section of the Institute.</p> <p>Then, a reminder will also be sent by the CC&M section to the resident to allow access to the house.</p> <p>If the resident fails to grant permission for maintenance even after 30 days from the last reminder, a penalty amounting to ten times the normal license fee of the quarter will be levied until permission is granted by the resident.</p>
15	<p>Inspection of quarter by service sections prior to vacation by user. (no existing rules)</p>	<p>(The following is being added to the existing clause 15 of House Allotment Rules of the Institute).</p> <p>A No Objection Certificate (NOC) will be required from the Service sections (CC&M section) of the Institute prior to handing over the house. The NOC shall be provided within 3 to 7 working days after receiving the information from the Estate Office. If the NOC is not issued within this period, it shall be considered as automatically granted by the respective section.</p> <p>The handing over of the house shall not be accepted without NOC from the CC&M section.</p>

These changes have been agreed by all the members of the House Allotment Committee.

These minutes have the approval of the Competent Authority.

Lalit Singh
22/8/25
Deputy Registrar (Estate)

U. Singh
22/08/25
Chairman HAC

Rangni
22/8/25
Dean Administration



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3513

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that, the Board of Governors at its 218th meeting held on 24.12.2025 approved the revision and recovery of License Fee for IIT Kharagpur government quarters with effect from 1st July 2023.

Details are given in the **Annexure**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. Chairman, House Allotment Committee
2. Deputy Registrar, Estate

Copy to :

1. Dean, Administration
 2. Joint Registrar, F&A
 3. Deputy Registrar, E-I
 4. Deputy Registrar, E-II
 5. Senior Executive Officer, E-III
 6. Secretary to Director
 7. Secretary, Deputy Director's Office
 8. Secretary, Registrar's Office
 9. Web Notice Board
- BoG: 218-19

No. 18011/2/2015-Pol.III
 Government of India
 Ministry of Housing and Urban Affairs
 Directorate of Estates

Nirman Bhawan, New Delhi
 Dated the 10th July, 2023

OFFICE MEMORANDUM

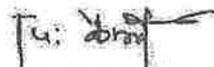
Subject: Revision of flat rate of licence fee for General Pool Residential Accommodation (GPRA) throughout the country.

In terms of the provisions of the Rule 74 of the "Central Government General Pool Residential Accommodation Rules 2017", the Government has decided to revise the flat rates of licence fee recoverable for the residential accommodation available in General Pool and also in Departmental Pools of Ministries/Departments of the Government of India throughout the Country (except in respect of substandard/unclassified accommodation of Ministry of Defence, accommodation for service personnel of the Ministry of Defence and accommodation under the control of Ministry of Railways), as shown in the Annexure.

2. The revised rates of licence fee would be effective from 1st July, 2023. All Ministries/Departments are requested to take action to recover the revised licence fee in accordance with these orders in respect of accommodation under their control all over the country.

3. This issues with the concurrence of Integrated Finance Wing of the Ministry of Housing and Urban Affairs vide their note dated 22-6-2023.

Encls: As above


 (Pinaki Banerjee)
 Deputy Director of Estates (Policy)

To

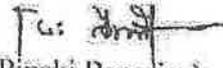
1. All Ministries/Department of Govt. of India. It is requested that this O.M. may be circulated to all the attached/subordinate offices under their Ministries/Departments which are eligible for GPRA/Departmental Pool.
2. Comptroller & Auditor General of India
3. Chief Secretaries/Administrators/ L.G. of Union Territories.
4. Secretary General, Lok Sabha/Rajya Sabha Sectt..

Copy to:

1. PS to Hon'ble Minister (HUA).
2. Sr. PPS to Secretary (HUA)
3. PPS/PSs to JS&FA/JS (L&E)/JS (ID)/Director of Estates I & II.
4. The Director General, CPWD, New Delhi – It is requested that this OM may be circulated to all the allottees of GPRA through their respective Service Centres.

Contd.

5. CMD, NBCC Limited, NBCC Bhawan Lodhi Road, New Delhi-110003 – it is requested that this OM may be circulated to all the allottees of GPRA through their respective Service Centres.
6. Chief Engineers of ND Zones/ Ex. Eng (LP), CPWD, New Delhi
7. Sr. Technical Director (NIC), MoHUA, Nirman Bhawan
8. All Attached/ subordinate offices under Ministry of Housing and Urban Affairs.
9. Coordination Section/ Works Division of Ministry of Housing and Urban Affairs.
10. Finance Division, Ministry of Housing and Urban Affairs.
11. All Dy. Directors/ Asstt. Directors/ Sections/ Suptds. (Accounts) and Accountants of Directorate of Estates.
12. Estate Managers/ Asstt. Estate Managers of all Regional Offices under the Directorate of Estates including CPWD.
13. AD (Hindi Section), Directorate of Estates, Nirman Bhawan, New Delhi for necessary action
14. All Allottees through Website of Directorate of Estates


(Pinaki Banerjee)
Deputy Director of Estates (Policy)

(To the OM No. 18011/2/2015-Pol.III dated 10.07.2023)

Revised flat rates of licence fee applicable for General Pool Residential Accommodation (GPRA) throughout the country w.e.f. 01-07-2023

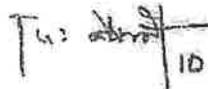
Types of accommodation	Range of living area in sq. mtr.	Revised rates of licence fee effective from 01.07.2023, rounded off to the nearest 10, for the concerned Type (₹)
I	Upto 30	210
II	26.5 to 50	440
III	44 to 65	660
IV	59 to 91.5	880
IV (Special)	59 to 91.5	930
VA	Upto 106	1650
VB	Beyond 106	1750
VIA	Upto 159.5	2170
VIB	Beyond 159.5	2590
VII	189.5 to 224.5	3040
VIII	243 to 522	5430

Note 1: In addition to the flat rates shown in the table above, License Fee at the following flat rates for Servant quarters & Garages allotted independently of regular accommodation shall be recovered.

Sl. No.	Particulars	Revised Rates (p.m.) effective from 01.07.2023 rounded off to the nearest 10, for the concerned Type (₹)
1	Servant Quarters	90
2	Garages	60

Note 2: For Hostel Accommodation, License Fee at the following flat rates shall be recovered.

Sl. No.	Category of Suite	Living Area (Sq. mtr.)	Revised Rates (p.m.) effective from 01.07.2023 rounded off to the nearest 10, for the concerned Type (₹)
1	Single Room (without Kitchen)	21.5 to 30	550
	Single Room (with Kitchen)	30.5 to 39.5	780
2	Double Room	47.5 to 60	1070

Tu:  10.7.23



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3522

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that, the Board of Governors at its 218th meeting held on 24.12.2025 approved the Annual Report for the year 2024-2025 of the Institute for adoption and placing before both the Houses of Parliament.

Details are given in the **Annexure**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. Dean, Faculty of Engineering & Architecture
2. Dean, Faculty of Biosciences and Biotechnology
3. Dean, Faculty of Sciences

Copy to :

1. Dean, Administration
2. Dean, Faculty
3. Joint Registrar, F&A
4. Senior Executive Officer, E-III
5. Secretary to Director
6. Secretary, Deputy Director's Office
7. Secretary, Registrar's Office
8. Web Notice Board

BoG: 218-28



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3530

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that, the Board of Governors at its 218th meeting held on 24.12.2025 noted implementation of enhancement of the rate of Dearness Relief payable to Institute Pensioners/Family Pensioners w.e.f. 01.07.2025.

This is for information and necessary action please.


Registrar &
Secretary, BOG

To

1. Joint Registrar, F&A
2. Deputy Registrar, E-I
3. Deputy Registrar, E-II

Copy to :

1. Dean, Administration
2. Joint Registrar, Audit
3. Senior Executive Officer, E-III
4. Secretary to Director
5. Secretary, Deputy Director's Office
6. Secretary, Registrar's Office
7. Web Notice Board

BoG: 218-36



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3531

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that, the Board of Governors at its 218th meeting held on 24.12.2025 noted implementation of the revised enhanced CGHS rates applicable for treatment at healthcare organizations.

This is for information and necessary action please.


Registrar &
Secretary, BOG

To

1. Joint Registrar, F&A

Copy to :

1. Dean, Administration
2. Joint Registrar, Audit
3. Deputy Registrar, E-I
4. Deputy Registrar, E-II
5. Senior Executive Officer, E-III
6. Head, B. C. Roy Technology Hospital
7. Secretary to Director
8. Secretary, Deputy Director's Office
9. Secretary, Registrar's Office
10. Web Notice Board

BoG: 218-37



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3534
Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that, the Board of Governors at its 218th meeting held on 24.12.2025 approved the Standard Operating Procedure (SOP) for Award of Work under Rule 133(3) and Rule 194 of GFR 2017. Details are given in the **Annexure**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. Dean, Administration
2. Registrar

Copy to :

1. Joint Registrar, F&A
2. Joint Registrar, Audit
3. Superintending Engineer, Civil
4. Senior Executive Engineer, Electrical
5. Senior Executive Officer, E-III
6. Assistant Registrar, S&P
7. Secretary to Director
8. Secretary, Deputy Director's Office
9. Secretary, Registrar's Office
10. Web Notice Board

BoG: 218-41

STANDARD OPERATING PROCEDURE (SOP)
Award of Work under Rule 133(3) and Rule 194 of GFR 2017

1. Purpose

This Standard Operating Procedure (SOP) establishes the process for awarding works and consultancy services under Rule 133(3) (Works by agencies other than Public Works Organizations (PWO) e.g CPWD etc.) and Rule 194 (Single Source Selection/Consultancy by Nomination) of the General Financial Rules (GFR) 2017.

The SOP ensures compliance with statutory provisions, transparency, accountability, and proper documentation in procurement processes at the Institute.

2. Scope

This SOP applies to:

- Award of repair works estimated to cost above ₹60 lakhs and original works of any value to eligible entities under Rule 133(3)
- Procurement of services through single source selection/nomination under Rule 194

3. Definitions

Term	Definition
GFR 2017	General Financial Rules, 2017 issued by the Ministry of Finance, Government of India
Rule 133(3)	Provision allowing award of works to PSUs, autonomous bodies, and other eligible entities as an alternative to Public Works Organisations
Rule 194	Provision for single source selection/consultancy by nomination under exceptional circumstances
Original Works	New construction or addition to existing structures
Repair Works	Maintenance, renovation, or restoration of existing structures
PSU	Public Sector Undertaking set up by Central or State Government
Competent Authority	The authority empowered to sanction expenditure as per the Institute's delegation of financial powers
Single Source Selection	Selection of a consultant by direct negotiation/nomination without competitive bidding

4. Procedure for Award of Work under Rule 133(3)**Compliance with Rule 136(1) - Pre-conditions for Commencement of Work**

As per Rule 136(1) of GFR 2017, no work shall be commenced or liability incurred in connection with it until the following conditions are satisfied:

1. **Administrative Approval:** Administrative approval has been obtained from the appropriate authority in each case

2. **Financial Sanction:** Sanction to incur expenditure has been obtained from the competent authority

3. **Technical Documentation:** Estimates, specifications, and quantities of various items have been prepared

All works awarded under Rule 133(3) must strictly comply with these pre-conditions before any commitment or expenditure is made.

5. Formation and Maintenance of PSU Empanelment List

(i) Creation of PSU List with Core Competencies

The Institute shall maintain an up-to-date list of eligible PSUs and autonomous bodies with their defined core competencies.

Sample PSU Core Competency Matrix (Illustrative)

PSU Name	Core Competency	Works Eligible For
NBCC Ltd.	Civil Construction	Building construction, renovation
CPWD	Multi-disciplinary	All civil and electrical works
RITES Ltd.	Engineering Consultancy	Technical consultancy, PMC
NTPC	Electrical Works	Power systems, substations
BHEL	Electro-mechanical	HVAC, MEP systems

6. Eligibility Criteria for Award of Work

As per Rule 133(3) of GFR 2017, works may be awarded to the following eligible entities:

1. Any Public Sector Undertaking (PSU) set up by the Central or State Government to carry out civil or electrical works
2. To any other Central/ State Government organization/ PSU which may be notified by the Ministry of Housing and Urban Affairs (MoHUA) for such purpose after evaluating their financial strength and technical competence.

7. Award of Work on Service Charge Basis

Principle of Service Charge: As per GFR 2017 amendments and Department of Expenditure guidelines, works awarded under Rule 133(3) shall be on the basis of **lump sum or service charge**. The service charge is a fixed percentage or amount charged by the PSU over and above the actual cost of work execution.

8. Determination of method for award of contract

Method	Process
Negotiated Rate	Service charge percentage negotiated with empaneled PSU
Comparison	Compare service charges quoted by 2-3 empaneled PSUs (if multiple PSUs have the relevant core competency)
Reasonableness Check	CC&M shall verify that the service charge is reasonable and does not exceed market norms (typically 8-15% depending on work type)
Approval	Service charge rate must be approved by Competent Authority before award

9. Method for Selection of PSU for Award of Work

The selection of PSU from the empaneled list shall follow a transparent and structured process:

(i) Selection Process Flow:

Step	Activity	Details
1	Work Identification	User Department identifies the nature and scope of work and determines the required core competency
2	PSU Shortlisting	From the approved empanelment list, shortlist PSUs having the relevant core competency for the proposed work
3	Expression of Interest	If multiple PSUs are shortlisted, invite Expression of Interest (EOI) or proposals from shortlisted PSUs
4	Technical Evaluation	Technical Committee evaluates proposals based submission or EOI
5	Service Charge Negotiation	Negotiate service charge with the technically qualified PSU(s)
6	Financial Evaluation	CC&M evaluates the reasonableness of total cost including service charge
7	Recommendation	Technical Committee recommends the most suitable PSU to Competent Authority
8	Approval	Competent Authority approves the selection based on technical merit and financial reasonableness

(ii) Single PSU Scenario (Rule 194 Applicability)

If only one PSU in the empanelment list has the required core competency, or if circumstances warrant direct nomination, Rule 194 provisions shall be followed in addition to Rule 133(3).

Exceptional Circumstances for Nomination

Rule 194 permits single source selection/consultancy by nomination only under the following exceptional circumstances:

Ground	Description
Continuation of Previous Assignment	When continuation of the same consultant is essential for completion of ongoing work and change would be detrimental to project objectives
Emergency Situations	When urgent need arises due to natural disaster, public health emergency, or circumstances threatening life and property
Proprietary/Specialized Expertise	When only one consultant possesses unique qualification, specialized experience, or proprietary technology
Single Qualified Consultant	When due diligence establishes that only one consultant is qualified
Continuation for Additional Services	When additional services outside the original scope require the same consultant for consistency

Safeguards and Conditions

The following safeguards must be ensured when invoking Rule 194:

1. **Written Justification:** Detailed written justification citing specific grounds
2. **Reasonableness of Price:** Independent verification that the quoted price is reasonable and consistent with market rates
3. **Adequate Technical Capability:** Verification that the selected consultant has adequate technical capability and experience
4. **Approval at Appropriate Level:** Approval by Competent Authority with clear recorded reasons
5. **Transparency:** Recording of complete rationale and decision-making process in file

10. Applicability of Other GFR Rules

When awarding works under Rule 133(3), the following provisions shall be complied with:

- Rule 136 (Pre-conditions before commencement of work - MANDATORY)
- Rule 139 (Propriety in incurring expenditure)
- Rule 144 (Preliminary steps before issue of tender)
- Rule 159 (Tender enquiry and evaluation of bids - where competitive process is followed)
- Rule 160 (Acceptance of tender)
- Rule 194 (Single source selection/nomination, where applicable)

11. Comprehensive Step-by-Step Process for Award of Work:

Step	Action	Responsible Party
1	Initiation of Proposal	User Department submits work requisition
2	Administrative Approval	To be obtained by User Department from Competent Authority
3	Budget Sanction	To be obtained by User Department from Competent Authority
4	PSU Identification	User Department/Finance Office identifies PSUs from approved empanelment list having the required core competency
5	Selection Process Initiation	If multiple eligible PSUs exist, invite proposals. If single PSU, proceed to direct negotiation with Rule 194 compliance
6	Technical Evaluation	Technical Committee evaluates the EOI / PSU
7	Service Charge Negotiation	CC&M / Technical Committee negotiates service charge and verifies
8	Justification Documentation	If single source/nomination, User Department provides detailed written justification under Rule 194 citing specific grounds
9	Pre-Audit	Internal Audit Section conducts pre-audit of the proposal
10	Financial Sanction	Competent Authority grants financial sanction as per Rule 136(1) based on delegation of powers
11	Work Order Issuance	User Department issues work order
12	Contract Execution	Formal agreement executed with PSU containing all terms and conditions
13	Documentation	CC&M maintains complete records

12. Conclusion

This Standard Operating Procedure establishes a clear, transparent and accountable framework for the award of works under Rule 133(iii) and Rule 194 of the General Financial Rules, 2017.

The SOP upholds the principles of fairness, efficiency, economy, and integrity in public procurement.

All officers / staff involved in the procurement process are required to adhere to these provisions in letter and spirit, and any deviation shall be subject to review and appropriate administrative action / approval.



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-4(218)/2025/3536

Dated: 12th January, 2026

M E M O

The undersigned is directed to convey that on recommendation of the Finance Committee at its 140th meeting held on 24.12.2025, the Board of Governors at its 218th meeting held on 24.12.2025 approved financial assistance for Quality Improvement Program (QIP) Research Scholars to attend conference. The expenditure on account of this will be met from the Continuation Education Program (CEP) funds and not from the Government Grants. Details are given in the **Annexure**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. Dean, Outreach
2. Joint Registrar (F&A)
3. Deputy Registrar, Academic

Copy to :

1. All Deans
2. All Heads of the Departments/Centres/Schools
3. Secretary to Director
4. Secretary, Deputy Director's Office
5. Secretary, Registrar's Office
6. Web Notice Board

BoG: 218-3, FC:140-9



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Annexure : FC-140-9

सं / No. IIT/Acad/ SENATE: 359-69/2025

दिनांक / Date: December

04th, 2025

Extract of Item No. SENATE: 359-69 from the minutes of the 359th meeting of the Senate, held on October 16, 2025, is reproduced below for information and necessary action, please.

उप कुलसचिव (शैक्षणिक) / Deputy Registrar (Academic)

To

1. Senior Executive Officer (E-III)- *with a request to place this matter to the Board of Governors (BOG) for approval through the Finance Committee.*
2. Assistant Registrar/Administrative Officer/Executive officer (Academic)

Copy to:

- (1) All Academic Deans
- (2) All Academic Associate Deans
- (3) All Heads of Department/Centre/School
- (4) Chairman, ERP
- (5) Joint Registrar (F&A)
- (6) Secretary to Director
- (7) Secretary, Deputy Director's Office
- (8) Secretary, Registrar's Office

COPY

Item No. SENATE: 359-69

Matter of financial assistance for QIP Research Scholars to attend conferences

The Academic Section has received two applications from QIP Research Scholars seeking financial assistance to present papers at National and International Conferences.

The Board of Governors, at its 211th meeting held on 12.02.2024, approved the guidelines for providing financial assistance to full-time students for presenting papers at National and International Conferences/Seminars/Workshops.

The Monitoring Committee, at its 174th meeting held on 29.08.2025, considered the request for extending the benefit of financial assistance to QIP students and forwarded the matter to the RPEC for further clarification, as these scholars receive salaries from their parent organizations in addition to scholarships and contingency grants from the Ministry.

The matter was discussed in the 233rd meeting of the RPEC held on October 09, 2025 and recommended the following:

- i) *The Committee in principle agrees to consider the request of QIP scholars and recommends the constitution of a committee to deliberate on the following -*

Page 1 of 2

- a) *Whether QIP scholars can be considered as full-time students since they are drawing salary from parent organization,*
 - b) *If NoC from parent Institute is required for foreign visit while in IITs.*
 - c) *If clarification from AICTE is required,*
 - e) *The number of financial assistances that can be availed over a time period.*
 - f) *Prevailing policies of other Institutes etc.*
- ii) *The above RPEC recommendation to be reported in the forthcoming meeting of Senate.*

Resolved that:

The Senate noted and ratified the above item and recommended that a No Objection Certificate (NoC) from the parent Institute shall be mandatory for QIP Research Scholars seeking to attend conferences, and further resolved to extend financial assistance to them. The matter was referred to the Board of Governors through the Finance Committee for approval.